

South Plains College
Course Syllabus: CSME 2414.001
Revised: January 16th, 2024

Department: Professional Services and Energy

Discipline: Cosmetology

Instructor: Sarah Thompson

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Office Hours: Monday – Thursday: 2:30 p.m. to 3:30 p.m.
Friday 8:00 a.m. to 12:00 noon

Course Number: CSME 2414.001

Course Title: Cosmetology Instructor II

Available Formats: Conventional

Campuses: Levelland

Course Level: Intermediate

Course Description: A continuation of the fundamentals of instructing Cosmetology students.

Prerequisite: Valid Texas Department of Licensing and Regulation Cosmetology Operator License and a High School Diploma or GED. Completed or concurrently enrolled in courses CSME 1434, CSME 1435 and CSME 2449.

Credit: 4 **Lecture:** 2 **Lab:** 6

Textbook:

- 4th Edition Milady's Professional Educator Student Course Book
- Milady's Standard Cosmetology Textbook 14th 2023 Edition
- 4th Edition Milady's professional Educator Exam Review Book
- The Texas Department of Licensing and Regulation Laws and Rule Book.

Supplies: Journal, Pens, Pencils, Highlighters, Paper and Two Inch/Three Hole Binder. Laptop is optional.

Core Curriculum Objectives addressed:

- **Communications skills**—to include effective written, oral and visual communication.
- **Critical thinking skills**—to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information.
- **Teamwork**—to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal.
- **Personal Responsibility**—to include the ability to connect choices, actions, and consequences to ethical decision-making.
- **Social Responsibility**—to include the demonstrated knowledge and competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities.

Student Learning Outcomes: Demonstrates effective classroom/clinic management, implements teaching methodologies and develop lesson plans.

Student Learning Outcomes Assessment:

- Possess knowledge and conducts proper management of the classroom and lab.
- Utilizes teaching methodologies.
- Prepare a notebook of lesson plans.

Course Evaluation: In this program anything below 70.

• Semester Practical Exam	10%
• Practical Performance	20%
• Theory Tests	30%
• All Weekly Assignments	30%
• Attitude and Appearance	10%

Program Competencies: This course covers Scans Occupational Competencies

1. Reading
2. Writing
3. Arithmetic or Mathematics
4. Speaking and Listening
5. Thinking Skills
6. Personal Qualities
7. Workplace Competencies
8. Basic use of Computer

Students will demonstrate competencies in the following:

- Demonstrate an understanding of proper classroom and lab management.
- Implementation of teaching methodologies.
- Create lesson plans.

Attendance Policy: Punctual and regular attendance is required of all cosmetology students. Unexcused tardiness and absences will not be tolerated. A doctor's note is required stating that it is acceptable to return to school in cases of contagious diseases such as pink eye, strep throat or the flu. If 5% of this course is missed the student will have to attend mandatory makeup days. If a student refuses to attend makeup days he/she may be at risk of being withdrawn due to excessive absences. Refer to the SPC handbook for more information. Class is Monday – Thursday 8:00 a.m. to 4:30 p.m.

2024 Course Syllabi Statements page covers Diversity Statement, Disabilities Statement, Non-Discrimination Statement, Title IX Pregnancy Accommodations Statement and Campus Concealed Carry Statement: <https://www.southplainscollege.edu/syllabusstatements/>

Plagiarism and Cheating: Students are expected to do their own work on all projects, quizzes, assignments, examinations, and papers. Failure to comply with this policy will result in an F for the assignment and can result in an F for the course if circumstances warrant.

Plagiarism violations include, but are not limited to, the following:

1. Turning in a paper that has been purchased, borrowed, or downloaded from another student, an online term paper site, or a mail order term paper mill;
2. Cutting and pasting together information from books, articles, other papers, or online sites without providing proper documentation;
3. Using direct quotations (three or more words) from a source without showing them to be direct quotations and citing them; or
4. Missing in-text citations.

Cheating violations include, but are not limited to, the following:

1. Obtaining an examination by stealing or collusion;
2. Discovering the content of an examination before it is given;
3. Using an unauthorized source of information (notes, textbook, text messaging, internet, apps) during an examination, quiz, or homework assignment;
4. Entering an office or building to obtain unfair advantage;
5. Taking an examination for another;
6. Altering grade records;
7. Copying another's work during an examination or on a homework assignment;
8. Rewriting another student's work in Peer Editing so that the writing is no longer the original student's;
9. Taking pictures of a test, test answers, or someone else's paper.

Student Code of Conduct Policy: Any successful learning experience requires mutual respect on the part of the student and the instructor. Neither instructor nor student should be subject to others' behavior that is rude, disruptive, intimidating, aggressive, or demeaning. Student conduct that disrupts the learning process or is deemed disrespectful or threatening shall not be tolerated and may lead to disciplinary action and/or removal from class.

SPC Tutor: Tutoring is FREE for all currently enrolled students. Make an appointment or drop-in for help at any SPC location or online! Visit the link below to learn more about how to book an appointment, view the tutoring schedule, and view tutoring locations.

<http://www.southplainscollege.edu/exploreprograms/artsandsciences/teacheredtutoring.php>

Tutor.com

You also have 180 FREE minutes of tutoring with Tutor.com each week, and your hours reset every Monday morning. Log into Blackboard, click on the tools option from the left-hand menu bar. Click on the Tutor.com link and you will automatically be logged in for free tutoring. You may access tutor.com tutors during the following times:

Monday – Thursday: 8pm-8am

6pm Friday – 8am Monday morning

For questions regarding tutoring, please email tutoring@southplainscollege.edu or call 806-716-2538

SPC Bookstore Price Match Guarantee Policy: If you find a lower price on a textbook, the South Plains College bookstore will match that price. The difference will be given to the student on a bookstore gift certificate! The gift certificate can be spent on anything in the store.

If students have already purchased textbooks and then find a better price later, the South Plains College bookstore will price match through the first week of the semester. The student must have a copy of the receipt and the book has to be in stock at the competition at the time of the price match.

The South Plains College bookstore will happily price match BN.com & books on Amazon noted as *ships from and sold by Amazon.com*. Online marketplaces such as *Other Sellers* on Amazon, Amazon's Warehouse Deals, *fulfilled by Amazon*, BN.com Marketplace, and peer-to-peer pricing are not eligible. They will price match the exact textbook, in the same edition and format, including all accompanying materials, like workbooks and CDs.

A textbook is only eligible for price match if it is in stock on a competitor's website at time of the price match request. Additional membership discounts and offers cannot be applied to the student's refund.

Price matching is only available on in-store purchases. Digital books, access codes sold via publisher sites, rentals and special orders are not eligible. Only one price match per title per customer is allowed.

Note: The instructor reserves the right to modify the course syllabus and policies, as well as notify students of any changes, at any point during the semester.