



CSME 2401.502CL
Principles of Hair Coloring & Related Theory
Course Semester: Fall 2022
August 22nd to October 13th
Monday, Tuesday & Thursdays 8:30am – 12:00pm and 1:00pm – 4:30pm

Instructor Information: Mrs. Candice Edmonston, cburgess1@com.edu 409-933-8481

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: Monday, Tuesday, and Thursday 730am-8:30am, available via email, phone, Group Me, or my office, #145

Posted on Mr. Edmonston's door. Office number 145

Class Time: Monday, Tuesday, Thursday

Required Textbook: Milady's Standard Textbook of Cosmetology
CIMA
Texas Department of Licensing and Regulation Laws and Rule Book

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: This is a presentation of the theory, practice, and chemistry of hair color. Instruction will identify terminology, demonstration of the proper application and exhibit workplace competency related to hair color.

Course Requirements: Students will complete Chapter 21 on CIMA. The students will have 3 projects assigned for this class. See name & due dates below:

Color Wheel Project: September
Vivid Project: Last Week

Hair color Portfolio: Last Week

Daily Grades: Consist of a daily participation grade. This also includes a duty that will be assigned each week. If the duty is not performed, 10 points will be deducted from the Daily Grade.

Materials: 2 mannequins, station set up bag, capes, brushes & clips bag, hair color bag, thermal styling bag.

Determination of Course Grades:

Professionalism, Attendance	10%
MindTap, Daily Grades, Diagrams, Client Lab	30%
Color Wheel Project, Practical Sheets	20%
Chapter Exams	20%
Final Exams (Written & Practical)	20%

See detailed daily class schedule attached.

Professionalism Grading Rubric: Prompt to class, prepared for class, conduct online, through email and through GroupMe.

Principles of Hair Color Lab Skill Sheets are to completely be done in lab when class meets face to face to receive 100%.

Additional Classroom Conduct:

- Students may not use phone during lecture, practical assignments. If students are using phone during these times, a 5point deductions will occur on their Professionalism grade.
- Students must come to class in dress code every day. Students not in dress code will have a 5point deduction on their Professionalism grade.
- Students must bring supplies to every class. Students that do not have supplies during class will receive a 5point deduction from their Professionalism grade.

Attendance Policy: Every class is important to your success in school. Make every effort to attend all classes. Assign in sheet will be provided in each class. Each student must sign themselves in and out daily. If a student misses more than one hour during a class period, the grade will reflect an absence. Any time missed will affect the total number days required for completion. Attendance grades are calculated as follows: Each tardy is 10 points off the attendance grade. Each absence is 15 points off the attendance grade.

If a student misses more than 4 absences, they will 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 advance to the next courses and to be able sit for the licensor exam. It is the student's responsibility to understand the course requirements and maintain sufficient attendance and work completion.

Tardiness Policy: Entering the class after the time class begins is counted as a tardy. Leaving class before it's over counted as a tardy. Every four tardy equals one absences.

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 5. The last date to withdraw from the 16-week session is November 18. The last date to withdraw for the 2nd 8-week session is December 1.

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 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.

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.

Plagiarism: 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** and the student will be referred to the Office of Student Conduct for the appropriate discipline action. Google search, copy and paste are considered 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 Jamie Hunsucker, Director of the Cosmetology Department, 409-933-8480 jhunsucker1@com.edu

Make-Up Policy: Written assignments/book work may be turned in on the **First** day back. Written tests may be made up by making arrangements with the instructor on the first day back from an absence (this is the students responsibility; Practical skills & Oral Reports may not be made up. **NO LATE WORK IS ACCEPTED**

1. Define Related Terminology	Critical Thinking	Exam
2. Demo Proper Application	Empirical and Quantitative	Practical Skills Sheet/Exam/Portfolio
3. Demonstrate Safety and Sanitation	Social Responsibility	Sanitation and Safety Exam
4. Workplace Competencies	Teamwork	Lab Skills

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.

Institutional Policies and Guidelines

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.

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. *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

ADA Statement: Any student with a documented disability needing academic accommodations is requested to contact Michelle Brezina at 409-933-8124 or mvaldes1@com.edu. The Office of Services for Students with Disabilities is in the Student Success Center.

Contagious Illnesses: In the event a student contracts a contagious illness, such as COVID 19 or strep, the following steps can be utilized to avoid being withdrawn for excessive absences.

