Hill College
112 Lamar Drive
Hillsboro, Texas 76645

COURSE SYLLABUS

<table>
<thead>
<tr>
<th>Course Prefix and Number</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>CSME1451</td>
<td>Artistry of Hair</td>
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</table>

Prepared by: ___________________________________________ Date: August 2010
Jennifer Alder, Instructor

Approved by: ___________________________________________ Date: August 2010
Lizza M. Trenkle, Dean of Instruction

Approved by: ___________________________________________ Date: August 2010
Dr. Roger Schustereit, Vice President of Instruction

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:
CSME 1451
Instruction in the artistry of hair design. Topics include theory, techniques, and application of hair design.

End-of-Course Outcomes: Demonstrate workplace competencies related to the artistry of hair and perform the professional skills of hair design.

Lecture Hours: 2 Lab Hours: 8 Semester Credit Hours: 4

Prerequisites: Must have a High School Diploma, G.E.D. or Ability to Benefit

Introduction and Purpose:
The student will identify the terminology related to hair structure, growth, and distribution; exhibit workplace competencies related to the artistry of hair; and demonstrate the proper application of hair design.
Instructional Materials:
Practical Application Material
Practical Cosmetology Kit
Project Sheet (required by TDLR)

Lecture Materials:
Textbook: Milady’s Standard Textbook of Cosmetology
Milady Student Reference for Anatomy and Physiology
ISBN 1-4018-9747-9
Texas Cosmetologists Laws and Rules, 2008 Texas Department of
Licensing and Regulations
PSI: Certification: Cosmetology Operator License Examination
Candidate Information Bulletin, copyright 2007

Supplies:
paper, pens, kit articles assembled from list provided at registration.

Objectives/Student Learning Outcomes:
At the completion of this course the student should be able to:
1. Student will develop and understand the importance of professional ethics
   including hygiene, good grooming and professional attitudes relating to the
   workplace.

2. Identify and demonstrate the definitions, importance, and methods of
   sanitation and safety measures.

3. Identify the safety measures associated with hazardous chemicals.

4. Explain the rules and regulations of the institution, department, and state.

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 shown how to use a calculator where appropriate.

Methods of Evaluation:
A series of chapter tests will be administered through the semester, including three
major tests and a written/practical final.
WORKBOOK  20%
CHAPTER TESTS  20%
MAJOR TESTS  10%
FINAL EXAM   10%
CLASSWORK  40%

Letter grades for the course will be based on the following percentages:

<table>
<thead>
<tr>
<th>Percentage</th>
<th>Grade</th>
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<tbody>
<tr>
<td>90-100%</td>
<td>A</td>
</tr>
<tr>
<td>80-89%</td>
<td>B</td>
</tr>
<tr>
<td>70-79%</td>
<td>C</td>
</tr>
<tr>
<td>60-69%</td>
<td>D</td>
</tr>
<tr>
<td>Below 60%</td>
<td>F</td>
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Course Outline:

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:
I. Milady’s Standard Cosmetology
   1. History of Cosmetology
   2. Career Opportunities
   3. Psychology of Success
   4. Managing Your Career
   5. Goal Setting
   6. Time Management
   7. Study Skills
   8. Ethics
   9. Personality Development and Attitude
Bibliography:

BIBLIOGRAPHY

Milady’s Standard Textbook of Cosmetology
2004 Edition
Milady Publishing

State Exam Review for Cosmetology
2000 Edition
Milady Publishing

Cosmetology Dictionary
Milady Publishing

Hair Structure and Chemistry Simplified
Douglas D. Shoon
Milady Publishing

Hair Coloring: A Hands-On Approach
Patricia Spencer
Milady Publishing

A Contemporary Approach to Permanent Waving
Mark E. Padgett
Milady Publishing

Adding It Up: Math for Your Cosmetology Career
Kathi Dunlap
Milady Publishing

Milady’s Standard Textbook, Professional Barber Styling
1999 Revised Edition
Milady Publishing

Art and Science of Nail Technology
Second Edition
Milady Publishing

Nail Technology State Exam Review
Second Edition
Milady Publishing

Milady’s Professional Textbook for Professional Estheticians
1999 Edition
Milady Publishing
Professional Instructor for Cosmetology, Barber-Styling and Nail Technology
Linda J. Howe
Milady Publishing

Exam Review for Milady's Professional Instructor
Milady Publishing

On Becoming a Cosmetology Instructor
James K. Nighswander & A. Dan Whitley
Milady Publishing

Creative Teacher: Instructors Guide
Darla Del Duca
Milady Publishing

Milady's 28 Styles
Kenneth Young
Milady Publishing

Milady's 28 Black Styles
Kenneth Young
Milady Publishing

Milady's Haircutting: Men's, Women's and Children's Cuts
Kenneth Young
Milady Publishing

Milady's Hairstyling: Men's, Women's and Children's Styles
Kenneth Young
Milady Publishing

Milady's Black Cosmetology
Thomas Hayden & James Williams
Milady Publishing

The Multicultural Client
Salon Ovations
Milady Publishing

Corrective Hair Coloring: A Hands-On Approach
Tom Sollock
Milady Publishing

Nail Q&A
Vicki Peters  
Milady Publishing  
Nail Art and Design  
Tammy Biggan  
Milady Publishing

