



NORTH CAROLINA BOARD OF BARBER AND ELECTROLYSIS EXAMINERS

Memo

TO: Board members

FROM: Margaret Wingate, Committee Chairman

DATE: October 19, 2023

SUBJECT: Report of the electrology exam ad hoc committee

Below is a report of the Electrology Exam Ad Hoc Committee (“committee”) for consideration by the Board of Barber and Electrolysis Examiners (“board”) at the October 24, 2023 board meeting. The report includes recommendations and requires action by the board.

BACKGROUND

At its February 28, 2023 meeting, the board established an ad hoc committee to create a new written exam for the electrolysis license. This new state-level exam would replace the current American Electrolysis Association exam administered by Prometric.

The members of the committee included:

- Margaret Wingate, LE (chairman)
- Ronda Jones
- Stacy M. Miller, LE, CPE
- Charlene Poole, LE, CPE
- Lesa Wingate, LE

METHODOLOGY

The committee held a series of meetings (March 10, March 31, May 5, June 12, and September 22) to plan the exam development and review draft questions. Between meetings, members drafted questions based on assignments. The committee reviewed the questions for accuracy, consistency, duplication, and distribution of topics. Each question was mapped to language in standard textbooks so that the exam was thoroughly grounded in generally accepted professional standards. The committee determined that there would be three versions of the exam.

COMMITTEE RECOMMENDATIONS

The committee makes the following recommendations.

1. The board should approve the exam. For the purpose of security, the committee is not distributing the exam questions but can make them available to board members as needed.
2. The board should set March 2024 as the date when the new exam will be released. Initially, this will be a paper-based exam, but the board will move toward a computer-based exam as part of the pending barber-exam Request for Proposals.
3. The board should issue a letter to approved electrolysis schools and authorized electrology apprenticeship programs. This letter would include information about the board's curriculum and expected learning outcomes and information about how the exam was developed (including the textbooks the committee relied on). The purpose of this letter would be to help schools prepare for the new exam.
4. The board should allow the committee to continue to exist. In 2024, this committee should reconvene after the exam has been released and assess whether the exam outcomes match committee expectations.
5. The board should establish an additional ad hoc committee to work on guidelines and directions for schools. During its discussions, the committee felt that there may be opportunities for schools to better follow the prescribed curriculum and for the board to issue guidelines to help schools. However, this work would go beyond the responsibilities assigned to the committee by the board.