



## HAIR COLOR/COSM1050 HYBRID COURSE SYLLABUS Spring Semester 2016

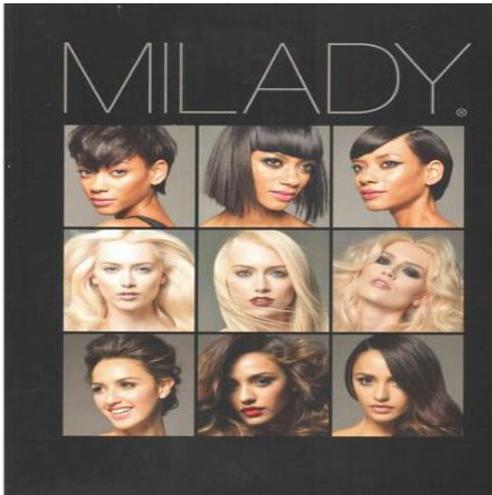
Semester: Spring 201614  
Course Title: Hair Color  
Course Number: COSM 1050  
Credit Hours/ Minutes: 3/4500

Class Location: Room 3105  
Class Meets: F2F M 8:00-01:00PM/85%/ Hybrid 15%  
CRN: 40145

Instructor: Peggy Braswell  
Office Hours: MTWR 7:00-8:00am & 3:00-5:00pm  
Office Location: 3105 Building 3  
Email Address: [pbraswell@southeasterntech.edu](mailto:pbraswell@southeasterntech.edu) (Preferred method of contact)  
Phone: 478-289-2238  
Fax Number: 478-248-6695

**This course is taught in a hybrid format.** Hybrid classes require students to complete a portion of the required contact hours traditionally by attending classes on campus while completing the remaining portion online at the student's convenience with respect to the instructor's requirements.

**REQUIRED TEXT:** Milady's Cosmetology Textbook Hardcover, 13<sup>th</sup> edition Milady Standard Cosmetology, bundled with Exam Review, Study Guide, Haircutting Simulation & MindTap ISBN: 9781305784208



**REQUIRED SUPPLIES & SOFTWARE:** Cosmetology kit, black uniform and black leather, close-toed shoes. Other items may be necessary.

**Note:** Although students can use their smart phones and tablets to access the online portion of their course(s), exams, discussions, assignments, and other graded activities should be performed on a personal computer. Neither Blackboard nor GVTC provide technical support for issues relating to the use of a smart phone or tablet so students are advised to not rely on these devices to complete the online portion of the course.

**COURSE DESCRIPTION:** Introduces the theory and application of temporary, semipermanent, demipermanent-deposit only, and permanent hair coloring, hair lightening, and color removal products and application. Topics include: principles of color theory, hair structure, color, tone, classifications of color, hair lightening, color removal, application procedures, safety precautions, client consultation,

product knowledge, haircolor challenges, corrective solutions, and special effects.

**MAJOR COURSE COMPETENCIES:** Principles of Color Theory; Hair Structure, Color and Tone; Classifications of Color; Hair Lightening and Color Removal; Application Procedures; Safety Precautions; Consultation, Communication and Record and Release Forms; Product Knowledge; Haircolor Challenges and Corrective Solutions; Special Effects.

**PREREQUISITE(S):** None

**COREQUISITE(S):** COSM1000 Introduction to Cosmetology Theory

**COURSE OUTLINE:**

1. Principles of Color Theory
2. Hair Structure, Color and Tone
3. Classifications of Color
4. Hair Lightening and Color Removal
5. Application Procedures
6. Safety Precautions
7. Consultation, Communication and Record and Release Forms
8. Product Knowledge
9. Haircolor Challenges and Corrective Solutions
10. Special Effects

**GENERAL EDUCATION CORE COMPETENCIES:** STC has identified the following general education core competencies that graduates will attain:

- a. The ability to utilize standard written English.
- b. The ability to solve practical mathematical problems.
- c. The ability to read, analyze, and interpret information.