The Esthetician's Guide to Working With Physicians  
Susanne S. Warfield  
Milady Publishing

The Professional's Reflexology Handbook  
Shelly Hess  
Milady Publishing

Salons and Computers: A Starter's Guide for Success  
Gambino  
Milady Publishing

Salon Client Care  
J. Elaine Spear  
Milady Publishing

101 Salon Promotions  
Robert Oppenheim  
Milady Publishing

You and Your Clients: Human Relations for Cosmetologists  
Leslie Edgerton  
Milady Publishing

Salon Ovations' Public Relations for the Salon  
Milady Publishing

The Motivated Salon  
Mark D. Foley  
Milady Publishing

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

PSI, licensure: certification  
Texas Department of Licensing and Regulation  
Cosmetology Operator 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

Cosmetology 1451
Assessment Plan
(Lecture and Practical)

**Cosmetology Assessment Plan Statement #1**

**Intended Outcome # 1.** Students taking Artistry of Hair, Theory and Practice will identify the structure, growth, and distribution of hair and related terminology.

**Assessment Measures, Techniques, and Target Courses/Activities.** Students taking Artistry of Hair, Theory and Practice will complete a final practical and written examination in which related above subjects have been embedded. Faculty will evaluate students' performance on the embedded applications.

**Assessment Criteria/Expected Results.** At least 80 percent of students will perform each draping and shampooing practical application on the final examination.

*See practical exam score card.

**Cosmetology Assessment Plan Statement #2**

**Intended Outcome # 2.** Students taking Artistry of Hair, Theory and Practice will demonstrate a basic understanding of vertical, diagonal, and horizontal lines related to hair design.

**Assessment Measures, Techniques, and Target Courses/Activities.** Students taking Artistry of Hair, Theory and Practice will complete a final practical and written examination, in which practical and written applications related to hair design have been embedded. Faculty will evaluate students' practical and written applications in the embedded exam.

**Assessment Criteria/Expected Results.** At least 80 percent of students will perform each practical application of haircutting correctly on the final practical examination.

**Cosmetology Assessment Plan # 3**
Intended Outcome #3. Students taking Artistry of Hair, Theory and Practice will develop a basic manipulative skill required to perform all practical applications required in the Artistry of Hair.

Assessment Measures, Techniques, and Target Courses/Activities. Students taking Artistry of Hair, Theory and Practice will complete a final practical examination, in which applications related to Artistry of Hair, Theory, and Practice have been embedded. Faculty will evaluate students’ practical application of the above subject in the embedded practical examination.

Assessment Criteria/Expected Results. At least 80 percent of students will perform each practical application of a basic manicure on the final practical examination.

Cosmetology Assessment Plan # 4

Intended Outcome #4. Students taking Artistry of Hair, Theory and Practice will communicate with client as to their expectation of their service.

Assessment Measures, Techniques, and Target Courses/Activities. Students taking Artistry of Hair, Theory and Practice will complete a final examination, in which applications related to client consultation will be assessed. Faculty will evaluate students’ practical application of the above during the final practical examination.

Assessment Criteria/Expected Results. At least 80 percent of students will consistently perform a permanent wave on the final practical examination.

Cosmetology Assessment Plan # 5

Intended Outcome #5. Students taking Artistry of Hair, Theory and Practice will acquire skills needed to create new and innovative designs relating to hair artistry.

Assessment Measures, Techniques, and Target Courses/Activities. Students taking Artistry of Hair, Theory and Practice will complete a final practical examination, in which applications related to Artistry of Hair, Theory, and Practice have been embedded. Faculty will evaluate students’ practical application of the above subject in the embedded practical examination.

Assessment Criteria/Expected Results. At least 80 percent of students will perform each practical application of a basic manicure on the final practical examination.

Cosmetology Assessment Plan # 6

Intended Outcome #6. Students taking Artistry of Hair, Theory and Practice will
develop a professional attitude toward clients and co-workers in the salon industry.

**Assessment Measures, Techniques, and Target Courses/Activities.** Students taking Artistry of Hair, Theory and Practice will complete a final practical examination, in which professional attitude related to Artistry of Hair, Theory, and Practice have been embedded. Faculty will evaluate students’ practical application of the above subject in the embedded practical examination.

**Assessment Criteria/Expected Results.** At least 80 percent of students will perform each practical application of a basic manicure on the final practical examination.

The above assessments is addressed in section E of the scans. Assessment practical exam will be conducted in house using the practical exam score card attached. Assessment practical will also be assessed by TDLR Examination at the completion of 1500 hours and completion of written examination. Practical and Written statistics assessed on TDLR Web site. Assessment written test will be posted on Blackboard.

Each Intellectual Competency listed above will be evaluated to measure its attainment by Faculty.

1. Foundation Skills
   a. Basic Skills
   b. Thinking Skills
   c. Personal Qualities

2. Workplace Competencies
   a. Resources
   b. Interpersonal Skills
   c. Information
   d. Systems
   e. Technology

These above competencies will be incorporated in the assessment test.