



CSME 2333.221 C0
Application of Skin Care/Facials Tech II
Fall 2025
November 10, 2025 – December 4, 2025
Monday-Thursday 5:00pm-10pm

Instructor Information: Mrs. Massey COM Email: mmassey1@com.edu 409-933-8114

Student hours and location: Monday -Thursday 3pm -5pm & 10pm-10:15pm; Office 148; Friday virtual 4:30-6:30pm Microsoft Teams

Required Textbook/Materials: Milady Standard Foundations with Standard Esthetics: Fundamentals, 12th edition, ISBN# 9780357993842 including Milady CIMA™ Online Platform Texas Occupations Code General Rules & Regulations Texas Department of Licensing & Regulations

(OPTIONAL LEARNING MATERIAL):
 Milady’s Cosmetics Ingredient Dictionary, 4th Edition

Course Description: Continuation of the Application of Facial and Skin Care Technology I. Preparation for the state licensing Facial Specialty Exam.

Course requirements: Demonstrate professional ethics, sanitation and safety. Demonstrate the rules and regulations of the institution, department and state. Texas Department of Licensing and Regulations (TDLR) Administrative Code / Chapter 83.100 / Sec. 83.101 / Sec. 83.102 & Sec. 83.103 Students are expected to assume the responsibility for learning. Your instructor will assist you, but the actual responsibility rests with you. Students are also expected to devote their energy to attaining the skills and knowledge required for their career goals.

Esthetics: Fundamentals Textbook
 Chapter 4: Disorders & Diseases of the Skin
 Chapter 6: Skin Care Products: Chemistry, Ingredients & Selection
 Chapter 7: The Treatment Room
 Chapter 8: Facial Treatments

Determination of Course Grade/Detailed Grading Formula:

Paper Assignment:	Unit Exams and Written Assignments	10%
Professionalism:	On time, prepared; courteous; in uniform	10%
Attendance:	Being present in class on time	10%

Participation:	Performing daily tasks/duties or class engagements	10%
Project/Presentation:	Oral Presentation of product	10%
Exams:	Final	30%
Lab Skill Sheet:	Practical Skills	20%

Grading formula: A = 90 – 100, B = 80 – 89, C = 70 – 79, D = 60 – 69, F = 59 and below

Professionalism Grading Rubric: Prompt, Prepared, in proper Uniform Compliance & Hair/Make- up, participating and actively listening. All 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.
4. Please place your cell phones and electronics away during lecture. Also remain quite to allow students to focus.

Late Work, Make-Up, and Extra-Credit Policy: Late tests or homework/assignments will be deducted 10 points for being late, even 1 day. Any CIMA activities needing extended dates will be 10 points deducted for each request. Makeup work must be completed in a timely manner. It is your job to get your missed assignments the first day you return to class. The due date will be determined for the assignment at that time. If it is not turned in by the determined due date, it will be counted late and points are then deducted according to the late work policy. **Practical sheets must be completed in its entirety to obtain a grade of 100. If the practical sheet is not complete at the end of class, it is a zero grade. Any practicals not completed according to the book, with proper draping and patron protection, WILL NOT receive a signature. If the practical sheet is lost, the signatures will also be lost and the student must start over.**

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. Students must maintain regular attendance to guarantee completion of hours by the end of the program. A sign-in sheet will be provided in each class. Each student must sign themselves in and out daily. Please do not sign in/out for another student. Each absence is a zero for the attendance grade and a 50 for arriving late or leaving early.

All classes must be passed with a grade of C or better to move to the next course. Due to this, schedule changes from evening to daytime is only allowed with special permission from the department chair and advisor; and it is limited to one switch per student.

Absence: Missing more than an hour of class is considered an absence.

Since this course is only a four week class, you are allowed only two absences. Excessive absences, even 1 tardy after TWO (2) days missed, in either lecture or lab, will result in a dismissal from the program. Missing one hour or more than an hour of class is considered an absence. Remember 4 tardies equal 1 absence. A tardy is if you arrive after class starts or if you leave before class is dismissed.

Tardiness: A tardy is if you arrive after class starts or if you leave before class is dismissed. There are no “excused” absences. You will receive a fifty (50) grade for each day you are tardy. Please save your absences for when you absolutely NEED them.

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. We will use Microsoft Teams

Student Learner Outcome	Maps to Core Objective	Assessed via this Assignment
1. Demonstrate and practice professional massage technique.	Critical Thinking	Graded Paper & Practical Skills Evaluation
2. Identify a variety skin diseases and disorders.	Critical Thinking	Graded Paper Evaluation
3. Demonstrate knowledge of skin care ingredients’ effect on the skin.	Communication Skills	Oral Presentation/Graded Evaluation
4. Demonstrate multi-functional facial machine usage	Personal Responsibility	Practical Evaluation
5. Understand proper set up for the treatment room	Critical Thinking	Practical Evaluation

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. All students must maintain an **Exam GPA of “70” or higher** to remain in registered class. Students failing to maintain required written exam average will be dropped from the program.

Classroom Conduct Policy: College of the Mainland requires that students enrolled at COM be familiar with the Standards of Student Conduct, which can be found in the on-line Student Handbook. Students are expected to be familiar with and abide by the Student Code of Conduct. Any violations of the Code of Conduct will result in a referral to the Dean of Students and may result in dismissal from this class.

Electronics use in class: Please do not use electronic devices during lecture. You will be given time to work on CIMA after lecture and check your phones before/after class and during break.

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 on client days.)
3. No Borrowing. Bring your supplies or go home, retrieve your supplies and return to school – attendance/tardy rule will apply.
4. Please place your cell phones and electronics away during lecture. Also remain quite to allow students to focus.

The instructor may update the syllabus at any time. Please refer to D2L BrightSpace regularly for updates or changes.

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 .

Course outline:

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WEEK	Dates	Student assignment	Instructor Demo of Practical
13	11/10-11/13	Esthetics Ch 4: Disorders & Diseases of the Skin	Take a Moment
14	11/17-11/20	Esthetics Ch 6: Skin Care Products: Chemistry, Ingredients & Selection	Refresh & Renew
14	11/17-11/20	Exam Esth. Ch 4	Ultimate Rejuvenation (2)
15	11/24-11/27	Esthetics ch 7: The Treatment Room	GlySal Chemical peel (2)
15	11/24-11/27	Oral presentation (sell me your product)	
15	11/24-11/27	Exam Esth Ch 6	
16	12/01-12/04	Esthetics: Chapters 8: Facial Treatments	Brow waxes (2)
16	12/01-12/04	Final: Esthetics Chs 4, 6-7	Lip waxes (1)

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-2025-2026.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 1. The last date to withdraw from the 16-week session is November 14. The last date to withdraw for the 2nd 8-week session is November 25.

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.

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.

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.