



CSME 1453.221CL (7341)

Chemical Reformation

Fall 2023

Meeting Times: Lecture/Monday 5:00pm to 10:00pm

Lab/Wednesday 5:00pm to 10:00pm Dates: 8/28/2023 – 12/13/2023

Instructor Information: Ms. Nickey R. Fowler-Wilson, nfowler@com.edu, 409-933-8480

Student hours and location: Class/Lecture Monday 5:00pm to 10:00pm Class/Lab
Wednesday 5:00pm to 10:00pm ,Room #155 and Student Client Lab,COM/Mainland City Centre

Required Textbook/Materials: Milady's Standard Cosmetology with Standard Foundations (Edition 14) ; Publication Date April, 2022, Cengage Learning Milady Publishing Corp., Bronx, NY 10467 ISBN-13 9780357871492

CIMA Fundamentals Training Course by Milady /Digital Platform

Texas Cosmetology Laws and Rules. Texas Department of Licensing and Regulation

PSI Packet (www.psiexams.com download candidate bulletin for Cosmetology Operator

(Optional Learning Materials) Exam Review Workbook by Milady

CIMA Online Learning by Milady

Exam Preparation for Operators www.milady.com, Delmar Publishing, Thompson

Course Description:Theory and practical skills for chemical reformation including terminology, application, and workplace competencies.

Course Requirements: <https://com.navigate.eab.com/>. Microsoft Office 365

D2I Brightspace, One medium length straight hair mannequin, One ethnic curly hair mannequin, permanent wave implements, chemical relaxer implements, station setup tools/supplies, gel, gloves,cholesterol, 25 scantrons, Shampoo/Conditioner products,pencils, pen, and paper, 3 ring binder/tabs, highlighter, USB Flash Drive, Laptop, 8-10 packs of index note cards.

Determination of Course Grade/Detailed Grading Formula:

Professionalism/Attendance: 20%

Visual Portfolio Project, Oral Report and

Big Hair Project: 20%

Practical Skills Sheet: 30%

Unit Exams: 10%

Written Final Exam: 10%

Daily Grades: 10%

(Written Assignments,

Brightspace,

CIMA assignments,Notebook,Kit check,pop quizzes)

Practical Skills Sheet grade is all or nothing. (0% or 100%each student must have every signature for 100% or the entire grade will be a zero)

See weekly assignments for all supplies needed each week.

Grading Scale:

A- 90 to 100

B- 80 to 89

C- 70 to 79

D- 60 to 69

F- 59 & below

Course outline:

Week One-Discuss Homework,Classroom Duties,Skills Sheets, Due Dates and Course Content

Week Two- Lecture/Lab,Demo, Practical Skills, Duties,Notecards,Homework

Rough Draft/Outline/Timeline Due Monday (will discuss)

Week Three- Lecture/Lab,Demo, Practical Skills, Duties,Notecards,Homework,*Unit Exam One*

Week Four - Lecture/Lab,Demo, Practical Skills, Duties,Notecards,Homework,Oral Report Due Monday (Each Student will present)

Week Five- Lecture/Lab,Demo, Practical Skills, Duties,Notecards,Homework,*Unit Exam Two*

Week Six-Lecture/Lab,Demo, Practical Skills, Duties,Notecards,Homework

Week Seven -Lecture/Lab,Demo, Practical Skills, Duties,Notecards,Homework,*Unit Exam Three*

Week Eight -Lecture/Lab,Demo, Practical Skills, Duties,Notecards,Homework

Week Nine- Lecture/Lab,Demo, Practical Skills, Duties,Notecards,Homework,*Unit Exam Four*

Week Ten-Lecture/Lab,Demo, Practical Skills, Duties,Notecards,Homework

Week Eleven- Lecture/Lab,Demo, Practical Skills, Duties,Notecards,Homework,*Unit Exam Five*

Week Twelve- Lecture/Lab,Demo, Practical Skills, Duties,Notecards,Homework,*Big Hair Project Due*

Week Thirteen-Lecture/Lab,Demo, Practical Skills, Duties,Notecards,Homework,*Unit Exam Six*

Week Fourteen-Lecture/Lab,Demo, Practical Skills, Duties,Notecards,Homework

Week Fifteen-Lecture/Lab,Demo, Practical Skills, Duties,Notecards,Homework

Final Written Exam Monday, Visual Portfolio Projects Due Tuesday by 9:30pm, Practical Lab Skills Sheet Due Wednesday

Week Sixteen-Last Week of School, Clean School, Duties, Discuss Grades, Student Services

REMEMBER TO TAKE BEFORE, DURING AND AFTER PHOTOS OF EACH PRACTICAL

Late Work, Make-Up, and Extra-Credit Policy: Written assignments and Unit Exams are due the first day after the missed class. If later than that, I will allow one day at 20 points off. There is no make up for missed practical assignments, pop quizzes, oral exams or tests missed due to an absence not scheduled.

NO MAKEUP ON FINAL WRITTEN OR PRACTICAL EXAMS (schedule to take the exam before the exam date) **NO EXCEPTIONS**

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. If a student misses 1 hour or more per session, the grade will reflect an absence. Each absence will result in a 10-point deduction from the Attendance grade. If a student misses more than 10 percent of class time in any one course, they will be dismissed from that course. If prior to “W” day, the student may withdraw to receive a grade of W. Otherwise the grade will be F. It is the student’s responsibility to withdraw through the admissions department. Please refer to your classes’ syllabi for specific guidelines on your instructor’s absence policy.

Prenatal Appointments: For doctor appointments due to maternity, the following steps can be utilized to avoid being withdrawn for excessive absences.

1. Communicate with your instructor prior to the appointment of the absence.
2. Bring a note from the doctor stating the appointment date and time upon returning to class. You are expected to attend class before or after your appointment. Make up work will be assigned on a case-by-case basis. No other absences will be excused.

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

Student Learner Outcome	Maps to Core Objective	Assessed via this Assignment
1. Identify terminology related to chemical Reformation	Critical Thinking	Assessment
2. Follow safety and sanitation laws and rules according to the state	Social Responsibility	Safety and Sanitation Assessment

licensing agency		
3. Exhibit workplace competencies related to chemical reformation	Personal Responsibility	Practical Skills Assessment
4. Demonstrate workplace competencies.	PR	Portfolio
5. 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 the 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.
(Mrs. Hunsucker Chair of Human Service Careers Department at 409-933-8608, jhunsucker1@com.edu.)

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 October 11. The last date to withdraw from the 16-week session is November 28. The last date to withdraw for the 2nd 8-week session is December 7.

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.

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

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 below and points will be taken off for each occurrence.

Zero Tolerance Policies: 1. Bullying. Physical or Mental. We will strive to maintain a positive atmosphere at all times.

2. PROPER uniforms must be worn before you walk in the classroom. Wear it or return home, get in uniform and return to school including a lab jacket.

3.No Borrowing. Bring your supplies or go home, retrieve your supplies and return to school.

Plagiarism: The practice of taking someone else's work or ideas and passing them off as one's 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 and the student will be referred to the Office of Student Conduct for the appropriate discipline action. **Link to resource about ways to avoid plagiarism:** <http://en.writecheck.com/ways-to-avoid-plagiarism/>



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I, _____ (Please print) have received, read, and understand the Syllabus, Student Handbook and Class Schedule.

Student Name _____ **Date** _____