**STUDENT REQUIREMENTS:** Students are expected to complete all performance exercises, tests and assignments within the scheduled time. Students who miss a test will be assigned a grade of zero. Students are responsible for policies and procedures included in the STC E- Catalog. A minimum grade of 70 is required for the written portion and a grade of 70 is required for the performance portion of the course. Students must bring all required materials to class per assignments for the day and must be dressed in black uniform and black leather, closed toe shoes. **When a student fails to bring required materials to class**, 1<sup>st</sup> offense: they will not be allowed to participate in the activity and will have to do another assignment as directed by the instructor. 2<sup>nd</sup> offense: student will be assigned a zero for the activity. 3<sup>rd</sup> offense: student will be dismissed, receive a tardy or absence as appropriate and receive a zero for the assignment. A student not wearing their student ID will be dismissed from class, given a tardy or absence, until they return with the student ID.

**ATTENDANCE GUIDELINES:** Class attendance is a very important aspect of a student's success. Being absent from class prevents students from receiving the full benefit of a course and also interrupts the learning process. Southeastern Technical College considers both tardiness and leaving early as types of absenteeism. Responsibility for class attendance rests with the student. Regular and punctual attendance at all scheduled classes is required for student success. Students will be expected to complete all work required by the instructor as described in the individual course syllabus.

Instructors have the right to give unannounced quizzes/assignments. Students who miss an unannounced quiz or assignment will receive a grade of 0. Students who stop attending class, but do not formally withdraw, may receive, may receive a grade of F and face financial aid repercussions in upcoming semesters.

## **ADDITIONAL PROVISIONS**

### ***Health Sciences and Cosmetology Programs***

Requirements for instructional hours within Health Science and Cosmetology programs reflect the rules of respective licensure boards and/or accrediting agencies. Therefore, these programs have stringent attendance policies. Each program's attendance policy is published in the program's handbook and/or syllabus which specify the number of allowable absences. All provisions for required make-up work in the classroom or clinical experiences are at the discretion of the instructor.

**ATTENDANCE FOR COSMETOLOGY:** Attendance is counted from the first scheduled class meeting of each semester. To receive credit for a course a student must attend at least 90% of the scheduled instructional time. All work missed due to tardiness or absences must be made up at the convenience of the instructor. Any student attending less than the required scheduled instructional time (90%) may be dropped from the course as stated below in the Withdrawal Procedure.

Tardy means arriving after the scheduled time for instruction to begin. Early departure means leaving before the end of the scheduled time. Three (3) tardies or early departures equal one (1) absence for the course.

For this class which meets 2 days a week for 15 weeks, the maximum number of days a student may miss is 3 days during the semester.

**SPECIAL NEEDS:** Students with disabilities who believe that they may need accommodations in this class based on the impact of a disability are encouraged to contact Jan Brantley, Room 1208 Swainsboro Campus, 478-289-2274, or Helen Thomas, Room 108 Vidalia Campus, 912-538-3126, to coordinate reasonable accommodations.

**SPECIFIC ABSENCES:** Provisions for Instructional Time missed because of documented absences due to jury duty, military duty, court duty, or required job training will be made at the discretion of the instructor.

### **PREGNANCY**

Southeastern Technical College does not discriminate on the basis of pregnancy. However, we can offer accommodations to students who are pregnant that need special consideration to successfully complete the course. If you think you will need accommodations due to pregnancy, please advise me and make appropriate arrangements with the Special Needs Office. Swainsboro Campus: Jan Brantley, Room 1208, (478) 289-2274 -- Vidalia Campus: Helen Thomas, Room 108, (912) 538-3126.

**WITHDRAWAL PROCEDURE:** Students wishing to officially withdraw from a course(s) or all courses after the drop/add period and prior to the 65% portion of the semester (date will be posted on the school calendar) must speak with a Career Counselor in Student Affairs and complete a Student Withdrawal Form. A grade of "W" is assigned when the student completes the withdrawal form from the course.

