

Course Syllabus

Artistry of Hair, Theory and Practice

CSME 1451

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| **Semester with Course Reference Number (CRN)** | Fall 2014CosmetologyCSME 1451-001CRN(30180) |
| **Instructor contact information (phone number and email address)** | Karla Marling713 718-7501Karla.marling@hccs.edu6815 RusticWorkforce BuildingHouston, TX 77087 |
| **Office Location and Hours** | SE-Workforce BuildingOffice Hours: By appointment |
| **Course Location/Times** | CSME 1451SE- Workforce BuildingMon-Thursday 10:35-1:10 |
| **Course Semester Credit Hours (SCH) (lecture, lab) If applicable** |

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| Credit Hours:  | 5 |   |
| Lecture Hours:  | 3 |   |
| Laboratory Hours:  | 7 |   |
| External Hours:  |   |   |

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| **Total Course Contact Hours** | 160.00 |
| **Course Length (number of weeks)** | 16 weeks |
| **Type of Instruction** | Lecture/Lab |
| **Course Description:**  | This course concentrates on instruction in the artistry of hair design. Topics include theory, techniques and application of hair design.  |
| **Course Prerequisite(s)** | **PREREQUISITE(S):** * CSME 1405
* CSME 1410
* CSME 1491
* CSME 1453
* CSME 2337
* CSME 2401
* CSME 2539

  **CO-REQUISITE(S):** * CSME 2343
* CSME 2410
* CSME 2541

  **FREQUENT REQUISITES** * Departmental approval
* College Level Reading
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| **Academic Discipline/CTE Program Learning Outcomes** | 1. Perform basic manipulative skills in the area of hairstyling, hair shaping, hair color service and texture services. 2. Practice safety and sanitation procedures in the use of equipment’s, implements and delivery of client services. 3. Perform the learned skills to determine the proper hairstyle and hair color procedures for the clients overall image.  |
| **Course Student Learning Outcomes (SLO): 4 to 7** | 1. Exhibit workplace competencies related to the artistry of hair and demonstrate the professional skills of hair design. 2. Identify and describe the structure of the hair and its chemical composition. 3. Develop, design and execute hair designs assigned by the instructor. 4. Identify and explain the principles of hair design.     |
| **Learning Objectives (Numbering system should be linked to SLO - e.g., 1.1, 1.2, 1.3, etc.)** | **Exhibit workplace competencies related to the artistry of hair and demonstrate the professional skills of hair design.****Identify and describe the structure of the hair and its chemical composition.****Develop, design and execute hair designs assigned by the instructor.****Identify and explain the principles of hair design.** |
| **SCANS and/or Core Curriculum Competencies: If applicable**  | SCANS**Exhibit workplace competencies related to the artistry of hair and demonstrate the professional skills of hair design.**Foundation Skills - Thinking -Decision MakingFoundation Skills - Thinking -CreativeFoundation Skills - Thinking -Problem SolvingFoundation Skills - Thinking -Reasoning**Identify and describe the structure of the hair and its chemical composition.**Foundation Skills - Basic -ReadingFoundation Skills - Basic -WritingFoundation Skills - Basic -ListeningFoundation Skills - Basic -Speaking**Develop, design and execute hair designs assigned by the instructor.**Foundation Skills - Thinking -Decision MakingFoundation Skills - Thinking -CreativeFoundation Skills - Thinking -Problem SolvingFoundation Skills - Thinking -Seeing Things in the Mind's EyeFoundation Skills - Thinking -Knowing How to Learn**Identify and explain the principles of hair design.**Foundation Skills - Thinking -Decision MakingFoundation Skills - Thinking -CreativeFoundation Skills - Thinking -Seeing Things in the Mind's EyeFoundation Skills - Thinking -Reasoning |
| **Instructional Methods** | Face to Face |
| **Student Assignments** | **Exhibit workplace competencies related to the artistry of hair and demonstrate the professional skills of hair design.**No assignments selected for this outcome**Identify and describe the structure of the hair and its chemical composition.**No assignments selected for this outcome**Develop, design and execute hair designs assigned by the instructor.**No assignments selected for this outcome**Identify and explain the principles of hair design.**No assignments selected for this outcomeNo assignments selected for this outcomeNo assignments selected for this outcomeNo assignments selected for this outcomeNo assignments selected for this outcome |
| **Student Assessment(s)** | **Exhibit workplace competencies related to the artistry of hair and demonstrate the professional skills of hair design.** Research papersService learning projectsMethods of Assessment**Identify and describe the structure of the hair and its chemical composition.** Research papersService learning projectsMethods of Assessment**Develop, design and execute hair designs assigned by the instructor.** Research papersService learning projectsMethods of Assessment**Identify and explain the principles of hair design.** Research papersService learning projectsMethods of Assessment |
| **Instructor's Requirements** |  There will be practical exams, written exams, weekly progress achievement charts, individual or group projects and situational observation by the instructor (attendance, ethics, conduct and attitudes). |
| **Program/Discipline Requirements: If applicable** | **Refer to Houston Community College Cosmetology Rules and Regulations.****Withdrawals:** It is the responsibility of the student to withdraw officially from the course to keep from receiving an “FX” for the class.**Attendance:** Refer to Cosmetology Rules and Regulation.Students arriving late to class will be tardy and any student more than 15 min late will be counted absent. Ten points will be deducted for the first day absent from class and 5 each day thereafter from the attendance grade.**Dress Code:** All students should come to class in complete uniform that is in accordance with the department rules and regulation. Students that are not in uniform will be counted absent and go home.**Scholastic Dishonesty and Classroom Conduct:** Students should conduct themselves with honor and integrity in fulfilling the course requirements. Any student found cheating on a test; lab or class assignments will receive an “F” for the assignments. See student handbook for college policy on academic dishonesty and disciplinary problems.**Make –up policy for missed assignments or test:** 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 missed test no later than 2 days after the original test date.**Books and Supplies:** Students are to come to class daily with all their books and supplies for class. Any student without supplies will get an “O” for assignments for that day.**Books:** Milady Standard Textbook of Cosmetology 2012 Edition Cengage Learning ISBN#13:978-4390-5930-2 Milady Standard Textbook of Cosmetology 2012 Edition Study Guide Cengage Learning ISBN# 13: 978-1-4390-5924-1 Milady Standard Textbook of Cosmetology 2012 Edition Theory Workbook Cengage Learning ISBN# 13:978-4390-5923-3 Milady Standard Textbook of Cosmetology 2012 Edition Practical Workbook Cengage Learning ISBN# 13: 978-1-4390-5922-7 Texas Department of Licensing and Regulation Cosmetologist Rule Book.**Supplies:** Kit from campus book store, 2 manikin, tripod, folder, paper, pens, pencils, antibacterial gel hand sanitizer, barbicide disinfectant in spray bottle, butterfly clips, rat tail combs( box of dozen), all-purpose combs ( box of a dozen), salon towels, all-purpose cape, chemical cape, comb out cape, Rollers, single and double prong clippies. Extra supplies will be needed throughout the semester which the instructor will inform you of. |
| **HCC Grading Scale:** |

