

**CSME 1447 (4:2:8) 160 hrs**

**COURSE SYLLABUS**

**SOUTH PLAINS COLLEGE COSMETOLOGY**

**DEPARTMENT OF PROFESSIONAL**

**SERVICES & ENERGY**

**LEVELLAND CAMPUS/PLAINVIEW CENTER**

**UPDATED Jan 2018**

## COURSE SYLLABUS

**Course Title:** CSME 1447

**Instructors:** Jan Decker (Plainview Center)

**Office:** Jan Decker 806-716-4303

[jdecker@southplainscollege.edu](mailto:jdecker@southplainscollege.edu)

**Office Hours:** 3-4 Monday-Thursday

8-12 Friday

*SOUTH PLAINS COLLEGE IMPROVES EACH STUDENT'S LIFE*

### GENERAL COURSE INFORMATION:

**Course Level:** Intermediate

**Course Description:** In-depth coverage of the theory and practice of skin care, facials, and cosmetics.

**End-Of-course Outcomes:** Identify the terminology related to the skin, products, and treatments; demonstrate the proper application related to skin care and cosmetics; practice workplace competencies in skin care and cosmetics.

**Course Competencies:** Upon successful completion of this course, the student will:

- Execute a facial in a timely and mandated manner.
- Select and use wisely the products related to facials and skin care.

- Perform an eyebrow arch using tweezers and/or a depilatory.
- Perform an eye lash/brow dye.
- Apply and remove a mask or pack.
- Remove and apply daytime make-up.
- Practice all safety and sanitation measures mandated by this department and Texas Department of Licensing and Regulation.

### **Academic Integrity:**

It is the aim of the Cosmetology faculty of South Plains College to foster spirit of complete honesty and a high standard of integrity. The attempt of any student to present as his or her own work which he or she has not honestly performed is regarded by the faculty and administration as a most serious offense and renders the offender liable to serious consequences, possibly suspension. Refer to the "South Plains College General Catalog" policy regarding consequences for cheating and plagiarism (see "Academic Integrity" as well as "Student Conduct" sections in catalog). At times, working with other students is encouraged for some assignments and meets SCANS competencies C-9 through C-14. If you have any question as to whether you may work with other students on any assignment, **ASK YOUR INSTRUCTOR TEACHING THIS COURSE.**

**SCANS and FOUNDATION SKILLS: This course covers SCANS OCCUPATIONAL COMPETENCIES C1-20 and FOUNDATION SKILLS F1-17.**

**Verification of Workplace Competencies:** Successful completion of this course permits qualified students to enroll for specifically restricted skill course that can lead to Texas Department of Licensing and Regulation Operator's Licensure. Students who do not meet criteria for restricted enrollment will be counseled regarding their workplace competencies and career goals/objectives.

### **SPECIFIC COURSE / INSTRUCTOR REQUIREMENTS:**

#### **A. Textbooks:**

- Milady's Standard Textbook of Cosmetology.
- Milady's State Exam Review for Cosmetology.
- Milady's Standard Theory Workbook.
- Milady's Standard Practical Workbook.

### **Attendance Policy:**

Punctual and regular attendance is required of all Cosmetology students. Unexcused tardiness and absences will not be tolerated. A doctor's note stating that it is safe to return to school is required in cases of contagious disease such as pink eye, strep throat or the flu. If more than 5% (8 hrs) of this course is missed, student will have to attend make-up days. If student refuses to attend make-up days, then student may be at risk of being withdrawn due to excessive absences. Please refer to the SPC Cosmetology Handbook for more information.

### **Assignment Policy:**

All required work must be turned in on time. Assigned work is due on the day/class period assigned. Late work is generally not accepted however, special consideration is subject to instructor discretion whether or not the work will be accepted. This syllabus includes chapters 7 & 8, 22 - 24.

### **Grading/Procedure/Methods of Evaluation:**

See the General Catalog "Grades and Reports" for explanation of grades and grade point averages. The instructor will introduce the college grading policy and method to determine G.P.A. during the course of instruction. The Texas Department of Licensing and Regulation requires an overall minimum grade of 70; therefore this course requires the same. An overall grade below 70 is considered an F.

### **Special Requirements/Safety Policy:**

Students shall adhere to the safety standards established by the Texas Department of Licensing and Regulation, South Plains College, and the Cosmetology Handbook. Students in cosmetology must follow all safe practices in laboratory work areas and other specific topics (dress code, cell phones, etc.) Refer to the Cosmetology Handbook.

### **COURSE OUTLINE:**

CSME 1447 students will demonstrate competencies in the following tasks:

- Demonstrate the proper application related to skin care and cosmetics.
- Understanding, demonstrating, and explaining safety rules and regulations related to skin care.
- Complete written assignments related to theory and knowledge of skin care and related theory.
- Exhibit professional workplace competencies in skin care, facials, and cosmetics.

- Understanding, demonstrating and explaining terminology related to skin, products, and treatments used in skin care.

### **Accommodations:**

South Plains College strives to accommodate the individual needs of all students in order to enhance their opportunities for success in the context of a comprehensive community college setting. It is the policy of South Plains College to offer all educational and employment opportunities without regard to race, color, national origin, religion, gender, disability or age (SPC Equal opportunity Policy General Catalog).

### **Diversity Statement:**

In this class, the teacher will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

### **ADA Statement:**

Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request special accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office through the Guidance & Counseling Centers at Reese Center 716-4606, or Levelland 716-2577.

*I \_\_\_\_\_ have received a copy of CSME  
1447 syllabus for South Plains College Cosmetology. The course syllabus  
has been reviewed with me. I understand and agree to all of the  
requirements of this course.*

*Signature \_\_\_\_\_*

*Date \_\_\_\_\_*

*I \_\_\_\_\_ have received a copy of CSME 1447 syllabus for South Plains College Cosmetology. The course syllabus has been reviewed with me, I understand and agree to all of the requirements of this course.*

*Signature \_\_\_\_\_*

*Date \_\_\_\_\_*