



Course Number and Section: BARB 2444.101CL

Name of Course: Barber Law/Shop Management II

Course Semester (Summer 2024)

Mon- Thurs 9a.m.- 1p.m.

Instructor Information: Andrea Cruz, acruz12@com.edu, Michael Rodriguez
mrodriguez4281@com.edu 409-933-8732

Student hours and location: 100000 Emmett F Lowry Expy, Ste 4100 Texas City TX 77591

Required Textbook/Materials: Milady Barber Textbook 16th Edition

PSI packet,

Texas Barber Law book,

CIMA

Course Description: TDLR state licensure test review and practical techniques perfected

Course requirements: Must make an 85 or higher on any and all testing

Determination of Course Grade/Detailed Grading Formula:

Participation- 25%

Attendance- 25%

Practical Test-25%

Written Test- 25%

Late Work, Make-Up, and Extra-Credit Policy: YOU are responsible to arrange make-up tests, all materials given in class are available in the make up folder under the day you missed. Extra credit is given for a variety of reasons, including; good work ethic,

healthy decisions such as drinking water, eating healthy, stretching before class, arriving early, sharing knowledge, exercising, winning reviews and/or other games or projects.

Attendance Policy: 5 points off attendance grade for absence, 2.5 for tardies, no more than 4 absences allowed. Includes being asked to leave due to lack of materials, out of dress code, or any other misconduct.

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. Mastery of TDLR written tests	Critical thinking	Test
2. Mastery of TDLR practical exam	Critical thinking	Test
3. Fine tune packing and labels for test	Critical thinking	Test
4. Review	Social responsibility	Test
5. Demonstrate	Social and personal responsibility Communication	Test

Academic Dishonesty: Cheaters will be dismissed from my class. For all test countertops and desks shall remain clear and free of all items, folders, food, drinks. EVERYTHING.

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- Head of Department at jhunsucker1@com.edu

Week 1 Monday 6/3-Thursday 6/6

Disinfection *Ch. 4,5,10*

Chemical Practical Procedure

Chapter Review/ Vocabulary

Disinfection Written Exam

Chemical Practical test

Week 2 Monday 6/10- Thursday 6/13

Shaving *Ch 13* Chapter

Review/ Vocabulary

Facial and Manicure Procedure

Shaving Written Exam

Facial and Manicure Practical exam

Week 3 Monday 6/17-Thursday 6/20

Haircut and Style *Ch 14/16*

Chapter Review/ Vocabulary

Haircut and Style written exam

Shaving and Blood exposure practical test

Week 4 Monday 24- Thursday 27

Chemical Reformation *Ch 17*

Chapter Review/ Vocabulary

Run through all services in practical test up to cut

Week 5 Monday 7/1- Wednesday 7/3

Chemical reform *Ch 17*

Chapter Review/ Vocabulary

Written Chemical Reformation test

Run through all Practical from cut to end

Week 6 Monday 7/8- Thursday 7/11

Hair color *Ch 18*

Review/ Vocabulary

Written Hair color exam

Run through ENTIRE practical

Week 7 Monday 7/15- Thursday 7/18

Licensing and regulations *Ch 19*

Review/Vocabulary

Written test on Licensing

Run through entire practical test

Week 8 Monday 7/22 - Thursday 25

Scalp and Nails *Ch 17 & Appendix*

Review/Vocabulary

Written on scalp and Hair disorders/nails

Run through entire practical test

Week 9 Monday 7/29- Thursday 8/1

Review All

Run through all practical

Week 10 Monday 8/5- Thursday 8/8

Finals

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 5-week session is July 1. The last date to withdraw from the 10-week session is July 30. The last date to withdraw for the 2nd 5-week session is August 2.

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.

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

Student signature

Date