

MAYLAND COMMUNITY COLLEGE



COS 115.10 Cosmetology Concepts III

June 4, 2007

**PO Box 547
or
200 Mayland Drive
Spruce Pine, NC 28777
828-765-7351 or 1-800-462-9526
mayland.cc.nc.us**

**MAYLAND COMMUNITY COLLEGE
Welcomes You To:**

**COS 115.10
Cosmetology Concepts III
Credit Hours: 4 Contact Hours: 4**

Course Description

This course supports the cosmetology program learning outcome of Cos.116. This course provides comprehensive Cosmetology concepts. Topics include safety, product knowledge chemistry, and Business concepts. Upon completion, students should be able to safely and completely apply these cosmetology concepts in the salon setting.

Prerequisites: None

Corequisites: COS 116

Instructor Information

Instructor: Tina Ensor
Office Location: Cosmetology Building
Telephone Number: (828) 765-7351 Ext. 281/282
Home Phone: (828) 765-7318
E-mail Address: tensor@mayland.edu

Office Hours: Monday-Thursday, upon request

Course Information

Class Meetings: Monday-Thursday, 8:00-9:50am
Room 34, Cosmetology Building

Required Text(s): **Pivot Point Salon Success/planner**

Reference: Milady Standard Textbook of Cosmetology
Milady Publishing Co. Albany, New York

Pivot Point, Salon Fundamentals
Pivot Point, Salon Fundamentals, Study Guide
Pivot Point Library

Pivot Point International Inc
1791 West Howard St.

Chicago, Illinois 60626

Class Session:

Materials presented and activities conducted during class will both compliment and supplement the textbook. Classes will be taught by lecture, along with video, and Laser disc presentations. You cannot bring your own personal CD player, or, radio to class. Hopefully class sessions will encourage you as we both attempt to learn more, and have fun. **Absolutely no cell phones in classroom.**

LRC Resources: None

Required supplies: **Academic supplies required**

Course Objectives/Competencies:

1. Learn the academic requirements to meet NC State Board of Cosmetic Art standards.
2. Meet completion requirements.
3. To obtain Theoretic knowledge of all phases of Cosmetology-Business .

Attendance Policy/Tardiness/Make-Up Work:

You will be expected to attend all class sessions. Since the application of materials covered is required, failure to attend class is not advisable. If you must miss class because of the observance of a major holiday, please contact me on week in advance. If there is an emergency, and you cannot attend class, please contact me at the number listed above. Being late for class will not be tolerated, **if you are more than five minutes late, you may not enter the classroom, if you continue to be late, after three tardies, or three absences, without calling you will be purged from the class roll. You must attend 80% of all classes to pass Cos. 115. No points will be taken for the first three absences. (This has been implemented for such cases as: medical emergencies/doctor's appointments or death of immediate family member) One point will be taken from your final grade for each absence thereafter. Three tardies equal one absence. A tardy consist of being late or leaving early. Please note that the last day to unconditional withdraw is June, 21 2007 and the last day to conditional withdraw is July 16, 2007.**

Grading Criteria/Tests/Projects:

Attitude toward instructors, and your fellow students is extremely important to the future of your career. Therefore, you will be graded on all of the following. You will be expected to complete your study guide and have a weekly test on all

assigned chapters. Absolutely no talking will be tolerated before, during or after a test being given. You will be given a mid-term and final. There is no makeup test for a midterm or final exam, due to scheduling conflicts. If you need to take a make-up test this must be done on the first day you return to class. Also ten points will be automatically subtracted from your grade. This is your responsibility to inform the instructor that you wish to make this grade up.

A Business Portfolio	60%
Midterm, Final, and Employment Interview	30%
Attendance, Attitude, hygiene and dress code	10%

Grading Scale:

A = 94-100

B = 86-93

C = 79-85

D = 70-78

F = Failure, must repeat the class. North Carolina State Board has Cosmetic Arts rules and regulations that state, "If you do not successfully complete a portion of your curriculum, you must repeat that portion."

I = Incomplete –You are required to complete unfinished work With Instructor within the required time limit or this will Result in a failing grade.

Inclement Weather Procedures:

Mayland Community College makes every effort to close school during inclement weather, however, conditions are vastly different throughout our service area. Students are responsible to use their own good judgment when attending classes in questionable weather conditions. However if you miss class due to weather and Mayland Community College is in session, you will be counted absent. Days missed for inclement weather will be made up on Friday of the same week or whenever is agreed upon with Instructor.

Academic Standards/Student Expectations/Ethics:

Academic Standards:

Disruptive or anti-social behavior including racial, ethnic and religious disparagement of any sort will not be tolerated in this class. Please be supportive of your classmates as they learn. We will strive to be a learning community in this class, and your personal **support is vital.** **Cheating will not be tolerated.** **If you fail to meet these expectations, you are subject to one or more of the following: (1) No credit for the related assignment, (2) Removal from class.** If you wish to

contest any assertion of failure to meet academic standards, you are offered due process options listed in the student handbook.

Expectations:

1. First and foremost the student will take responsibility for learning in the classroom.
2. Read all assignments, complete study guides for class and complete a business plan for end of semester.
3. Be on time for class.
4. **You must practice North Carolina State Board Rules and Regulations at all times, otherwise Mayland Community College can be fined from \$50.00 up to \$500.00. If you do not practice these rules and regulations you will be sent home for the day with no hours. If this should happen twice you will be sent home for a week with no hours. This includes being in complete uniform with nametag. If not in complete uniform upon arrival, you will be asked to leave with no hours.**
5. **Please do not ask to bring your children to class. Children distract the entire class, especially their mother.**
6. **You will be expected to make-up a test on the first day you return to class, 10 points will automatically be deducted if you are not present for a test. If you are not present for a mid-term or final, without a doctors excuse you will not be allowed to take the test. In the event of an emergency, it will be left to the discretion of the instructor.**
7. **Absolutely no profanity in department and/or campus.**
8. **Talking or cheating will not be tolerated during testing.**

Disclaimer: While I have been as thorough as possible with this syllabus, course procedures may vary from this outline to meet the needs of this particular group.

Withdrawal Dates:

Summer 2007

End of unconditional withdrawal – June 21

End of conditional withdrawal - July 16

Any student requesting special accommodations for this course due to a disability should apply for services through the SOAR Office or the Counseling Center, which will document the disability. A counselor will then help determine which accommodations, if any, the student needs for success in this course.

**Now available on campus cruiser is course syllabi at the following web site:
Leo.mayland.edu**

The following Administrative Withdrawal statement: If a student has not been in contact with the instructor and has not attended class for a consecutive two-week period, an administrative withdrawal will be submitted by the instructor.

Any student requesting special accommodations for this course due to a disability should apply for services through the SOAR Office or the Counseling Center, which will document the disability. A counselor will then help determine which accommodations, if any, the student needs for success in this course.

Course Outline/Weekly Topics

Chapters 1-10.

Work on handouts daily.

Work on business portfolio daily.

Employment Interviews due by July 31st, 2007.

Business Portfolio Due by July 31st, 2007.