



BARB-1404-101/301C1
INTRODUCTION TO BARBERING
FALL 2024
08/19/2024-10-10-2024
MON-THURS 1:30-6:30PM

Instructor Information: Michael Rodriguez, mrodriguez4281@com.edu 409-933-8480

Student hours and location: Monday - Tuesday 9am-1:30pm, and Monday 6:30-7:30pm . Available via email at mrodriguez4281@com.edu, by phone on 409-933-8480, or Room 149 @10000 Emmett F. Lowry Expressway Suite 4000 Texas City, TX 77591

Required Textbook/Materials: Milady Standard Professional Barbering Book, 6th Edition, CIMA online assignments, current Texas Barber Laws and Rules Book, TDLR (Texas Department of Licensing and Regulations), Student barber tool/supply kit, Mannequins for skills and final exams, all implements/supplies to complete skills in preparation for TDLR Class A Barber Exam, and Candidate Bulletin (PSI)

Course Description: Basic techniques for hair cutting. Introduction to the related skills of shampooing and treatments, and of trimming beards and mustaches.

Course requirements: Milady Standard Professional Barbering Book Bundle, the Student Barber Toolkit. Note: Laptops are available for use during school hours only and cannot be borrowed or checked out. Models upon request.

Determination of Course Grade/Detailed Grading Formula: Practical and theory participation, unit assignments, skill assessments, research presentations, unit tests and exams. All written tests must be passed with a 70 or higher to pass the course. Students are allowed one re-take of a test during the course. No re-take for end of semester exams.

Detailed Grading Formula:

Attendance	**10%
Professionalism	**10%
Daily Assignments	**20%
Tests	**30%
End of Semester Exams	**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 planning with the instructor on the first day back from an absence (this is the student's responsibility).

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 more than half the class period, the grade will reflect an absence. Any time missed will affect the total number of days required for completion. 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 can 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 sit for the license exam. It is the student’s responsibility to understand the course requirements, maintain sufficient attendance, and complete the work.

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 before the absence appointment.
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.
3. Make-up work will be assigned on a case-by-case basis.

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/Barber Welcome Packets & Student Expectations.

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 and discuss hair products and their chemistry;	Communication Skills Personal Responsibilities Critical Thinking	Practical Skills
2. Demonstrate shampooing and treatment techniques and identify the basic anatomy of the head, face, and neck	Professional Responsibility Critical Thinking	Practical Tests Practical Skills
3. Demonstrate standard shaving techniques	Professional Responsibility Critical Thinking	Practical Skills

4. Define haircutting terms and exhibit proficiency in giving a basic haircut	Professional Responsibilities Critical Thinking	Written Tests Practical Skills
5. Practice safety and sanitation.	Professional Responsibility Personal Responsibility Social Responsibility	Practical Tests Practical Skills

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 Jamie Hunsucker, at 409933-8480, or jhunsucker1@com.edu

Course outline: COURSE OUTLINE CAN BE FOUND ON PAGE 6

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 8-week session is October 2. The last date to withdraw from the 16-week session is November 15. The last date to withdraw for the 2nd 8-week session is November 26.

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.

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.

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.

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.



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Intro to Barber Class Schedule Fall 2024

Week 1 – August 19-22-2024

Welcome Packet, Syllabus, Class Schedule, and review Student Barber Kit,
Life Skills- **CH 2 Pg.22-36** Hygiene- **CH 3 Pg.40-50**

PREPARING STUDENTS TO BE GREAT EMPLOYEES-handout

Demonstrate - Station Set Up

Skill Assignment – Station Set Up

CIMA Assignments

Questions and Answers (Q&A)

Week 2 – August 26-29-2024

The History of Barbering **CH 1 Pg. 6-20**

Introduction to the TDRL Barber Laws and Rules

Meeting Licensure Requirements

Demonstrate - Station Set Up - Blood Exposer Incident **Pg. 95-97**

Cleaning and Disinfecting

Skill Assignment – Station Set Up - **Think of your TIME CAPSULE**- Station Set Up

CIMA Assignments

Questions and Answers (Q&A)

Week 3 -Sept. 2-5-2024

Sanitation, Disinfection, Sterilization, and Safety **CH 4 Pg. 56-84**

Pathogen and Bacteria **CH 4 Pg. 64-85**

Professional Responsibilities as a Barber (**page 85**)

Cleaning and Disinfecting of Implements and Equipment **Pg. 86-92**

Demonstrate – **TIME CAPSULE Pg. 29** -Scalp Analysis and Men's clipper cut

Skill Assignment – Blood Exposer Incident - Cleaning and Disinfecting - Scalp Analysis and Men's clipper cut

CIMA Assignments

Questions and Answers (Q&A)

Week 4 -Sept 9-12-2024

The History of Barbering **CH 1 Pg. 6-20**

Introduction to the TDRL Barber Laws and Rules

Meeting Licensure Requirements

Implements, Tools and Equipment **CH 5 Pg. 104–134**

Hair and Scalp Disorders and Analysis **CH 10 Pg. 248-268**

Correct Draping for Client Services **CH 11 Pg. 286-289**

Demonstrate – TIME CAPSULE **Pg. 29-** Scalp Analysis and Men's clipper cut

Skill Assignment – TIME CAPSULE

Station Set Up - Scalp Analysis and Men's clipper cut

CIMA Assignments

Questions and Answers (Q&A)

Week 5 – Sept 16-19-2024

Hair Cutting and Hair Styling **CH 14 Pg. 384-421**

Consultation and Analysis

The Skin, Structure, Diseases and Disorders **CH 9 Pg. 222-240**

Identifying Disease and Disorders of the Skin

Understanding Skin Cancer-A, B, C, D.

Client Consultation (Analysis during consult) **Pg. 265**

Demonstrate – Scalp/Skin Analysis and Men's clipper cut and Style

Skill Assignment – Station Set Up - Scalp Analysis and Men's clipper cut

Mind Tap Assignments Questions and Answers (Q&A)

Week 6 – Sept. 23-26-2024

Shaving and Facial Hair Design **CH 13 pg. 338-381**

Identifying the Part of The Straight Razor **CH 5 Pg. 119-120**

Client Protection and Razor Safety - **LOCK CHAIR - CLOSE RAZOR**

Learning to How to Hold the Straight Razor

Preparing The Client for a Professional Shave- Draping, 2 LATHERS

The 3 Razor Strokes of a Professional Shave, and the 14 Shave Areas

Demonstrate – Skin Analysis, Beard/Mustache Trimming, TDLR Professional Shave (on a practice balloon)

Towel Wrapping **Pg.-36-37**

Skill Assignment – Station Set Up - Skin Analysis, Professional Shave (on a practice balloon)- Review for Written-Practical Exams

Week 7 – Sept. 30-Oct. 3-2024

Review for Written-Practical Exams

WRITTEN REVIEW

TAKE WRITTEN EXAM

Week 8 – Oct. 10-14, 2024

Review for Practical Exam

PRACTICAL REVIEW

TAKE PRACTICAL

BARB 1404-101C1 Fall 2024
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I, _____, (please print) acknowledge that I received, read, and understand this syllabus.

Student Signature: _____

Date: _____

Print Name: _____

Date: _____