1. For COVID 19
 - a. self-report on the COM website. Follow the instructions given.
 - b. email your instructors with a copy of doctor's note or test result. These should be dated.
2. For other contagious illnesses
 - a. Email the instructor with a copy of a doctor's note stating that you may not attend school, with dates and your name. (Any days missed prior to this will count toward total absences)
3. Once the instructor receives the Test result or doctor's note, they will email the student (to COM email) instructions on assignments that can be completed from home. These will be assigned on a case-by-case basis. Communicate with your instructor about this. If these assignments are completed by the due date, the days missed will not count toward your absences.

Maternity 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.
3. Make up work will be assigned on a case-by-case basis.

*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.

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.

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 strive to always maintain a positive atmosphere.
2. Uniform. Wear it or return home, get in uniform, and return to school including lab jacket
5. No Borrowing. Bring your supplies or go home, retrieve your supplies, and return to school.

Color Weekly Schedule

Week 1

1. Review syllabus and supplies needed for class.
2. CIMA
3. Portfolio – Go over Rubric for Principals of Haircutting
Notes: Portfolio will include all practical assignments (2 of each haircut with styling) Take 3 pictures of dry mannequin before and 3 pictures after with hair styled. Place pictures in your portfolio each week and all pictures need to have labels of each set of before pictures and each set of after pictures and the name of each haircut. Can be in PowerPoint or on social media. Due Tuesday October 11th
Color Wheel Project – This project can be anything such as a painting, artwork, food, etc. Your project must have all colors on the color wheel, any object will be accepted. Be creative in this assignment. Rubric will be attached below.
4. Bags needed for this class: Station Set Up, Capes, Clips & Brushes Bag, Haircolor Bag, Hot Tools & Hairstyling Bag.
5. Every day we meet, student must be prepared for practical assignments. If a student does not participate in daily assignments, 10 points will be deducted from daily grades.
6. Start on Chapter 21 PowerPoint – Part One

Week 1

Monday, August 22nd

Instructor Demo:

1. Lecture: Ch. 21, Part 1
2. Identifying Natural Hair Level & Tone – With Level Finder
3. Haircolor & Developer. How to mix the 2
4. Moch - Basic All Over

Student Assignment:

1. Notes: Ch. 21, Part 1
2. Find natural level of Mannequin
3. Moch Basic All Over – Time
4. Zero Degree HC
5. Shampoo & ROUND BRUSH Style
6. Sanitize station & tools.

Tuesday, August 23rd

Instructor Demo:

1. Lecture: Ch. 21, Part 1
2. Diagram: Basic All Over
3. Formulate: Quad Mannequin

Student Assignment:

1. Notes: Ch. 21, Part 1
2. Formulation Cards
3. Quad Mannequin – Apply formulated color.
4. 120 Degree HC, Shampoo & Style
5. Take photo for Portfolio. Must have formulation included.

Daily Grade: _____
Professionalism Grade: _____

Thursday, August 25th
Client Lab

Daily Grade: _____
Professionalism Grade: _____

Week 1 -2 Online Assignments:

CIMA

Chapter 21 – Due Monday 29th

Week 2
Monday, August 29th

Instructor Demo:

1. Lecture: Ch. 21, Part 1
2. Reminder: Exam is next Monday, 9/5
3. Assign: Color Wheel Projects – Hand out Rubric. Due 9/12
4. Go over Lightener & Developer & how its mixed.
5. Diagonal Slice Highlights – Partial Head
6. Toners – Go Over Shades EQ & Processing Solutions

Student Assignment:

1. Notes: Ch. 21, Part 1
2. Diagonal Slice Highlights
3. Toners – Shades EQ & Processing Solution
4. Take Photo for Portfolio – Must Have Formulation!

Daily Grade: _____

Professionalism Grade: _____

Tuesday, August 30th

Instructor Demo:

1. Lecture: Ch. 21, Part 1 – Students take notes (for a grade)
2. Diagram Diagonal Slice Highlights
3. Toners – To be continued
4. Horizontal Weave Highlights & Baby Lights

Student Assignment:

1. Notes: Ch. 21, Part 1 (**TEST MONDAY, September 5th**)
2. Horizontal Weave Highlights & Baby Lights, Tone
3. Shampoo & Style, Directional Blow Dry
4. Sanitize station & tools.
5. Take Photo for Portfolio – Must Have Formulation!

