COS 114
HAIR SHAPING

COURSE DESCRIPTION

This is an introductory course to the techniques of hair shaping. Emphasis is given to the correct use and safety of implements, proper hair sectioning and various techniques used in hair design in relationship to body structure.

4 Credits

COURSE FOCUS

Student will be able to shape hair using all cutting tools in a safe and sanitary manner as well as understanding body and facial shapes as it relates to hair

TEXT AND REFERENCES

Salon Fundamentals Textbook Bundle
2011 Edition

COURSE GOALS

The following list of course goals will be addressed in the course. These goals are directly related to the performance objectives. (*designates a CRUCIAL goal)

1. define hair cutting
2. explain hair infection control
3. explain haircut structures
4. classify shear cutting
5. explain hair safety
6. explain client consultations
7. define horizontal lines
8. define concave lines
9. define convex lines
10. define diagonal lines
11. define natural fall
12. define normal projection
13. define unactivated texture
14. define activated texture
15. define vertical lines
16. demonstrate hair distribution
17. demonstrate hair guidelines
18. demonstrate hair projection
19. demonstrate hair partings
20. exercise head positions
21. exercise head sections
22. define head areas
23. define haircutting essentials
24. demonstrate palm down cutting
25. demonstrate cutting positions
26. demonstrate on top of fingers cutting
27. demonstrate palm to palm cutting
28. demonstrate palm up cutting
29. explain hair forms
30. identify basic haircuts
31. explain solid form haircut
32. demonstrate solid-form haircut
33. explain increased-layered haircut
34. demonstrate increased layered haircut
35. explain graduated form haircut
36. demonstrate graduated haircut
37. explain uniform-layered haircut
38. demonstrate uniform layered haircut
39. classify clipper cutting
40. explain gradation-form haircut
41. explain clipper control
42. demonstrate gradation form form
43. explain combination form haircut
44. demonstrate combination form haircut
45. classify razor cutting
46. experiment hair texturizing
47. classify taper-shear cutting
48. explain square combination haircut
49. demonstrate square combination haircut
50. define haircut outlining
51. explain haircut crosschecking
52. explain children cuts considerations
STUDENT CONTRIBUTION

Each student will spend approximately 2.5-5 hours per week preparing for class and completing assignments to turn in weekly.
Each week students will turn in assignments as specified on Blackboard. In addition, chapter tests are to be completed as assigned. Students will also complete a final exam/project to demonstrate their knowledge of the material.
Student Attendance Policy: See student handbook within the TCL Catalog.

COURSE EVALUATION

Student is evaluated through series of written, test and practical labs

COURSE SCHEDULE

The class meets for 4 lecture/presentation hours per week. Course content will be taught in the order that the content goals are presented in the syllabus. The schedule for this course is provided on Blackboard.

Approved by: _Kenneth Flick_ ___________________________________________ Developed/Revised: 11/24/2014
Ken Flick, Division Dean for Business & Industrial Divisions
ADA STATEMENT

The Technical College of the Lowcountry provides access, equal opportunity and reasonable accommodation in its services, programs, activities, education and employment for individuals with disabilities. To request disability accommodation, contact the counselor for students with disabilities at (843) 525-8228 during the first ten business days of the academic term.

ACADEMIC MISCONDUCT

There is no tolerance at TCL for academic dishonesty and misconduct. The College expects all students to conduct themselves with dignity and to maintain high standards of responsible citizenship. It is the student’s responsibility to address any questions regarding what might constitute academic misconduct to the course instructor for further clarification. The College adheres to the Student Code for the South Carolina Technical College System. Copies of the Student Code and Grievance Procedure are provided in the TCL Student Handbook, the Division Office, and the Learning Resources Center.

ATTENDANCE

The College’s statement of policy indicates that students must attend ninety percent of total class hours or they will be in violation of the attendance policy.

- Students not physically attending class during the first ten calendar days from the start of the semester must be dropped from the class for NOT ATTENDING. Reinstatement requires the signature of the division dean.
- Students taking an online/internet class must sign in and communicate with the instructor within the first ten calendar days from the start of the semester to indicate attendance in the class. Students not attending class during the first ten calendar days from the start of the semester must be dropped from the class for NOT ATTENDING.
- Reinstatement requires the signature of the division dean.

In the event it becomes necessary for a student to withdraw from the course OR if a student stops attending class, it is the student's responsibility to initiate and complete the necessary paperwork. Withdrawing from class may have consequences associated with financial aid and time to completion. When a student exceeds the allowed absences, the student is in violation of the attendance policy. The instructor MUST withdrawal the student with a grade of “W”, “WP”, or “WF” depending on the date the student exceeded the allowed absences and the student’s progress up to the last date of attendance or under extenuating circumstances and at the discretion of the faculty member teaching the class, allow the student to continue in the class and make-up the work. This exception must be documented at the time the allowed absences are exceeded.

