



**CSME 1447.221LCL**  
**Principals of Skin Care/Facials and Related Theory III**  
**Spring 2022**  
**2/7/22 – 4/7/22 Monday - Thursday 5:00pm – 10:00pm**

**Instructor Information:** M. Massey, [mmassey1@com.edu](mailto:mmassey1@com.edu), 409-933-8114

**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.

**Student hours and location:** 3pm-5pm at The Salon, Spa & Barbering at COM: 10000 Emmett F. Lowry Expressway Suite 4000 Texas City, TX 77591

**Required Textbook:** Milady Standard Foundations with Standard Esthetics: Fundamentals, 12th edition, ISBN 9780357263792 Milady MindTap™ Online Platform  
Texas Occupations Code General Rules & Regulations Texas Department of Licensing & Regulations  
Scantron 882-E, #2 pencil  
(OPTIONAL LEARNING MATERIAL)  
Milady Online Exam Preparation for Esthetics Milady's Standard Ingredient Dictionary  
Esthetics PRACTICAL EXAM REVIEW, newest Edition

**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.

**Course Description:** Students will receive an in-depth coverage of the theory and practice of skin care, facials and cosmetics. Instruction will identify the terminology related to the skin, products, treatments; demonstrate the proper application related to skin care and cosmetics; and exhibit workplace competencies in skin care and cosmetics.

**Course requirements:**

**Make-up Project:**

1. Choose a dramatic makeup look
2. Present look to instructor for approval
3. Recreate the look on a live model (try to choose a model with same skin tone & hair color as look chosen/approved).
4. Must have before and after pictures.
5. Makeup can be cream, liquid, powder or airbrush.

## Makeup Application Project

Project must follow instructions from the Esthetic's book Chapter 12 procedures 12:1 & 12:2 and include the following:	Did not do/have = 0	incorrect use/unsanitary or not blended well 1-5	Sanitary; blended & correct amount 5-7 points
Before pictures			
Patron protection per Ch 12 pg 616-624			
Begin on a clean face or clean & tone per Ch. 12			
Primer (or moisturizer)			
Foundation (proper for skin type)			
Finishing/setting powder			
Blush			
Highlighter			
Contour			
Minimum of 3 different eye shadow colors			
Some type of artificial lash			
Mascara			
Brow pencil or powder			
Lip color			
after pic			

### Determination of Course Grade

### / Detailed Grading Formula:

MindTap/Homework	10%	
Professionalism	10%	A- 90 to 100
Attendance	10%	B- 80 to 89
Make-up project	10%	C- 70 to 79
Lab Skill Sheet	20%	D- 60 to 69
Ch.exams	10%	F- 59 & below
Final Exam	30%	

**Course outline:** All from Milady Esthetic's (white book). MindTap has assigned due dates. Please make sure you complete all assignments within the designated time, late assignments will have points deducted. You must also have all supplies needed in order to complete your practical assignment signatures. Any student that does not have all his/her supplies will not receive a signature. If you miss a step within the practical, a signature will not be given. Also, if you do not have correct patron protection or are out of order, a signature will not be given. You must take your final on the day it is assigned. Please note you must have your supplies and each step must be correct in order to receive a signature. If you forget gloves, headband, get steps out of order, etc., you will have to repeat the practical FROM THE BEGINNING in order to receive a signature. See Blackboard for more details.

Week of Feb 7th	Ch. 2 Anatomy & Physiology Part 1	MindTap (MT)Activities online
Week of Feb 14th	Ch 2 Anatomy & Physiology Part 2	MindTap Activities online
Week of Feb 21	Ch 9 Facial Massage	Exam : Ch 2 A&P; MT
Week of Feb 28th	Ch. 10 Facial Devices & Tech.	Exam: Ch 9 Facial Massage; MT
Week of March 7th	Ch. 11: Hair Removal	Exam: Ch 10 Facial Devices; MT
Week of March 14th	Spring Break	Spring Break
Week of March 21st	Ch. 12: Makeup Essentials	Makeup Project; Exam Ch 11; MT
Week of March 28th	Ch 13 Advanced Topics & Treatments	Exam Ch. 12 Makeup Essentials; MT
Week of April 4th	FINAL EXAM; Project Due; MindTap assignments Due	Final: Chapters 2, 9,10,11,12,13 of Esthetic's book; Makeup Project due; MindTap activities due; Assigned class practicals due

**Attendance Policy:** The faculty believes that experiences in the classroom and laboratory cannot be adequately duplicated if a student is absent. In addition, the Skin Care / Cosmetology Programs are designed to teach professional work habits, such as attendance. Every class is important to your success in school and you must, first, go online and self-screen before entering the building at [www.com.edu/selfscreen](http://www.com.edu/selfscreen). Make every effort to attend all classes if you do not have any symptoms listed from the online screening. In the event you have COVID or have been in contact with someone who tested positive for COVID, you must self-report at <https://www.com.edu/coronavirus/self-report-gateway> and stay home for the designated amount of time. Those who have no symptoms and have self-screened should sign in on the sheet that will be provided in each class. Excessive absences in either lecture or lab will result in a dismissal from the scheduled class. Students arriving late (after 5:15pm) or leaving early (before 10pm) or before class is dismissed, is considered a tardy. Any student missing more than an hour of class per day, will be counted absent. Any time past 4 absences, will result in being dropped from the class.

**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 only permitted to withdraw six times during their college career by State law. The last day to withdraw for the 1<sup>st</sup> 8-week session is March 3<sup>rd</sup>, April 26<sup>th</sup> for 16 week courses and May 5<sup>th</sup> for the 2<sup>nd</sup> 8 week session.

