

Collin County Community College District Board of Trustees

2025-12-4

December 9, 2025

Resource: Abe Johnson
SVP, Campus Operations

AGENDA ITEM: Consideration of Approval of a New CE Certificate-Manicurist

DISCUSSION: The 2023-2030 Collin College Master and Strategic Plans identify priorities to a) expand College programs and facilities to accommodate growth and employment needs throughout the service area, and to b) create and implement comprehensive pathways to enrich the student experience and support student completions, respectively. Labor market analysis has indicated a demand for manicurists. This new certificate program has been researched and developed in accordance with the criteria required by the Texas Higher Education Coordinating Board (THECB). These criteria include job market analysis, employment projections, enrollment projections, technical skills, faculty recruitment planning, and industry advisory committee input. Collin College's Curriculum Advisory Board and Academic Leadership also reviewed the curriculum for the proposed CE certificate and recommends approval. Assuming the necessary approvals are received from the THECB, the coursework in this program will be offered at the Courtyard Center.

The proposed CE Certificate-Manicurist will include 600 contact hours of workforce instruction to meet the requirements for those completing the certificate to be eligible to apply for a manicurist specialty license by the Texas Department of Licensing and Registration.

DISTRICT PRESIDENT'S RECOMMENDATION: The District President recommends approval of the new CE Certificate-Manicurist program.

SUGGESTED MOTION: "Mr. Chairman, I make a motion that the Board of Trustees of Collin County Community College District approves the new CE Certificate-Manicurist program."