Hill College
112 Lamar Drive
Hillsboro, Texas 76645

COURSE SYLLABUS

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<th>Course Prefix and Number</th>
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<td>CSME 1420</td>
<td>Orientation to Facial Specialist</td>
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Hill College is committed to the principal of equal opportunity in education and employment. The college does not discriminate against individuals on the basis of age, race, color, religion, sex, national origin, disability, or veteran status in the administration of its educational programs, activities, or employment policies.

**Catalog Description:**
An overview of the skills and knowledge necessary for the field of facials and skin care.

**End-of-Course Outcomes:** Demonstrate the theory, skills, safety and sanitation, and professional ethics of basic facials and skin care. Explain the laws and rules of the state licensing agency.

Lecture Hours: 2    Lab Hours: 5    Semester Credit Hours: 4

**Pre/co-requisites:** Must have a High School Diploma, G.E.D. or Ability to Benefit

**Introduction and Purpose:** This course will be an introduction of the theory and practice of skin care.

**Instructional Materials:**

1. **Required**
   - Lecture Materials:
     - The Cosmetology Act, General Rules and Regulations including Sanitary Rulings Texas Cosmetology Commission, Fifth Edition
     - Facial Practical Exam Guidelines
   - Workbook: Milady’s Standard Practical Workbook ed.2004
   - Milady’s Standard Theory Workbook ed.2004
   - On Line access code for computer testing.

2. **Recommended- Project Sheet (required by TDLR)**
Objectives/Student Learning Outcomes:

SCANS is a list of skills developed by the Department of Labor to insure students are trained on necessary skills required by industry. Each objective listed relates to one or more of these skills standards. The translation for these standards is attached to the end of this syllabi. More information about SCANS may be found in the book “Skills and Tasks for Jobs-A SCANS report for America 2000” published by the U.S. Department of Labor. The book may be purchased from the U.S. Government Printing Office under ISBN 0-16-036177-X.

1. Student will develop and understand the importance of professional ethics including hygiene, good grooming and professional attitudes relating to the workplace. *C-9, C-11, C-12, C-13, C-14, F-1, F-2, F-5, F-6, F-11, F-15, F-17

2. Identify and demonstrate the definitions, importance, and methods of sanitation and safety measures. *C-1, C-3, C-5, C-6, C-7, C-15, F-1, F-2, F-3, F-5, F-6, F-11

3. Identify the safety measures associated with hazardous chemicals.* C-1, C-3, C-5, C-6, C-7, C-15, C-18, F-1, F-2 F-3, F-5, F-8, F-9, F-10, F-13, F-15

4. Explain the rules and regulations of the institution, department, and state. *C-1, C-5, C-6, C-7, C-12, F-1, F-2, F-5,

The students' success in completing these objectives will be measured using a set of examinations and assignments described, in detail under the section of this syllabus headed “Method of Evaluation”.

Annual Assessment Plan will be implemented each year to review course.

Methods of Instruction:

This course will be taught using the traditional lecture with a question and answer period daily. Audio-visual materials and computer based technology will be used when appropriate. Students will be required to complete a lab requirement.

Methods of Evaluation:
Grades in this course will be based on the following evaluation criteria:

Tests: short essay and objective (4 tests)  20%
Worksheets: research papers (4 workbook assignments)  20%
Lab projects (1 project sheet)  40%
Final examination  20%

All following guidelines detailed by Texas Department of Licensure and Regulation.

Class Policies:
Regular attendance at all class meetings is expected. Disruptions in class will not be tolerated.

Disabilities/ADA:
In accordance with the requirements of the Americans with Disabilities Act (ADA) and the regulations published by the United States Department of Justice 28 C.F.R. 35.107(a), Hill College's designated ADA coordinator, Debra Hargrove, Vice President, Human Resources and Organizational Development, shall be responsible for coordinating the College's efforts to comply with and carry out its responsibilities under ADA. Students with disabilities requiring physical, classroom, or testing accommodations should contact Salley Schmid, Director of Counseling, at (254) 659-7651 or sschmid@hillcollege.edu.

Course Requirements:
A. Regular and punctual attendance
B. Turn in all assignments on time
C. Proper classroom behavior

Topics and Tests:

BIBLIOGRAPHY

Advanced Professional Skincare
1991 Edition Milady's Standard Cosmetology
2003 Edition
Milady Publishing

Milady's Standard Comprehensive Training for Estheticians
2003 Edition
Milady Publishing

Milady's Standard Textbook for Professional Estheticians
1999 Edition
Milady Publishing

The Healing Nutrients Within
Second Edition
McCraw-Hill Publishing

Nutrition Desk Reference
Third Edition
McCraw-Hill Publishing

Nutrition Almanac
Fourth Edition
McCraw-Hill Publishing

Encyclopedia of Nutritional Supplements
1996 Edition
Prima Publishing

Skincare: Beyond The Basics
2000 Edition
Milady Publishing

Healing Massage Techniques
Second Edition
Prentice-Hall Publishing

Day Spa Operations
1996 Edition
Milady Publishing

Modern Electrology
2000 Edition
Hair Publishing

APSC Publishing

Aromatherapy Blends and Remedies
1995 Edition
Harper Collins Publishing

The Art of Makeup
1996 Edition
Harper Collins Publishing

Texas Cosmetologist
Laws and Rules, 2008
Texas Department of Licensing and Regulation

PSI, licensure: certification
Texas Department of Licensing and Regulation
Cosmetology Facial License Examination
Candidate Information Bulletin

Above manuscripts have been approved by The Texas Department of Licensing and Regulations for use in the instruction of cosmetology either as texts or resource materials

Assessment Plan

The Cosmetology Facial Statement #1
1. Student will develop and understand the importance of professional ethics including hygiene, good grooming and professional attitudes relating to the workplace.

Intended Outcome #1.
An understanding of the importance of developing the qualities and characteristics necessary for this field of study

Assessment Measures, Techniques, and Target Courses/Activities.
Chapter tests with embedded questions pertaining to the above will be administered at the end of each chapter.

Assessment Criteria/Expected Results.
Students will pass chapter test with a minimum of 70% accuracy.

The Cosmetology Facial Plan Statement #2
Identify and demonstrate the definitions, importance, and methods of sanitation and safety measures.

Intended Outcome #2.
An understanding of key concepts of sanitation and safety measures for this field of study

Assessment Measures, Techniques, and Target Courses/Activities.
Chapter tests with embedded questions pertaining to the above will be administered at the end of each chapter.

Assessment Criteria/Expected Results.
Students will pass chapter test with a minimum of 70% accuracy.

The Cosmetology Facial Plan Statement #3
Identify the safety measures associated with hazardous chemicals
**Intended Outcome #3.**
An understanding of the safety measures associated with hazardous chemicals

**Assessment Measures, Techniques, and Target Courses/Activities.**
Chapter tests with embedded questions pertaining to the above will be administered at the end of each chapter.

**Assessment Criteria/Expected Results.**
Students will pass chapter test with a minimum of 70% accuracy.

**The Cosmetology Facial Plan Statement #4**
Explain the rules and regulations of the institution, department, and state.

**Intended Outcome #4.**
An understanding of the rules and regulations of the institution, department, and state

**Assessment Measures, Techniques, and Target Courses/Activities.**
Chapter tests with embedded questions pertaining to the above will be administered at the end of each chapter.

Assessment written test will be posted on Blackboard
Assessment practical exam will be conducted in house
Assessment practical will be assessed by TDLR Examination
Practical and Written statistics assessed on TDLR Web site