



Course Number and Section: CSME 1447.101

Name of Course: Principals of Skin Care/Facials and Related Theory III

Course Semester: Spring 2024

Monday - Thursday 9:00am - 12:00pm & 1:00pm - 4:00pm

Instructor Information: Ms. Savannah Davis sdavis@com.edu 409-933-8116
Cosmetology Dept. 10000 Emmett F. Lowry Expressway Suite 4000 Texas City, TX 77591

Student hours and location: Monday – Wednesday 4:00PM-7:00PM

Required Textbook/Materials: Milady Standard Foundations with Standard Esthetics: Fundamentals, 12th edition, ISBN 9780357263792

Milady CIMA™ Online Platform

Texas Occupations Code General Rules & Regulations Texas Department of Licensing & Regulations

(OPTIONAL LEARNING MATERIAL)

Milady’s Standard Fundamentals for Esthetics Student CD-ROM

Cosmetology PRACTICAL EXAM REVIEW, 4th Edition

Cosmetics Ingredient Dictionary

Course Description: Overview of the skills and knowledge necessary for the field of esthetics.

Course requirements: (including description of any special projects or assignments)

Determination of Course Grade/Detailed Grading Formula: (methods of evaluation to be employed to include a variety of means to evaluate student performance)

Professionalism	10%	A – 93 to 100
Attendance	20%	B – 92 to 85
Homework	10%	C – 84 to 77
Lab Skill Sheet	20%	D – 76 to 69
Chapter Exams	30%	F – 68 & Below

Late Work, Make-Up, and Extra-Credit Policy:

Late assignments will not be accepted. Students will receive a “0”. *Incomplete assignments will not be accepted.* Students will receive a “0”. Chapter exams/test/quiz must be taken at designated hours & allotted time period. Final exams cannot be made up; therefore, any student missing, any Final Exam (written or practical) will receive a failing number grade of “O”. (See Cosmetology Department Rules & Regulations).

Attendance Policy:

Every class is important to your success in school. Make every effort to attend all scheduled classes. A sign-in and sign-out sheet will be provided in each class. Each student must sign themselves in and out daily. If a student misses more than one (1) hour or up to half the class period, the grade will reflect an absence. Any student missing in daily class attendance (morning, mid-day, or afternoon), shall be considered absent for the day. Any time missed will affect the total number of hours needed for completion. Attendance grades are calculated as follows: each tardy equals 20 points off the attendance grade. Each absence equals a "0" attendance grade. If a student misses four (4) absences, they will be dismissed from the program. *It is the student's responsibility to withdraw through the admissions department.*

Tardy Policy: Entering the class after the time class begins is counted as a tardy. Entering the class after the halfway mark of the class is counted as an absence. Every **two** tardies will equal one absence.

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. Explain and practice professional ethics.	Social responsibility	Paper Professional Evaluation
2. Identify the regulations and requirements of: a. Institution: b. Department: c. Demonstrate state safety and sanitation steps	Personal responsibly	Paper Professional Evaluation
3. Demonstrate knowledge of makeup procedures.	Personal responsibly	
4. Demonstrate knowledge of underarm & leg waxing procedures.	Critical thinking	Skills Evaluation
5. Show proficiency in Micro-Currant techniques.	Critical thinking	Skills Evaluation
6. Demonstrate and practice Microdermabrasion.	Personal responsibility	Skills Evaluation
7. Identify and practice basic Cavitational peel.	Personal responsibility	Skills Evaluation

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. Many assignments, written and practical are completions grades. Assignment that are "Inc" will receive a number grade of a "O".

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 instructor, if you continue to have questions, please contact J. Hunsucker 409-933-8608 jhunsucker1@com.edu

Course outline:

Week 1: Chapter 2: Anatomy & Physiology D2L Comprehensive Chapter Exam CIMA Activities Due 1/21/2024 by 11:59PM	Verify All Paperwork / Review Syllabus / Clarify Practical Sheet / Verify Syllabus Signature / Lab Skills
Week 2: Chapter 9: Facial Massage D2L Comprehensive Chapter Exam Due 1/28/2024 by 11:59PM	<ul style="list-style-type: none"> • Marine Enzyme Exfoliation, Chemical Peel, Cryo Therapy
Week 3: Chapter 10: Facial Devices & Technology D2L Comprehensive Chapter Exam Due 2/4/2024 by 11:59PM	<ul style="list-style-type: none"> • LED Photo Light Facial
Week 4: Chapter 11: Hair Removal D2L Comprehensive Chapter Exam Due 2/11/2024 by 11:59PM	<ul style="list-style-type: none"> • Makeup Application w/ Band Strip Lash Application
Week 5: Chapter 12: Makeup Essentials D2L Comprehensive Chapter Exam Due 2/18/2024 by 11:59PM	<ul style="list-style-type: none"> • Granular Microdermabrasion
Week 6: Chapter 13: Advanced Topics & Treatments D2L Comprehensive Chapter Exam Due 2/25/2024 by 11:59PM	<ul style="list-style-type: none"> • Leg Waxing (Soft Wax)
Week 7: Complete All Required Skills	<ul style="list-style-type: none"> • Underarm Waxing (Hard Wax) • Complete any required skills

