



Course Number and Section: CSME 1453.502CL
Name of Course: Chemical Reformation
Course Semester: Summer 2025
Tuesday & Wednesday 9-12, 1-4; Thursday 1:30-5:30

Instructor Information: Jamie Hunsucker, 409-933-8608, jhunsucker1@com.edu

Student hours and location: Tuesday and Wednesday 8:30-9 and 4-4:30, Thursday 10-12, my office.

Required Textbook/Materials: Milady's Standard Cosmetology 14th edition text and Cengage CIMA online component
Texas Cosmetology Laws and Rules Book, TDLR

Course Description: Presentation of the theory and practice of chemical reformation including terminology, application, and workplace competencies.

Course requirements: Theory work will require access to CIMA (text online component) and text, as well as note taking material.

Skills will require 1 medium and 1 long length straight hair mannequin and 1 curly hair mannequin. All supplies for chemical services – perm rods, papers, bowl and brush, cape, towels, etc.

Also, an e-portfolio of work completed during the class will be required.

Determination of Course Grade/Detailed Grading Formula: : attendance, unit assignments, skills assignments, unit tests, portfolio, final exam.

Test average must be 70 or higher to earn the credit for this course. Students are allowed one re-take of a test during the course. No retake for Final Exam.

Detailed Grading Formula:

Attendance:	10%
Assignments:	10%
Skills sheet:	10%
Tests:	20%
Portfolio:	20%
Final exam:	30%

Late Work, Make-Up, and Extra-Credit Policy: Written assignments/online work may be turned in/completed on the **First** day back from an absence; Written tests may be made up by making arrangements with the instructor on the first day back from an absence (this is the student's responsibility) Final exam, and Oral Reports and skill exams may not be made up.

Attendance Policy: Every class is important to your success in school. Make every effort to attend all classes. A sign-in sheet will be provided in each class. Each student must sign themselves in and out daily. Students will also sign-in using the Meevo system. If a student misses more than one hour of the class period, the grade will reflect an absence. Attendance grades are calculated as follows: Each tardy is 5 points off the attendance grade. Each absence is 10 points off the attendance grade.

If a student misses more than 4 absences, they will be dismissed from the course, according to College of the Mainland policies. All courses must be completed and passed with a C or better to be able to advance to the next courses and to be able sit for the licenser exam. It is the student's responsibility to understand the course requirements and maintain sufficient attendance and work completion.

**Any absence will affect your success in class. Do your best to attend every class. Communicate with your instructors when issues arise and know what assignments need to be made up.*

Communicating with your instructor: ALL electronic communication with the instructor must be through your COM email. Due to FERPA restrictions, faculty cannot share any information about performance in the class through other electronic means. Students will be responsible for monitoring D2L through out the course for any updates.

Student Learner Outcome	Maps to Core Objective	Assessed via this Assignment
1. Define terminology related to Chemical reformation	CT	Test
2. Follow safety and sanitation laws and rules according to the state licensing agency	SR	Lab Skills Assignment
3. Demonstrate workplace competencies.	PR	Portfolio
4. Practice professional ethics.	SR	Rubric

Academic Dishonesty: Any incident of academic policy will be dealt with in accordance with college policy and the Student Handbook. Academic dishonesty – such as cheating on exams is an extremely serious offense and will result in a **grade of zero** on that exam and the student will be referred to the Office of Student Conduct for appropriate discipline action.

Student Concerns: If you have any questions or concerns about any aspect of this course, please contact me using the contact information previously provided. If, after discussing your concern with me, you continue to have questions, please contact Dr. Victor Vega-Vasquez at 409-933-8181 or vvega2@com.edu.

Notice to Students Regarding Licensing

Effective September 1, 2017, HB 1508 amends the Texas Occupations Code Section 53 that requires education providers to notify potential or enrolled students that a criminal history may make them ineligible for an occupational license upon program completion. The following website provides links to information about the licensing process and requirements:
www.tdlr.texas.gov

Course outline begins on page 5 of this document.

Institutional Policies and Guidelines

Grade Appeal Process: Concerns about the accuracy of grades should first be discussed with the instructor. A request for a change of grade is a formal request and must be made within six months of the grade assignment. Directions for filing an appeal can be found in the student handbook https://www.com.edu/student-services/docs/Student_Handbook_2024-2025_v2.pdf. *An appeal will not be considered because of general dissatisfaction with a grade, penalty, or outcome of a course. Disagreement with the instructor's professional judgment of the quality of the student's work and performance is also not an admissible basis for a grade appeal.*

Academic Success & Support Services: College of the Mainland is committed to providing students the necessary support and tools for success in their college careers. Support is offered through our Tutoring Services, Library, Counseling, and through Student Services. Please discuss any concerns with your faculty or an advisor.

ADA Statement: Any student with a documented disability needing academic accommodations is requested to contact:
Kimberly Lachney, Student Accessibility Services Coordinator
Phone: 409-933-8919
Email: AccessibilityServices@com.edu
Location: COM Doyle Family Administration Building, Student Success Center

Textbook Purchasing Statement: A student attending College of the Mainland is not under any obligation to purchase a textbook from the college-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

Withdrawal Policy: Students may withdraw from this course for any reason prior to the last eligible day for a "W" grade. Before withdrawing students should speak with the instructor and

consult an advisor. Students are permitted to withdraw only six times during their college career by state law. The last date to withdraw from the 1st 5-week session is June 30. The last date to withdraw from the 10-week session is July 29. The last date to withdraw for the 2nd 5-week session is August 1.