Students who are dropped from courses due to attendance (see your course syllabus for attendance policy) after drop/add until the 65% point of the semester will receive a "W" for the course. Abandoning a course(s) instead of following official withdrawal procedures may result in a grade of "F" being assigned.

After the 65% portion of the semester, the student will receive a grade for the course. (Please note: A zero will be given for all missed assignments.)

There is no refund for partial reduction of hours. Withdrawals may affect students' eligibility for financial aid for the current semester and in the future, so a student must also speak with a representative of the Financial Aid Office to determine any financial penalties that may be assessed due to the withdrawal. All grades, including grades of "W", will count in attempted hour calculations for the purpose of Financial Aid.

**Remember** – Informing your instructor that you will not return to his/her course does not satisfy the approved withdrawal procedure outlined above.

**MAKEUP GUIDELINES:** (Tests, exams, quizzes, homework, projects, etc.): When a student is tardy for or misses a test, a grade of zero is assigned until the makeup test is taken. Written make-up tests must be taken on the assigned day at the discretion of the instructor. **No makeup tests are given for performance tests. An 11 point penalty will be assessed for all make-up tests. Only one (1) make-up test will be given per student.** Students are required to be on time for all Written and Practical Exams; late admittance will not be allowed. Make-up exams are not given for Mid-Term Exams, Semester Review Exams or Final Exams. Unannounced quizzes are subject to be given on any day. A grade of zero will be assigned for any missed assignments, performance labs or quizzes. Any zeroes recorded will be included in the final score calculation.

**UNPLANNED INSTRUCTOR ABSENCES:** Most instructor absences will be planned and students will be given assignments/instructions in advance. In the event of an unplanned instructor absence, students should remain in class unless otherwise instructed by another instructor, administrator or staff member. Students are expected to act responsibly during this time by working on assignments given in class.

**ACADEMIC DISHONESTY POLICY:** The STC Academic Dishonesty Policy states *All forms of academic dishonesty, including but not limited to cheating on tests, plagiarism, collusion, and falsification of information, will call for discipline.* The policy can also be found in the *STC Catalog and Student Handbook.*

#### **Procedure for Academic Misconduct**

The procedure for dealing with academic misconduct and dishonesty is as follows:

##### **--First Offense--**

Student will be assigned a grade of "0" for the test or assignment. Instructor keeps a record in course/program files and notes as first offense. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus. The Registrar will input the incident into Banner for tracking purposes.

##### **--Second Offense--**

Student is given a grade of "WF" for the course in which offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of second offense. The Registrar will input the incident into Banner for tracking purposes.

##### **--Third Offense--**

Student is given a grade of "WF" for the course in which the offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of second offense. The Vice President for Student Affairs, or designee, will notify the student of suspension from college for a specified period of time. The Registrar will input the incident into Banner for tracking purposes.

**CELL PHONE USAGE AND OTHER ELECTRONIC DEVICES: School Policy:** Use of cell phones, pagers, CD players and/or similar devices is not permitted in the classroom/lab facilities. Use of these devices during class or lab time will result in disciplinary action and could lead to dismissal. **Instructor Policy:** In cases of emergency, permission to put your phone on vibrate must be cleared with your instructor, but the phone should not be answered while inside the classroom. Therefore, it is best to put

them away and out of sight. When a student violates this policy, 10 points will be deducted from the most recent test score. On the 3rd offense the student will be dismissed from class and receive an absence for the day.

**STATEMENT OF NON-DISCRIMINATION:** Southeastern Technical College does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, disabled veteran, veteran of Vietnam Era or citizenship status, (except in those special circumstances permitted or mandated by law). This school is in compliance with Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin; with the provisions of Title IX of the Educational Amendments of 1972, which prohibits discrimination on the basis of gender; with the **provisions of Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of handicap**; and with the American with Disabilities Act (ADA).