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 [Student Handbook 2022-2024 v4.pdf \(com.edu\)](#). *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 March 1. The last date to withdraw from the 16-week session is April 24. The last date to withdraw for the 2nd 8-week session is May 3.

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.



CSME 1447.101 Principals of Skin Care/Facials and Related Theory III Spring 2024

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 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 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.

I, _____, (please print) acknowledge that I have received, read and understand the syllabus and all requirements.


Student Signature

Date

Instructor Signature

Date

Spring 2024 Daily Class Schedule

<p>Week 1 Monday 9:00AM - 4:00PM Jan 15</p>  <p>MLK DAY No School Welcome Back</p>	<p>Tuesday 9:00AM - 4:00PM Jan 16</p> <p>Verify All Paperwork / Review Syllabus / Clarify Practical Sheet / Verify Syllabus Signature</p> <p>D2L Lecture Chapter 2 ANATOMY AND PHYSIOLOGY Part 1 CIMA 62 Activities & D2L Comprehensive Chapter Exam Due 1/21/2024 by 11:59PM</p> <p>Outside Model 1:30PM & 2:30PM (ONLY)</p> <p>(2) Take A Moment Facial</p> <p>Instr Sign _____, _____</p>	<p>Wednesday 9:00AM – 4:00PM Jan 17</p> <p>Read D2L Lecture Chapter 2 ANATOMY AND PHYSIOLOGY Part 2</p> <p>Outside Model 9:30AM, 10:30AM, 1:30PM & 2:30PM (ONLY)</p> <p>(2) The Journey Facial</p> <p>Instr Sign _____, _____</p>	<p>Thursday 9:00AM - 4:00PM Jan 18</p> <p>Outside Model 9:30AM, 10:30AM, 1:30PM & 2:30PM (ONLY)</p> <p>(2) The Extreme Facial (Must Include): Rotary Brush / Galvanic Current / Suction Machine Extractions / High Frequency Sparking / Iontophoresis Current / Massage w/ Indirect High Frequency</p> <p>Instr Sign _____, _____</p> <p>Complete Required Practical Skills</p> <p>Participation _____ Professionalism _____</p>
<p>Week 2 Monday 9:00AM - 4:00PM Jan 22</p> <p>D2L Lecture Chapter 9: Facial Massage Part 1 CIMA 30 Activities & D2L Comprehensive Chapter Exam Due 1/28/2024 by 11:59PM</p> <p>Instructor DEMO: Enzyme Exfoliant, Chemical Peel, Cryo-Therapy</p> <p>Outside Model 1:30PM, 2:30PM(ONLY)</p> <p>Student Practical Lab (2) Station / Table Setup (2) Patron Protection (2) Cleansing / Rinsing / Toning (2) Marine Enzyme Exfoliation (6-10 min) (2) Rinse/Tone (2) GlySallac Peel (15 min) (2) Rinse / Soothing Mist (2) Cryo Therapy (2) DNA Treatment Serum/Ampoule (2) Moisturizer/SPF/ Eye Cream</p> <p>Instructor Sign _____, _____</p>	<p>Tuesday 9:00AM - 4:00PM Jan 23</p> <p>D2L Lecture Chapter 9: Facial Massage Part 2</p> <p>Outside Model 1:30PM, 2:30PM (ONLY)</p> <p>(1) Set Lash Tinting</p> <p>Instr Sign _____</p> <p>(1) Set Brow Tinting</p> <p>nstr Sign _____</p>	<p>Wednesday 9:00AM – 4:00PM Jan. 24</p> <p>Outside Model 9:30AM, 10:30AM, 1:30PM & 2:30PM (ONLY)</p> <p>(1) Lip Waxing</p> <p>Instr Sign _____</p> <p>(1) Brow Waxing</p> <p>Instr Sign _____</p> <p>(1) Artificial Lash Application (8 Flares Per Eye)</p> <p>Instr Sign _____</p>	<p>Thursday 9:00AM – 9:00PM Jan. 25</p> <p>First Day Client Services</p> <p>9:30AM, 10:30AM, 1:30PM & 2:30PM (ONLY)</p> <p>Complete Required Practical Skills</p> <p>Participation _____ Professionalism _____</p>

