

Houston Community College System

Katy Campus Cosmetology Dept.

**Facial Specialist Program
Syllabus**

Course Number and Name: 48571

CSME 1447 Principles of Skin Care II

Professor: Mrs. de Jongh

Room 220C

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Department Chair: Mr. Asgary

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Class Time: Monday –Thursday 8:00am – 9:45am

Co-requisite: CSME 1545 / 2531

Departmental Approval

2 Lecture, 6 Lab (128 contact hours)

- *The instructor has the right to change the syllabus as circumstances may occur*

Materials Required:

Text:

- Milady's Standard Esthetics: Fundamentals, 10th Edition
Milady, Clifton Park, NY 12065
- Milady's Standard Esthetics: Fundamentals Student Workbook
Milady, Clifton Park, NY 12065
- Texas Department of Licensing & Regulations – Rules and Laws
- Milady's Skin Care and Cosmetic Ingredients Dictionary
3rd Edition, Clifton Park, NY 12065

Special Materials:

Esthetician kit and necessary supplies as required by the field of Esthetics to record clock hours and perform all client services is mandatory!!

SUPPLEMENTAL RESOURCES:

Audiovisual and textbook references in the LRC.

Course Description:

This course is an in-depth study pertaining to the principles of facial esthetics. Topics include chemistry of cosmetics, diseases/disorders of the skin, methods of hair removal, massage, makeup artistry and other facial esthetic related subjects used in skin care.

Course Focus:

The central focus of this class is to introduce the student to the chemistry of cosmetics, skin care products, makeup techniques and other theory as it relates to facial esthetics. Facial treatments, makeup application and product ingredient selection will be stressed as well as

safety and sanitation measures. This course also stresses the importance of skin analysis and understanding skin type and conditions.

End-of-Course Outcomes:

Identify and explain the basic chemistry of cosmetics/cosmetic ingredients and demonstrate the related skills of skin care and cosmetics. External accreditation standard is a passing score of 70% on state licensing examination administered by Texas Department of Licensing and Regulation on the first attempt.

Course Content – SCANS:

The Secretary's Commission on Achieving Necessary Skills (SCANS) has identified (1) reading, (2) writing, (3) mathematics, (4) speaking and listening, (5) thinking skills, (6) personal qualities, (7) workplace competencies and (8) basic use of computers as competencies required to enter employment. These skills are motivation to learn, basic skills, communication, teamwork, critical thinking, career development and leadership. HCCS is committed to preparing every student with the knowledge and skills needed to succeed in the current dynamic work environment that exists.

Course Learning Outcomes:

This course is designed to help the student obtain the following learning outcomes:

- Gain deeper understanding of the pH scale in relation to cosmetic ingredients
- Identify diseases and disorders of the skin
- Know and perform basic steps to a facial
- Describe and be able to correctly perform classic massage manipulations
- List the components of the treatment room and proper set up for facial procedures
- Read and explain cosmetic labels and identify ingredients used in cosmetics
- Properly prepare and drape a client for facial treatments and services
- Analyze the skin and determine its type and condition
- State the purpose and steps of the post consultation
- Recommend an appropriate skincare routine for different skin types
- Observe all sanitation and safety precautions

Student Learning Outcomes:

- Identify cosmetic ingredients and explain classification scale. Performance will be satisfactory if the student can outline the required information with 100% accuracy.
- Classify, compare and contrast the disorders and diseases of the skin.
- Identify the main ingredients in skin care products used and explain their purpose in performing facial treatment; properly demonstrate their use.
- Demonstrate the correct procedures for a basic facial treatment including classic massage movements, including all safety and sanitation guidelines.

Student Assignments:

1. A portfolio documenting work throughout the semester.
2. The maintenance of attendance hours on the prescribed form.
3. Skills recorded on skill sheet as they are performed properly.
4. Written tests to demonstrate knowledge of facial skills.

