

Instructor Information	
Instructor	Rikki Solis
Email	manninorl@lamarpa.edu
Phone	(409) 984-6409
Office	Cosmetology - Room: 117
Office Hours	Monday - Wednesday 9:00am - 4:00pm Thursday - 9:00am - 2:00pm
Additional Contact Information	
Course Information	
Description	In-depth coverage if the theory and practice of skin care, facials, and cosmetics.
Required Textbooks	<i>Textbook Purchasing Statement: A student attending Lamar State College Port Arthur is not under any obligation to purchase a textbook from the college-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.</i> Milady Standard 14th Edition Textbook, Milady Foundations Textbook, TDLR Rules and Regulations Law and Rule Book
Additional Materials/Resources	Pencils, Pen - blue, black and red ink only, Paper, Highlighter. Supplies list will be handed out if there are any additional supplies needed.
Corequisites/Prerequisites	Phase I: - CSME 1310 Introduction to Haircutting and Related Theory - CSME 1401 Orientation to Cosmetology - CSME 1453 Introduction to Chemical Reformation and Related Theory - CSME 2343 Salon Development
Learning Outcomes	
Program Student Learning Outcomes	PSLO 1: Model professional and ethical behavior PSLO 2: Practices all sanitary and safety measures that protect individual and public health. PSLO 3: Demonstrates and instructs proficiency in all cosmetology skills. PSLO 4: Prepares to pass State Board Requirements.
Lecture Topics Outline	- Health and Safety Requirements Review/ Exam - Facials - Treatments, Head Drape - Massage Manipulations - Hair Removal - Methods of Hair Removal - Contraindications - Eyelash Extensions
Major Assignments Schedule	TENTATIVE - EXAM DATES WILL BE ASSIGNED IN CLASS - Facial Service Practical Exam - Waxing Service Using Soft Wax Practical Exam - Chapter 17 "Hair Removal" Unit Exam - Chapter 18 "Facials" Unit Exam - Chapter 3 "Skin Structure and Growth" Unit Exam - Chapter 4 "Skin Disorders and Diseases" Unit Exam - Chapter 2 "General Anatomy and Physiology" Unit Exam - Perform Facial Procedures Students will be responsible for a variety of Skills Assignments, written and practical, that are worth 40% of their overall grade. Including but not limited to Haircuts, Chemical Services, Foil Application, Waxing, Facials, etc.
Final Exam Date	May 5, 2025 - 9:30 AM Through May 7, 2025 - 3:30 PM
Grading Scale	90 - 100=A 80 - 89=B 70 - 79=C 60 - 69=D Below 59 = F
Determination of Final Grade	Skills Assignments - 40% Unit Exams - 30%

Course Policies

Instructor Policies	I will not discuss attendance and/or grades outside of Office Hours or email. You will need to schedule an appointment.
Attendance Policy	ANY DAYS MISSEED MUST BE MADE UP Any days missed must be made up before the end of the semester. Make Up Days are Fridays from 9:00am - 2:00pm

Additional Information

Institutional Policies

MyLSCPA	Be sure to check your campus email and Course Homepage using MyLSCPA campus web portal. You can also access your grades, transcripts, academic advisors, degree progress, and other services through MyLSCPA .
Academic Honesty	Academic honesty is expected from all students, and dishonesty in any form will not be tolerated. Please consult the LSCPA policies (Academic Dishonesty section in the Student Handbook) for consequences of academic dishonesty.
ADA Considerations	The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please contact the Disability Services Coordinator , Room 117, in the Student Success Center. The phone number is (409) 984-6241.
COVID 19 Information	The Lamar State College Port Arthur (LSCPA) Student Code of Conduct COVID 19 Policy requires students who have been diagnosed with COVID 19 to report their condition directly to their local health department. Students should also contact their course faculty to report their quarantine status. In addition, this policy requires all students to wear face coverings when directly exposed to COVID 19 in compliance with the criteria included in the policy. For more information please refer to the COVID 19 link on the LSCPA website.
Facility Policies	No food or tobacco products are allowed in the classroom. Only students enrolled in the course are allowed in the classroom, except by special instructor permission. Use of electronic devices is prohibited.
HB 2504	This syllabus is part of LSCPA's efforts to comply with Texas House Bill 2504.
Mandatory Reporting of Child Abuse and Neglect	As per Texas law and LSCPA policy, all LSCPA employees, including faculty, are required to report allegations or disclosures of child abuse or neglect to the designated authorities, which may include a local or state law enforcement agency or the Texas Department of Family Protective Services. For more information about mandatory reporting requirements, see LSCPA's Policy and Procedure Manual .
Title IX and Sexual Misconduct	LSCPA is committed to establishing and maintaining an environment that is free from all forms of sex discrimination, including sexual harassment, sexual violence, and other forms of sexual misconduct. All LSCPA employees, including faculty, have the responsibility to report disclosures of sexual misconduct, including sexual harassment, sexual assault (including rape and acquaintance rape), domestic violence, dating violence, relationship violence, or stalking, to LSCPA's Title IX Coordinator, whose role is to coordinate the college's response to sexual misconduct. For more information about Title IX protections, faculty reporting responsibilities, options for confidential reporting, and the resources available for support visit LSCPA's Title IX website .
Clery Act Crime Reporting	For more information about the Clery Act and crime reporting, see the Annual Security & Fire Safety Report and the Campus Security website .
Grievance / Complaint / Concern	If you have a grievance, complaint, or concern about this course that has not been resolved through discussion with the Instructor, please consult the Department Chair.
Department Information	Cosmetology Chair: Sheila Guillot Email: guillsr@lamarpa.edu Phone: (409) 984-6381