<p>Week 3 Monday 9:00AM - 4:00PM January 29</p> <p>Chapter 10: Facial Devices & Technology Part 1 CIMA 50 Activities & D2L Comprehensive Chapter Exam Due 2/4/2024 by 11:59PM</p> <p style="text-align: center;"><u>Instructor Demo</u> B3 Enzyme Exfoliant, LED Photo Light</p> <p>Outside Model 1:30PM, 2:30PM (ONLY)</p> <p>Student Practical Lab (2) Table Setup (2) Patron Protection (2) Eyes, Lip, Face & Neck Cleansing (2) Rinse / Tone (2) B3 Enzyme Exfoliant w/steam (10 Min.) (2) Rinse / Tone (2) DNA or Collagen Ampoule (2) LED Photo Light (2) Liposome Complex (2) Moisturizer/Eye Cream/Sunscreen</p> <p>Instructor Sign _____, _____</p>	<p>Tuesday 9:00AM – 4:00PM January 30</p> <p>Chapter 10: Facial Devices & Technology Part 2</p> <p style="text-align: center;">Outside Model 1:30PM, 2:30PM (ONLY)</p> <p><u>Student Practical Lab</u> (1) Patron Protection (1) Manual Cleansing (Eyes, Lips, Face) (1) Rinse / Hot Towel (1) Toner (1) Gommage Exfoliant Application (1) Rinsing (1) Toning (1) Eye & Lip Lift (1) Moisturizer / SPF / Eye Cream</p> <p style="text-align: right;">Instructor Sign _____</p>	<p>Wednesday 9:00AM - 4:00PM January 31</p> <p>Outside Model 9:30AM, 10:30AM, 1:30PM & 2:30PM (ONLY)</p> <p><u>Student Practical Application</u> (1) Patron Protection (1) Eyes & Lip Cleanse (1) Face Manual Brush Cleanse (1) Rinse / Toner (1) Nutriment Blue Oil or DNA or Hyaluronic Ampoule (1) Paraffin Masque Application (1) Eye Cream</p> <p style="text-align: right;">Instructor Sign _____</p>	<p>Thursday 9:00AM – 4:00PM February 1</p> <p style="text-align: center;">Client Services</p> <p>9:30AM, 10:30AM, 1:30PM & 2:30PM (ONLY)</p> <p style="text-align: center;">Complete Required Practical Skills</p> <p>Participation _____ Professionalism _____</p>
<p>Week 4 Monday 9:00AM - 4:00PM February 5</p> <p>Chapter 11: Hair Removal Part 1 CIMA 68 Activities & D2L Comprehensive Chapter Exam Due 2/11/2024 by 11:59PM</p> <p><u>MAKEUP</u> SANITATION STEPS</p> <p>Outside Model 1:30PM & 2:30PM (ONLY)</p> <p>Student Practical Lab (3) Table Setup (3) Patron Protection (3) Day Makeup (Lighter Shades) (3) Sanitation</p> <p>Instructor Sign _____, _____, _____</p>	<p>Tuesday 9:00AM - 4:00PM February 6</p> <p>Chapter 11: Hair Removal Part 2</p> <p>Student Practical Lab (3) Table Setup (3) Patron Protection (3) Artificial Lashes Bands (3) Evening Makeup (Dramatic Shades) (3) Sanitation</p> <p style="text-align: right;">Instructor Sign _____, _____, _____</p>	<p>Wednesday 9:00AM - 4:00PM February 7</p> <p style="text-align: center;"><u>Instructor Demo</u> Diamond Peel Microdermabrasion</p> <p>Outside Model 10:30, 1:30PM & 1:30PM (ONLY)</p> <p>Student Practical Lab (2) Table Setup (2) Patron Protection (2) Cleansing / Rinsing (2) Soothing Mist (2) Skin Analysis (2) Diamond Microdermabrasion (2) Rinse/Cold Compress (2) Calming/Liposome/Oxygen Complex (2) Moisturizer/Eye Cream/Sunscreen</p> <p style="text-align: right;">Instructor Sign _____, _____</p>	<p>Thursday 9:00AM - 4:00PM February 8</p> <p style="text-align: center;">Client Services</p> <p>9:30AM, 10:30AM, 1:30PM & 2:30PM (ONLY)</p> <p style="text-align: center;">Complete Required Practical Skills</p> <p>Participation _____ Professionalism _____</p>