Daily Grade: _____

Professionalism Grade: _____

Thursday, September 1st
Client Lab

Week 1 -2 Online Assignments:

MindTap:

Chapter 21 – Work Due Monday September 5th

Week 3

Monday, September 5th

Instructor Demo:

1. Exam: Ch. 21, Part 1
2. Notes: Chapter 21, Part 2
3. Color Wheel Project Reminder – Due 9/12
4. Quad Mannequin: HighLights & LowLights – Student will use mock color for LowLights

Student Assignment:

1. Exam: Ch. 21, Part 1
2. Notes: Chapter 21, Part 2
3. Quad Mannequin: Highlights & Lowlights
4. Cut 180 Degree Haircut
5. Shampoo & Style
6. Take photo for Portfolio. Must have formulation included

Daily Grade: _____
Professionalism Grade: _____

**Tuesday, September 6th
Model Day**

Daily Grade: _____
Professionalism Grade: _____

**Thursday, September 8th
Client Lab**

Daily Grade: _____
Professionalism Grade: _____

Week 3 - 4 Online Assignments:

MindTap:

Chapter 21, Part 2 Next Monday September 12th.

Week 4
Monday, September 12th

Instructor Demo:

1. Notes: Chapter 21, Part 2
2. Reminder: Exam next Monday 9/19
3. Reminder: Color Wheel Project– Due Week 4, 9/12
4. Diagram: Quad Mannequin: HighLights & LowLights
5. Bayalage

Student Assignment:

1. Notes: Chapter 21, Part 2
2. Diagram: Highlights & Lowlights
3. Bayalage
4. Shampoo & Style
5. Take photo for Portfolio. Must have formulation included

Daily Grade: _____
Professionalism Grade: _____

Tuesday, September 13th
Guest Artist

Daily Grade: _____
Professionalism Grade: _____

Thursday, September 15th

Client Lab

Daily Grade: _____
Professionalism Grade: _____

Week 3 - 4 Online Assignments:

MindTap:

Chapter 21, Part 2 DUE Monday September 19th.

Week 5
Monday, September 19th
Color Wheel Project Due TODAY

Instructor Demo:

1. Color Wheel Projects Due Today
2. Exam: Ch. 21, Part 2
3. Notes: Ch. 21, Part 3
4. Bayalage 2 (Bring Higher to Root)

Student Assignment:

1. Exam: Ch. 21, Part 2 **Test September 19th**
2. Present: Color Wheel Projects
3. Bayalage 2 (Bring Higher to Root)
4. Shampoo & Style
5. Take photo for Portfolio. Must have formulation included.

Daily Grade: _____
Professionalism Grade: _____

**Tuesday, September 20th
Model Day**

Daily Grade: _____
Professionalism Grade: _____

**Thursday, September 22nd
Client Lab**

Daily Grade: _____
Professionalism Grade: _____

Week 5 - 6 Online Assignments:

MindTap:

Chapter 21, Part 2 Due Monday September 26th.

Week 6

Monday, September 26th

Instructor Demo:

1. Notes: Ch. 21, Part 3
2. Reminder: Vivids Project Due Week 8, Tuesday, October 4th at the BEGINNING of class
3. Blonde All Over – Talk about what would need to happen to go back dark.
4. Diagram: Vivid Placement

Student Assignment:

1. Notes: Ch. 21, Part 3
2. Blonde All Over
3. Shampoo & Style
4. Take photo for Portfolio. Must have formulation included.
5. Diagram: Vivid Placement

Daily Grade: _____
 Professionalism Grade: _____

Tuesday, September 27th
Model Day

Daily Grade: _____
 Professionalism Grade: _____

Thursday, September 29th
Client Lab

Daily Grade: _____
 Professionalism Grade: _____

Week 5 - 6 Online Assignments:

MindTap:

Chapter 21, Part 3 DUE Monday October 3rd.

Week 7

Monday, October 3rd

Instructor Demo:

1. Exam: Ch. 21, Part 3 **Test Monday October 3rd**

2. Reminder: Vivids Project Due Week 8 Tuesday 10/4/22, at the BEGINNING of class
3. Quad Mannequin, Complete Color Assignment

Student Assignment:

1. Exam: Ch. 21, Part 3
2. Quad Mannequin – Complete Color Assignment
3. Take photo of Quad for Portfolio. Formulations must be on each quad

Daily Grade: _____
Professionalism Grade: _____

Tuesday, October 4th
Catch Up Day

Daily Grade: _____
Professionalism Grade: _____

Thursday, October 6th
Client Lab

Daily Grade: _____
Professionalism Grade: _____

Week 8

- **Practical Exam – Monday 10/10/22**
- **Portfolio Due Monday, 10/11/22**
- **Vivids Project Due Tuesday 10/04/22**
- **Written Exam – 10/11/21**



**CSME 2441.502
Prep for State licensing
Fall 2022**

I, _____ (please print) have received, read, and understand
this syllabus.

Student signature

Date

**Candice Edmonston
Associate Professor
Department Coordinator
Cosmetology Club
Advisor
College of the Mainland Cosmetology Department**