Absences are counted from the first day of class. There are no "excused" absences. All absences are counted, regardless of the reason for the absence.

- A student must take the final exam or be excused from the final exam in order to earn a non-withdrawal grade.

A copy of TCL’s STATEMENT OF POLICY NUMBER: 3-1-307 CLASS ATTENDANCE (WITHDRAWAL) is on file in the Division Office and in the Learning Resources Center.
HAZARDOUS WEATHER

In case weather conditions are so severe that operation of the College may clearly pose a hardship on students and staff traveling to the College, notification of closing will be made through the following radio and television stations: WYKZ 98.7, WGCO 98.3, WZGO 103.1, WFXH 106.1, WWVV 106.9, WLOW 107.9, WGZR 104.9, WFXH 1130 AM, WLWH 101.1, WSOK 1230 AM, WAEV 97.3, WTOC TV, WTGS TV, WJWL TV, and WSAV TV. Students, faculty and staff are highly encouraged to opt in to the Emergency Text Message Alert System. www.tcl.edu/textalert.asp

EMERGENCY TEXT MESSAGE ALERT

Students, faculty and staff are highly encouraged to opt in to the Emergency Text Message Alert System. Participants receive immediate notification of emergency events and weather cancelations via text messaging on their cell phones. Participants can also opt in to receive non-emergency news and announcements. Go to www.tcl.edu. On the homepage, click on “emergency Text Alert at TCL” and fill out the form or go to www.tcl.edu/textalert.asp

SYLLABUS SAFETY ADDENDUM

Purpose

The purpose of this safety addendum is to provide each student with safety guidelines during an incident, emergency, or disaster at TCL. In addition, it provides students guidelines for lockdown procedures, evacuation procedures, and active shooter.

Definition

An incident is any event, potential or actual, that may impact normal operations but has no immediate health or life threatening consideration or serious effect on the overall functional capacity of the College. An event of this nature should be reported to the Office of the Vice President for Administrative Services. Also notify the off-site campus administrator if applicable.

An emergency is any incident, potential or actual, which may endanger life or health or which affects an entire building or buildings, and will disrupt the overall operations of the College. Outside emergency services will probably be required, as well as major efforts from campus support services. Major policy considerations and decisions will usually be required from the college administration during times of crises. An emergency should be reported immediately by directly using 911 if life or health/injury considerations exist and then to the Office of the President or Vice President for Administrative Services as quickly as possible. Also notify the off-site campus administrator if applicable.

A disaster is any event or occurrence that has taken place and has seriously impaired or halted the operations of the College. In some cases, mass personnel casualties and severe property damage may be sustained. A coordinated effort of all campus-wide resources is required to effectively control the situation. Outside emergency services will be essential. In all cases of disaster, an Emergency Control Center will be activated, and the appropriate support and operational plans will be executed. The disaster should be immediately reported, first by calling 911 and then to the Office of the President or Vice President for Administrative Services. Also notify the off-site campus administrator if applicable.

Types of Emergencies

- Hurricane
 Procedures

Active Shooter

Building Evacuation
1. Building evacuations occur when an alarm sounds and/or upon notification by Security or the Emergency Director.

2. When the building evacuation alarm is activated during an emergency, individuals should exit according to the building evacuation plan and alert others to do the same.

3. Once outside, individuals should proceed to a clear area that is at least 500 feet away from the affected building. Streets, fire lanes, hydrant areas and walkways should be kept clear for emergency vehicles and personnel.

4. Individuals should not return to an evacuated building unless told to do so by Security or the Emergency Director.

5. Individuals should assist persons with disabilities in exiting the building. Elevators are reserved for disabled persons

Campus Evacuation
1. A uniformed Security Guard, the Emergency Director, or an Emergency Resource Team member will announce evacuation of all or part of the campus grounds.

2. All persons (students and staff) are to immediately vacate the campus, or in the case of a partial evacuation relocate to another part of the campus grounds as directed.

Lockdown
1. Clear the halls
2. Report to the nearest classroom/office
3. Assist those needing special assistance
4. Ensure classroom/office doors are closed and locked
5. Turn off lights
6. Stay away from doors and windows (out of the line of sight)
7. BE QUIET and follow instructor’s directions
8. Silence cell phones
9. Wait for the “All Clear” before leaving

Developed/Revised: November 2014