**GRIEVANCE PROCEDURES:** Grievance procedures can be found in the Catalog and Handbook located on STC's website.

**ACCESS TO TECHNOLOGY:** Students can now access [Blackboard](#), [Remote Lab Access](#), [Student Email](#), [Library Databases \(Galileo\)](#), and [BannerWeb](#) via the mySTC portal or by clicking the [Current Students link on the STC website at www.southeasterntech.edu](#). The Career Services Office is here to assist you with Job Readiness Skills. They provide resume' assistance and job referrals. Be sure to place your resume' on the e-Recruiting website to allow them the opportunity to assist you with job placement. You can access the system by visiting the STC Career Services Website or contacting Cindy Phillips, [cphillips@southeasterntech.edu](mailto:cphillips@southeasterntech.edu)

#### **GRADING POLICY**

Assignments	10%
Practical	15%
Final Practical	15%
Final Written	30%
Written	30%
Total	100%

#### **GRADING SCALE**

A: 90-100
B: 80-89
C: 70-79
D: 60-69
F: 0-59

#### **TCSG GUARANTEE/WARRANTY**

**STATEMENT:** *The Technical College System of Georgia guarantees employers that graduates of State Technical Colleges shall possess skills and knowledge as prescribed by State Curriculum Standards. Should any graduate employee within two years of graduation be deemed lacking in said skills, that student shall be retrained in any State Technical College at no charge for instructional costs to either the student or the employer.*

**COSM 1050 Hair Color  
SPRING SEMESTER 2016 LESSON PLAN**

Date	Chapter	Content	Assignments & Tests Due	Com p Area
M Jan 11 Week 1	21	Principles of Color Theory	<p>Read pages 675-679 in the standard text.</p> <p>Answer questions 5 and 6 on page 730 of the standard text and turn in to instructor.</p> <p><b>Hybrid assignment due Monday January 25.</b> Watch “Color Concepts” video and “Color Levels” video.</p>	1 a,b,c
M Jan 18		<b>HOLIDAY</b>		
M Jan 25 Week 2	21	Principles of Color Theory	<p><b>Review for exam. Hybrid assignment due Monday, Jan. 25th</b></p> <p>Lecture &amp; exam over Principles of Color Theory</p>	1 a,b,c
M Feb 1 Week 3	21	Hair Structure, Color, and Tone	<p>Read pages 670-675 in the standard text and answer questions 1-4 on page 730 and turn in to instructor.</p> <p><b>Hybrid assignment due Monday, February 1.</b> Read chapter 11 in the standard text and answer questions on page 248 and turn in to instructor.</p>	2 a,b,c
M Feb 8 Week 4	11, 21	Hair Structure, Color and Tone	<p><b>Hybrid assignment due Monday, February 8.</b></p> <p>Read pages 670-675 in the standard text and answer questions 1-4 on page 730 and turn in to instructor.</p> <p>Read chapter 11 in the standard text and answer questions on page 248 and turn in to instructor.</p> <p>Read page 670-678 and answer questions 1-6 on page 730 of the standard text.</p>	2 a,b,c
M Feb 15 Week 5	21	Classifications of Color Hair Lightening & Color Removal	<p>Lecture and exam over Hair Structure, Color, and Tone</p> <p><b>Hybrid Assignment due Monday, February 15.</b></p> <p>Read pages 679-686 and answer questions 7-12 on page 730 in the standard text.</p> <p>Read pages 695-697 and pages 722-72 and answer questions 12 and 14-17 on page 730 of the standard text.</p>	3,4 a,b,c
M Feb	21	Safety Precautions Application Procedures	Lecture & exam over classifications of color & hair lightening & color removal.	5,6 a,b,c