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| A = 100- 90 |   | 4 points per semester hour |
| B = 89 - 80: |   | 3 points per semester hour |
| C = 79 - 70: |   | 2 points per semester hour |
| D = 69 - 60: |   | 1 point per semester hour |  |
| 59 and below = F |   | 0 points per semester hour |  |
| FX (Failure due to non-attendance) |   | 0 points per semester hour |  |
| IP (In Progress) |   | 0 points per semester hour |  |
| W (Withdrawn) |   | 0 points per semester hour |  |
| I (Incomplete) |   | 0 points per semester hour |  |
| AUD (Audit) |   | 0 points per semester hour |  |

IP (In Progress) is given only in certain developmental courses. The student must re-enroll to receive credit. COM (Completed) is given in non-credit and continuing education courses.FINAL GRADE OF FX: Students who stop attending class and do not withdraw themselves prior to the withdrawal deadline may either be dropped by their professor for excessive absences or be assigned the final grade of "FX" at the end of the semester. Students who stop attending classes will receive a grade of "FX", compared to an earned grade of "F" which is due to poor performance. Logging into a DE course without active participation is seen as non-attending. Please note that HCC will not disperse financial aid funding for students who have never attended class.Students who receive financial aid but fail to attend class will be reported to the Department of Education and may have to pay back their aid. A grade of "FX" is treated exactly the same as a grade of "F" in terms of GPA, probation, suspension, and satisfactory academic progress.To compute grade point average (GPA), divide the total grade points by the total number of semester hours attempted. The grades "IP," "COM" and "I" do not affect GPA.*Health Sciences Programs Grading Scales may differ from the approved HCC Grading Scale. For Health Sciences Programs Grading Scales, see the "Program Discipline Requirements" section of the Program's syllabi.* |
| **Instructor Grading Criteria**  |  Unit Exams 10% Skills objective 35% Special Assignments 10% Mid-term 10% Attendance 25% Final Exam 10% |
| **Instructional Materials** | Milady Standard Textbook of Cosmetology 2012 Edition Cengage Learning ISBN# 13:978-1-4390-5930-2 Milady Standard Textbook of Cosmetology 2012 Edition Study Guide Cengage Learning ISBN#13: 978-1-4390-5924-1 Milady Standard Textbook of Cosmetology 2012 Edition Theory Workbook Cengage Learning ISBN#13-978-4390-5923-3 Milady Standard Textbook of Cosmetology 2012 Edition Practical Workbook Cengage Learning ISBN#13:978-1-4390-5922-7 Texas Department of Licensing and Regulation Cosmetologist Rule Book  |
| **HCC Policy Statement:**  |
| **Access Student Services Policies on their Web site:** | <http://hccs.edu/student-rights> |
| **EGLS3 -- Evaluation for Greater Learning Student Survey System** | At Houston Community College, professors believe that thoughtful student feedback is necessary to improve teaching and learning. During a designated time near the end of the term, you will be asked to answer a short online survey of research-based questions related to instruction. The anonymous results of the survey will be made available to your professors and department chairs for continual improvement of instruction. Look for the survey as part of the Houston Community College Student System online near the end of the term. |
| **Distance Education and/or Continuing Education Policies** |  |
| **Access DE Policies on their Web site:**  | <http://de.hccs.edu/Distance_Ed/DE_Home/faculty_resources/PDFs/DE_Syllabus.pdf> |  |
| **Access CE Policies on their Web site:** | <http://hccs.edu/CE-student-guidelines> |  |