5. Research paper related to basic facial services.

Lab Assignments:

Students in this course are expected to participate fully in the lab exercise assignments. They are to read and follow instructions carefully especially in relation to safety and sanitation rules and regulations as required by the State of Texas. **Failure to complete lab assignments could result in a reduction of semester grade.**

**Failure to meet the required TDLR clock hours could result in a failing grade.
(See attendance policy below)**

Professionalism:

Professionalism includes participation in all class activities, as well as positive interpersonal interaction with instructors, other students and customers; dependability in assuming student role; appropriate use of constructive criticism; recognition of limitations in areas needing assistance; and professional appearance (proper uniform and personal grooming is required at all times). The student is responsible for all class participation. Professionalism is tied to attendance. A student will not be allowed to clock in unless he/she is in proper uniform and well groomed.

Uniform as follows:

White medical type scrubs

White ¾ length professional type lab coat

White (nursing type) no sandals or backless shoes

Hose or socks must be worn

Means of Assessment

Written Assignments	10%
Laboratory Evaluations	10%
Attendance	30%
Mid-Term Exam	20%
Portfolio Project	10%
Final Exam	20%

EVALUATION POLICIES AND PROCEDURES:

The scale for determining a letter grade in the Esthetics Program is:

90-100	A
80-89	B
70-79	C
60-69	D

Below 60, student will repeat the course.

ATTENDANCE POLICY:

Students are expected to attend class daily and be on time. Any students absent from class for more than 4 days will be dropped from the program. Students arriving more than fifteen minutes late will lose one hour of clock time. Ten points will be deducted for the first day absent from class and 5 for each day thereafter from the attendance grade. A class log for students leaving and entering the class room will be maintained. Three tardy is equal to one absence.

Students failing to clock in the minimum number of clock hours will receive an "F" for the course.

WITHDRAWALS:

It is the responsibility of the student to withdraw from the program by the final drop date to keep from receiving an "F" for the class.

Felony statement: It is your responsibility to check through TDLR, if you have a felony that will prevent you from getting your license.

STUDENT DISMISSALS:

Re-admission Policy: A student who withdraws from the Esthetics program may be re-admitted only once with the recommendation of the department faculty-providing space is available in the class.

Students are expected to assume the responsibility for learning. Your instructor will assist you, but the actual responsibility rests with you. Students are also expected to devote their energy to attaining the skills and knowledge required for their particular career goals.

REMINDER:

***** It is college policy that telephone calls/messages are accepted for students ONLY in the case of an emergency***

No electronic devices are allowed in the classroom or lab, no IPods, I pads, Lap Tops, etc. Cell phones are to be turned off and placed in your locked lockers. Students may use cell phones at break and lunch time.

ACADEMIC INTEGRITY:

The college's academic integrity policy states, HCC is committed to a high standard of academic integrity in the academic community. In becoming a part of the academic community, students are responsible for honesty and independent effort. Failure to uphold these standards includes, but is not limited to, the following:

1. Plagiarizing written work or projects.
2. Cheating on exams or assignments.
3. Collusion on an exam or project.
4. Misrepresentation of credentials or prerequisites when registering for a course."

DRESS CODE:

Students in the cosmetology facial specialist program are expected to be self-motivated individuals and to stay on task at all times. Students must be dressed professionally and appropriately in accordance with the department dress code and must wear a lab coat at all times.

SCHOLASTIC DISHONESTY AND CLASSROOM CONDUCT:

Students are expected to conduct themselves with honor and integrity in fulfilling the course requirements. **Any student found cheating on a test, plagiarizing or in collusion will receive an "F" for the assignment and the course and will be dropped from the program.** See student handbook for college policy on academic dishonesty and disciplinary problems. **This level of development in a students' training is crucial to their professional development and success; any student that is disruptive or disrespectful will be dismissed from the program. Loud boisterous conduct or refusing to perform the required skills assignments will constitute grounds for dismissal from the program.**

MAKE-UP POLICY FOR MISSED ASSIGNMENTS OR TESTS:

There will be no make-up for missed unit exams. Make-up for a missed mid-term or final test will be permitted **only if the student informs the instructor in advance. The student must make arrangements to take the exam at least 3 days prior the original test date. It should be understood that the make-up test would not be the same as the test given to the rest of the student body.**

STUDENT SERVICES

Learning Resources Centers:

The Learning Resources Centers (LRC) at each college provides print and non-print resources and services for students. The materials have been selected to serve the curricular, vocational, and recreational needs of the college community. Each college LRC provides computer access to a variety of information in electronic form including bibliographic indexes to journals, Internet resources, and multimedia publications.

Students with Disabilities:

The Disability Support Services (DSS) Office assists students with physical, learning or emotional disabilities in developing independence and self-reliance. Services include adaptive equipment and reasonable accommodations for admissions assistance, testing, academic advising, registration and classroom instruction.

Students with special needs or disabilities which may affect their ability to succeed in college classes or participate in college/programs/activities should contact the Disabilities Support Services (DSS) located at each college. Academic accommodations will be provided only after students have properly registered for services through designated disability services staff.

The student is advised to contact the DSS Office at least 60 days prior to the beginning of the term. See additional procedures outlined in the HCCS Student Handbook. Disability support services can also be found online at these Web sites:

- <http://www.rehab.state.tx.us>
- <http://www.ican.com>

IMPORTANT NOTICE TO OUR STUDENTS

Houston Community College Cosmetology Program welcomes all students to join its educational program. Our requirements of all of our students are specifically designed to ensure 1.) The integrity and quality of the educational environment; 2.) the safety of our students, faculty and staff; and 3.) that each of our student have the capacity to benefit from the education we provide. With this in mind, the following are our expectations of our students.

- a. Meet all the department guidelines for enrollment.
- b. Follow and the Cosmetology/Esthetic Program Rules and Regulations
- c. Be dedicated to completing the curse of study
- d. Maintain strong class attendance
- e. Maintain a positive attitude and respect all instructors and fellow classmates
- f. Maintain yourself, busy and on task at all times
- g. Dress in an appropriate professional manner including clean uniforms, shoes, makeup and hair groomed neatly.
- h. Refrain from loud boisterous language and or profanity or any behavior that disrupts the learning environment.
- I. Display a spirit of teamwork and cooperation
- j. Care for and respect the lab furnishings, tools and equipment
- k. Follow instructions from the instructor

COURSE OUTLINE: 1447/PRINCIPLES OF SKIN CARE

Week 1: Students will learn the rules and regulations of the college, esthetics department and TDLR. There will be an overview of the program, review of safety rules and an introduction to the world of esthetics.

Week 2: Students will review and gain a deeper understanding of skin conditions, diseases and disorders.

Week 3: Study the pH scale and determine the acidity or alkalinity in skin care products and how they work with the skin.

Week 4: Review of set-up and sanitation of the treatment room; demonstrate same.

Week 5: Advanced study of facials and special treatments to add-on with services.

Week 6: Students will learn to identify ingredients used in products, recognize the various skin types, conditions, skin tone and color, classifications and explain the classification scale.

Week 7: Review chemical composition and makeup of product and ingredients used in skin care.

Week 8: Mid-Term review & test

Week 9: Corrective/camouflage makeup applications will be covered and students will learn how to put those into practice.

Week 10: Learn advanced techniques for on-camera and stage makeup; demonstrate ability to color type client and practical application of makeup best suited for client.

Week 11: Skills lab including infection control and sanitation; setup and take down of treatment room; and full facial service complete with post consult.

Week 12: Skill practice on client consult regarding skin analysis, professional treatments, home care recommendations and makeup plan.

Week 13: Demonstrate a complete facial service with makeup application.

Week 14: Students will present the portfolio of case studies they have documented.

Week 15: Review for Final Exam

Week 16: Students will set up for the procedure for a facial service application, including all safety, and sanitation guideline, for final exam practicum and written exam.

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