<p>Week 5 Monday 9:00AM - 4:00PM February 12</p> <p>D2L Lecture Chapter 12: Makeup Essentials Part 1 CIMA 70 Activities & D2L Comprehensive Chapter Exam Due 2/18/2024 by 11:59PM</p> <p style="text-align: center;"><u>Instructor Demo</u> Micro-Current, Lucas Sprayer</p> <p>Outside Model 1:30PM, 1:30PM (ONLY)</p> <p>Student Practical Lab (2) Table Setup (2) Patron Protection (2) Eyes, Lip, Face & Neck Cleansing (2) Rinse / Tone (2) Apply Aquasonic Transmission Gel (2) Micro-Current Technique (2) Rinse/Tone w/ Lucas Spray (2) Calming/Liposome/Oxygen Complex (2) Moisturizer/Eye Cream/Sunscreen</p> <p style="text-align: right;">Instructor Sign _____, _____</p>	<p>Tuesday 9:00AM - 4:00PM February 13</p> <p>D2L Lecture Chapter 12: Makeup Essentials Part 2</p> <p style="text-align: center;">Complete Required Practical Skills</p> <p>Outside Model 1:30PM & 2:30PM (ONLY)</p>	<p>Wednesday 9:00AM - 4:00PM February 14</p> <p style="text-align: center;"><u>Instructor Demo</u> Wood's Lamp / Granular Microdermabrasion</p> <p>Outside Model 10:30AM, 1:30PM & 2:30PM (ONLY)</p> <p>Student Practical Lab (2) Table Setup (2) Patron Protection (2) Cleansing / Rinsing (2) Soothing Mist (2) Wood's Lamp Skin Analysis (2) Granular Microdermabrasion (2) Rinse/Cold Compress (2) Calming/Liposome/Oxygen Complex (2) Moisturizer/Eye Cream/Sunscreen</p> <p style="text-align: right;">Instructor Sign _____, _____</p>	<p>Thursday 9:00AM - 4:00PM February 15</p> <p style="text-align: center;">Client Services</p> <p>9:30AM, 10:30AM, 1:30PM & 2:30PM (ONLY)</p> <p style="text-align: center;">Complete Required Practical Skills</p> <p>Participation _____ Professionalism _____</p>
<p>Week 6 Monday 9:00AM - 4:00PM February 19</p> <p>Chapter 13: Advanced Topics & Treatments Part 1 CIMA 55 Activities & D2L Comprehensive Chapter Exam Due 2/25/2024 by 11:59PM</p> <p style="text-align: center;"><u>Instructor Demo</u> Leg Waxing (Soft Wax)</p> <p>Student Practical Application (1) Table Setup (1) Patron Protection (1) Cleanse / Powder (1) Leg Waxing (1) Sanitation</p> <p style="text-align: right;">Instructor Signature (1) _____</p>	<p>Tuesday 9:00AM - 4:00PM February 20</p> <p>Chapter 13: Advanced Topics & Treatments Part 1</p> <p style="text-align: center;">Complete Required Practical Skills</p> <p>Outside Model 1:30PM & 2:30PM (ONLY)</p>	<p>Wednesday 9:00AM - 4:00PM February 21</p> <p>Chapter 13: Advanced Topics & Treatments Part 1</p> <p style="text-align: center;"><u>Instructor Demo</u> Underarm (Hard Wax)</p> <p style="text-align: center;"><u>Student Practical Lab</u></p> <p>Student Practical Application (1) Table Setup (1) Patron Protection (1) Cleanse / Powder (1) Underarm Waxing (1) Sanitation</p> <p style="text-align: right;">Instructor Signature (1) _____</p>	<p>Thursday 9:00AM - 4:00PM February 22</p> <p style="text-align: center;">Client Services</p> <p>9:30AM, 10:30AM, 1:30PM & 2:30PM (ONLY)</p> <p style="text-align: center;">Complete Required Practical Skills</p> <p>Participation _____ Professionalism _____</p>

<p>WEEK 7 Monday 9:00AM-4:00PM February 26</p> <p>1:30PM & 2:30PM (ONLY)</p> <p>Complete Required Practical Skills</p>	<p>Tuesday 9:00AM - 4:00PM February 27</p> <p>1:30PM & 2:30PM (ONLY)</p> <p>Complete Required Practical Skills</p>	<p>Wednesday 9:00AM - 4:00PM February 28</p> <p>9:30AM, 10:30AM, 1:30PM & 2:30PM (ONLY)</p> <p>Complete Required Practical Skills</p>	<p>Thursday 9:00AM - 4:00PM February 29</p> <p>Client Services</p> <p>9:30AM, 10:30AM, 1:30PM & 2:30PM (ONLY)</p> <p>Complete Required Practical Skills</p> <p>Participation _____ Professionalism _____</p> <p><u>ALL LAB SHEETS DUE</u></p>
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