FN Grading: The FN grade is issued in cases of *failure due to a lack of attendance*, as determined by the instructor. The FN grade may be issued for cases in which the student ceases or fails to attend class, submit assignments, or participate in required capacities, and for which the student has failed to withdraw. The issuing of the FN grade is at the discretion of the instructor. The last date of attendance should be documented for submission of an FN grade.

Early Alert Program: The Student Success Center at College of the Mainland has implemented an Early Alert Program because student success and retention are very important to us. I have been asked to refer students to the program throughout the semester if they are having difficulty completing assignments or have poor attendance. If you are referred to the Early Alert Program you will be contacted by someone in the Student Success Center who will schedule a meeting with you to see what assistance they can offer in order for you to meet your academic goals.

Resources to Help with Stress:

If you are experiencing stress or anxiety about your daily living needs including food, housing or just feel you could benefit from free resources to help you through a difficult time, please click here <https://www.com.edu/community-resource-center/>. College of the Mainland has partnered with free community resources to help you stay on track with your schoolwork, by addressing life issues that get in the way of doing your best in school. All services are private and confidential. You may also contact the Dean of Students office at deanofstudents@com.edu or communityresources@com.edu.

Nondiscrimination Statement:

The College District prohibits discrimination, including harassment, against any individual on the basis of race, color, religion, national origin, age, veteran status, disability, sex, sexual orientation, gender (including gender identity and gender expression), or any other basis prohibited by law. Retaliation against anyone involved in the complaint process is a violation of College District policy.

CSME 1453.02 Chemical Reformation Summer 2025		
Week 1 Tuesday 6/3/25	Wednesday	Thursday

Review syllabus, course requirements, CIMA, and D2L Begin Ch. 15 Chemical Texture Services Demo and practice relaxer applications – use medium straight mannequin	Continue Ch. 15 Practice relaxer applications Use curly mannequin	Work on Skill sheet, Portfolio, CIMA
Week 2 Tuesday 6/10/25 Cont. Ch. 15 Relaxers and smoothing treatments Practice virgin application on curly mannequin	Wednesday Cont. Ch. 15 Relaxer consultation Practice retouch application on curly mannequin	Thursday Work on Skill sheet, Portfolio, CIMA
Week 3 Tuesday 6/17/25 Test over relaxer terms Cont. Ch. 15 Permanent waves Basic 9 section wrap Use medium straight hair mannequin	Wednesday Cont. Ch. 15 Perm selection and processing Curvature wrap Use medium straight hair mannequin	Thursday Work on Skill sheet, Portfolio, CIMA
Week 4 Tuesday 6/24/25 Cont. Ch. 15 Permanent waves Brick lay perm wrap Use med. To long straight hair mannequin	Wednesday Cont. Ch. 15 Permanent waves Weave (zig zag) wrap Use med. To long straight hair mannequin	Thursday Work on Skill sheet, Portfolio, CIMA
Week 5 Tuesday 7/1/25 Test over safety precautions Cont. Ch. 15	Wednesday Cont. Ch 15 Permanent waves Spiral perm wrap	Thursday Wrap a perm on anything for a Creative Contest, Judging Tuesday!

Permanent waves Piggyback perm wrap Use long straight hair mannequin. <i>*Creative perm wrap competition assignment.</i>	Use long straight hair mannequin	Work on Skill sheet, Portfolio, CIMA
Week 6 Tuesday 7/8/25 Test over permanent wave terms Cont. Ch. 15 Permanent waves Ponytail wrap Use long straight hair mannequin	Wednesday Cont. Ch. 15 Review processing and neutralizing methods Beach waves - Bender rod wrap and process Use long straight hair mannequin	Thursday Salon service training Homework – CIMA
Week 7 Tuesday 7/15/25 Cont. Ch. 15 Fully process relaxer application – 1 quadrant Use curly mannequin	Wednesday Cont. Ch. 15 Fully process smoothing treatment – 1 quadrant Use curly mannequin	Thursday Salon service training Homework – CIMA
Week 8 Tuesday 7/22/25 Cont. Ch. 15 Silk press 1 quadrant Use curly mannequin!	Wednesday Cont. Ch. 15 Mock soft curl perm Use medium straight mannequin	Thursday Salon service training Homework – CIMA
Week 9 Tuesday 7/29/25 TDLR chemical services	Wednesday Timed drills on TDLR chemical services Portfolio due by 4pm today	Thursday Salon service training Homework – CIMA

CIMA and Chapter Check-ins, and vocabulary due today.		
Week 10 Tuesday 8/5/25 Skills final exam TDLR perm service and TDLR relaxer service	Wednesday Written final exam - scantron required Skill sheet due by 4pm today	Thursday Salon clean -up Empty trolleys and turn in keys

Important dates to remember-

CIMA homework, Chapter check-ins and vocabulary due Week 9, 7/29/25.

Portfolio due week 9, 7/30/25.

Skills final exam 8/5/25, morning session; Written final exam 8/5/25, afternoon session – scantrons needed.

CSME 1453.502, Chemical Reformation, Summer 2025, Ms. Jamie Hunsucker

Class expectations: (and Professionalism grade requirements)

1. Arrive on time.
2. Arrive in uniform.
3. Arrive with all required supplies.
4. Be kind and respectful to classmates and instructors.
5. Follow sanitation requirements and keep station neat and clean.
6. Always represent the college in a professional manner.

I, _____ (print name), have read and understand the course syllabus and class expectations.

Sign and date