22 Week 6			<p><b>Hybrid Assignment due Monday, February 22.</b></p> <p>Follow directions on pages 710-721 for proper application procedures. Review procedures on pages 715-729. Be prepared for color applications in class.</p> <p>Read page 709 and answer question 20 on page 730 of the standard text.</p>	
M Feb 29 Week 7	21	Consultation, Communication & Record & Release Forms	<p><b>Hybrid Assignment due Monday, February 29.</b></p> <p>Read pages 686-689 in the standard text. Make copies of records and forms on those pages and fill out during the consultation.</p> <p>Watch consultation video on Blackboard.</p>	7 a,b,c
M Mar 7 Week 8	21	Consultation, Communication & Record & Release Forms	<p>Do mock Consultations in class. Fill out appropriate forms.</p> <p>Lecture and exam over Consultation, Communication, and Record &amp; Release Forms</p>	7 a,b,c
M Mar 14 Week 9	21	Product Knowledge	<p><b>Hybrid Assignment due Monday, March 7.</b> Read pages 690-694 and answer questions on page 690 in the standard text.</p> <p>Write at least 3 color formulations and be ready to show and tell what effect they will have on one of your manikins.</p>	8 a,b,c
M Mar 21 Week 10	21	Product Knowledge	<p><b>Hybrid Assignment due March 14.</b> View Clairol videos on <a href="http://www.youtube.com">www.youtube.com</a> Clairol Professional Flare, Understanding Haircolors, and Coloring Virgin Hair.</p> <p>Use the 3 product formulations on your manikin that you developed last week.</p>	8 a,b,c
MT Mar 28 Week 11	21	Haircolor Challenges & Corrective Solutions	<p><b>Hybrid Assignment due Monday, March 28</b> Read pages 701-709 and answer questions 18 and 19 on page 730 of the standard textbook.</p> <p>View Clairol Video "How to Correct Too Dark Haircoloring" on <a href="http://www.youtube.com">www.youtube.com</a></p>	9 a,b,c
MTWR Mar 28-31		<b>STUDENT HOLIDAYS</b>		
M Apr 4 Week 12	21	Special Effects	<p>Exam over Haircolor Challenges &amp; Corrective Solutions.</p> <p><b>Hybrid Assignment due Monday, April 4.</b></p> <p>Read pages 698-701 and pages 726-729 in the standard text</p> <p>View Clairol videos: Ombre Techniques by Clairol Professional, How to Balayage Highlights, and How to: Midnight Blue Highlight Technique on <a href="http://www.youtube.com">www.youtube.com</a></p>	10 a,b,c

M Apr 11 Week 13	21	Special Effects	Read special effects in the textbook pages 698-701. <b>Hybrid assignment due Monday, April 11.</b> Lecture and exam over special effects. Perform special effects on manikins starting with the cap technique and then foils	10 a,b,c
M Apr 18 Week 14	21	Application Procedures Safety Precautions Special Effects	Practice various techniques in the lab using professional products. <b>Hybrid assignment: review for theory final.</b>	5,6, 10 a,b,c
M Apr 25 Week 15	21	Principles of Color Theory Hair Structure, Color, & Tone Classifications of Color Hair Lightening & Color Removal Application Procedures Safety Precautions Consultation, Communication & Record & Release Forms Product Knowledge Haircolor Challenges & Corrective Solutions Special Effects	<b>Hybrid Assignment: Review for final</b>	1,2,3 ,4,5, 6,7,8 ,9,10 a,b,c
M May 2		Principles of Color Theory Hair Structure, Color, & Tone Classifications of Color Hair Lightening & Color Removal Application Procedures Safety Precautions Consultation, Communication & Record & Release Forms Product Knowledge Haircolor Challenges & Corrective Solutions Special Effects	Final practical and written exam.	1,2,3 ,4,5, 6,7,8 ,9,10 a,b,c

\*\*\*\*Instructor reserves the right to change the syllabus and/or lesson plan as necessary.

**\* Competency Areas:**

1. Principles of Color Theory
2. Hair Structure, Color and Tone
3. Classifications of Color
4. Hair Lightening and Color Removal
5. Application Procedures
6. Safety Precautions
7. Consultation, Communication and Record and Release Forms
8. Product Knowledge
9. Haircolor Challenges and Corrective Solutions
10. Special Effects

**\*\*General Core Educational Competencies**

- a) The ability to utilize standard written English.
- b) The ability to solve practical mathematical problems.
- c) The ability to read, analyze, and interpret information.