



Course Number and Section (BARB 2432-101/301 C2)

Name of Course (Barber Law/Shop Management I)

Course Semester (Spring 2025)

Time and days of course: Monday – Thursday

3/10/2025-5/8/2025 1:30pm – 6:00pm

Instructor Information: Michael Rodriguez mrodriguez4281@com.edu 409-933-8418

Student hours and location: Monday 9:00 am – 12:00 pm Tuesday (9:00 am – 12:00 pm
10000 Emmett F. Lowry Expressway, Office 143, Texas City, TX 77591

Virtual Monday and Tuesday 12:00pm – 1:00 pm

Required Textbook/Materials:

- Professional barber kit including Professional clippers with guards
- Trimmer
- Shears
- Straight razor
- Combs and brushes
- Milady's Standard Professional Barbering, 6th Edition
- Note-taking materials
- Project materials- TBA

Course Description: Introduction to Texas barber law and business management.

Course requirements: Complete chapter readings before class sessions
Review end-of-chapter questions Practice technical procedures outlined in chapters
Complete chapter CIMA assignments

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 retake for end of semester exams.

Detailed Grading Formula:

Attendance 10%

Professionalism 10%

Daily Assignments/ Skill Sheet/ CIMA 20%

Tests 30%

End of Semester Exams 30%

Late Work, Make-Up, and Extra-Credit Policy: Written assignments, Exams and online work are the responsibility of the student to complete and submit promptly after returning from an absence and upon approval from instructor. Extra Credit may be earned at the instructor's discretion.

Attendance Policy: Every class is important for your success on this course. 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 one hour of the class period, it will be reflected in an absence. Any missed days will affect the total number of days required for course completion.

Attendance grades will be 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 course according to the COM policies. All courses must be completed and passed with a C or better to be eligible for the Texas Class A Barber Exam. It is

The student's responsibility is to understand the course requirements, maintain sufficient attendance, and complete the work.

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. Refine skills for advanced haircutting techniques	Communication skills Demonstration	Skill Sheet Signatures Projects Models
2. Grounded in all basic skills for TDLR	Critical thinking Practical demo	Skills Assessment Signature Sheets

3. Demonstrate advanced techniques used in chemical reformation	Critical thinking Practical demo	Practical Exams Servicing Models
4. Practice safety and sanitation.	Social responsibility	Safety & Sanitation Test
5. Prioritization	Social and personal responsibility Communication	Safety & Sanitation Test

Academic Dishonesty: Any incident of academic dishonesty will be dealt with in accordance with college policies and the student handbook. Academic dishonesty such as cheating on exams is a serious offence and will result in a grade of zero for 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- Chair of Human Service Careers Department at jhunsucker1@com.edu

Course outline:

Textbook Coverage:

Chapter 19: The Business of Barbering

Chapter 20: Working Behind the Chair

Chapter 21: The Business of Barbering

Chapter 2: Life Skills & Becoming Successful

Chapter 3: The Laws of Etiquette

Daily work due dates on CIMA.

Detailed outline TBA.

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](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 with 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 accommodation 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 February 26. The last date to withdraw from the 16-week session is April 21. The last date to withdraw for the 2nd 8-week session is April 30.

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. Issuing the FN grade is at the instructor's discretion. 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 especially 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, someone in the Student Success Center will contact you to schedule a meeting to see what assistance they can offer 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 challenging 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 because 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), that I have received, read and understand the syllabus.

I understand that this schedule is subject to change.

Student Signature

Date