



Course Number and Section: BARB 2432.101/301
Name of Course: Barber Law/Shop Management I
Course Semester (Spring 2024)
Monday through Thursday 1:30p.m.-6:30p.m.

Instructor Information: Andrea Cruz, acruz12@com.edu, 409-933-8480

Student hours and location: Mainland City Center, 10000 Emmet F Lowry Expy, Ste. 4100 Texas City TX 77591- Office # 147

Required Textbook/Materials: Milady's 16th Edition Barbering Textbook, CIMA program, 3 ring binders, pen and paper, inexpensive extra supplies not issued in your kit I.e. spray and squeeze bottles, first aid kits, etc. TDLR Laws and Rules, PSI packet

Course Description: Acquire and demonstrate advanced barbering techniques. Learn, demonstrate, and be assessed on knowledge according to Milady's literature on structure, disorders, appliances, and proper procedures for barbering as well as, professional skill set.

Course requirements: Display and array of technical and professional skills. Students will show professional growth, and mastery of skills.

Determination of Course Grade/Detailed Grading Formula:

Attendance- 20%
CIMA 10%
Practical 20%
Professionalism 30%
Tests 20%

Late Work, Make-Up, and Extra-Credit Policy: It will be the student's responsibility to obtain make-up work and return it by the end of the week or no more than 3 school days. **YOU ARE RESPONSIBLE FOR YOUR MAKE-UP WORK!!!!** May not make up or be late to practical exams. Extra credit will be identified per class and possibly per student. Instructor may drop the lowest test score and replace with highest for extra credit. Extra assignments may also be granted.

Attendance Policy: 4 absences per every 8 wks. This includes any illness, even with a dr. note. No excused absences except maternity appointments.

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. (Faculty may add additional statement requiring monitoring and communication expectations via D2L or other LMS)

Student Learner Outcome		
1. Refine skills for advanced haircutting techniques	Communication skills Demonstration	Skill Sheet Signatures Projects Models
2. Grounded in all basic skills for TDLR	Critical thinking Practical demo	Skills Assessment Signature Sheets
3. Demonstrate advanced techniques used in chemical reformation	Critical thinking Practical demo	Practical Exams Servicing Models
4. Practice safety and sanitation.	Social responsibility	Safety & Sanitation Test
5. Prioritization	Social and personal responsibility Communication	Discussions Accountability

Academic Dishonesty: Academic dishonesty will not be tolerated. This will result in dismissal from the program.

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 the Department Chair Jamie Hunsucker, jhunsucker1@com.edu or 409-933-8606. If further assistance is needed, please contact Rebecca Montz, rmontz@com.edu, 409-933-8948

Barber Shop Mgt. And Laws

Week 1- PSI

Learn shave strokes and sequence

Chp 13 review and vocabulary

Pack bags

Week 2- TDLR Fines and terms

Mens cutting, styling, hair and scalp care

Chp 14, 16, 17 review and vocabulary

Practical and written test

Week 3- Barber Shop Laws and Rules

Manicure appendix 781

Review and vocabulary

Practical on cut and written

Week 4- Disinfection and sanitation Ch 4,5, and 10

Written test on fines

Work on model of shop

Facial and blood exposure incident review and vocabulary

Week 5- Disinfection and sanitation

Written test on fines

Work on model of shop

Facial and blood exposure incident review and vocabulary

Week 6- Haircoloring and chemical texture Ch. 17,18

Review and vocab

Week 7-

Test for color and chemical texture

Work on model of shop

Review

Make-up work

Present

Week 8- Test

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_2023-2024_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 at 409-933-8919 or klachney@com.edu. The Office of Services for Students with Disabilities is located in the 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 8-week session is February 28. The last date to withdraw from the 16-week session is April 22. The last date to withdraw for the 2nd 8-week session is May 1. The last date to withdraw for spring mini session is May 29.

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.