**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.

**Early Alert Program:** The Student Success Center at College of the Mainland has implemented an Early Alert Program because student success and retention is 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.

**Academic Dishonesty:** Any incident of Academic Dishonesty will be dealt with in accordance with College of the Mainland Policy and Student Handbook. Academic dishonesty, such as cheating on an exam, plagiarism and collusion is a serious offense and will result with the grade of a zero on that exam. The student/ students involved will be referred to the Office of Student Conduct for the appropriate discipline.

Plagiarism is using someone else’s words or ideas and claiming them as your own. Plagiarism is a very serious offense. Plagiarism includes paraphrasing someone else’s words without giving proper citation, copying directly from a website and pasting it into your paper, using someone else’s words without quotation marks. Any assignment containing any plagiarized material will receive a grade of zero “0” and the student will be referred to the Office of Student Conduct for the appropriate discipline action.

Link(s) to resource(s) about ways to avoid plagiarism: <http://en.writecheck.com/ways-to-avoid-plagiarism/>

**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 J. Hunsucker Chair of Human Service Careers at [jhunsucker1@com.edu](mailto:jhunsucker1@com.edu) or 409-933-8608.

<b>Student Learner Outcome</b>	<b>Maps to Core Objective</b>	<b>Assessed via this Assignment</b>
1. Explain and practice professional ethics.	Social responsibility	Exam
2. Identify the regulations and requirements of: a. Institution: b. Department: 2. Demonstrate state safety and sanitation steps	Personal responsibility	Exam
3. Demonstrate knowledge of makeup procedures.	Critical thinking	Graded Project Evaluation
4. Demonstrate knowledge of body waxing procedures.	Critical thinking	Graded Paper Skills Evaluation
5. Show proficiency in advanced mask application.	Critical thinking	Graded Project Evaluation
6. Demonstrate and practice Microdermabrasion/diamond peel.	Personal responsibility.	Graded Paper Skills Evaluation
7. Identify and practice basic paraffin wax and back treatment.	Personal responsibility	Graded Paper Skills Evaluation
8. Demonstrate and practice Professional Eyelash Extensions application.	Personal responsibility.	Graded Paper Skills Evaluation

**IMPORTANT:** Eligibility for an occupational license may be impacted by one’s criminal history. Students with a criminal history should confer with faculty or the department chairperson. Students have a right to request a criminal history evaluation letter from the applicable licensing agency.

**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](http://www.tdlr.texas.gov) Should you wish to request a review of the impact of criminal history on your potential TDLR Cosmetology Operator Certificate which leads to testing for licensure, prior to or during your quest for a certificate, you can visit [www.tdlr.texas.gov](http://www.tdlr.texas.gov) and request a “Criminal History Evaluation”: This information is being provided to all persons who apply or enroll in the program, with notice of the requirements as described above, regardless of whether or not the person has been convicted of a criminal offense. Additionally, HB 1508 authorizes licensing agencies to require reimbursements when a student fails to receive the required notice.

**Disclaimers/Additional Policies:** Instructors may, at their discretion, withdraw a student due to lack of attendance, or the inability to maintain the prescribed minimum rate of progress (70% test average) stated in the course syllabus. Also, any behavior detrimental to the learning process of the student or class. Students should be familiar with the Cosmetology Welcome Packet & Student Expectations.

**Professionalism Grading Rubric:** Prompt, Prepared, Uniform & Compliance & Hair/Make- up. All five areas must be met to receive a grade of 100%. If not met the daily professional grade will be 0.

#### **Zero Tolerance Policies:**

1. Bullying: physical or mental. We will always strive to maintain a positive atmosphere.
2. Uniform: Wear it or return home, get in uniform and return to school including lab jacket.
3. No Borrowing. Bring your supplies or go home, retrieve your supplies and return to school. Student’s attendance grade will be affected by having to leave class to retrieve needed supplies.

**The instructor can update the syllabus at any time. Please refer to blackboard for updates or changes.**

**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://build.com.edu/uploads/sitecontent/files/student-services/Student\\_Handbook\\_2019-2020v5.pdf](https://build.com.edu/uploads/sitecontent/files/student-services/Student_Handbook_2019-2020v5.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.* [https://build.com.edu/uploads/sitecontent/files/student-services/Student\\_Handbook\\_2019-2020v5.pdf](https://build.com.edu/uploads/sitecontent/files/student-services/Student_Handbook_2019-2020v5.pdf)

**Academic Success & Support Services:** College of the Mainland is committed to providing students the necessary support and tools for success in their college career. 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 Holly Bankston at 409-933-8520 or [hbankston@com.edu](mailto:hbankston@com.edu). The Office of Services for Students with Disabilities is located in the Student Success Center.

**Counseling Statement:** Any student that is needing counseling services is requested to please contact Holly Bankston in the student success center at 409-933-8520 or [hbankston@com.edu](mailto:hbankston@com.edu). Counseling services are available on campus in the student center for free and students can also email [counseling@com.edu](mailto:counseling@com.edu) to setup their appointment. Appointments are strongly encouraged; however, some concerns may be addressed on a walk-in basis.

**COVID-19 Statement:** All students, faculty and staff are expected to familiarize themselves with materials and information contained on the College of the Mainland's Coronavirus Information site at [www.com.edu/coronavirus](http://www.com.edu/coronavirus). Students are required to watch a training [video](#), complete the [self-screening](#), and acknowledge the safety guidance at: [www.com.edu/selfscreen](http://www.com.edu/selfscreen). In addition, students, faculty, and staff must perform a [self-screening](#) prior to each campus visit. Finally, students, faculty, or staff which have had symptoms of COVID-19, received a positive test for COVID-19, or have had close contact with an individual infected with COVID-19 must complete the [self-report tool](#).