

## **NORTH CENTRAL TEXAS COLLEGE**

### **COURSE AND INSTRUCTOR INFORMATION**

Course Title: Principles of Facial and Skin Care Technology II

Course prefix, number, and section number: CSME 1445

Semester/Year of course: SPRING 2026

Semester start and end dates: January 12th -May 9th 2026

Modality (Face to face/Synchronous or Asynchronous online/Hybrid): FTF

Class meeting location, days, and times: Room 811, Tues 12:15-2:45 (seniors)

Lab meeting location, days, and times: Room 1508, Tues 8-11:30 and Thurs 8-2:45

Course Description: This course is a continuation of the concepts and principles in skin care and other related technologies. Topics include advanced instruction in electricity, Facials utilizing Devices, Chemical peels, theory, and related skills of facial/esthetic technology. Lecture will be held on Tuesday afternoons 12:15p-2:45p in room 811.

Course prerequisites: CSME 1202, 1248, 1420, 1421

Required course materials: Pivot point Salon Fundamentals Esthetics Exam Review, Texas Cosmetology Rules and Law Book, ARC Peel Kit

Name of instructor: Emily Boaz

Office location: Room 1506 or 1533

Telephone number: 940-668-4247

E-mail address: eboaz@nctc.edu

Class hours for students: Tues + Thurs 8 a.m. -2:45 p.m. (seniors)

Office Hours for Mrs. Boaz Tues + Thurs 8 am -2:45 pm

### **SYLLABUS CHANGE DISCLAIMER**

The faculty member reserves the right to make changes to this published syllabus if it is in the best interest of the educational development of this class. Any such changes will be announced as soon as possible in person and/or in writing.

### **SUMMARY OF COURSE ASSIGNMENTS**

List of graded assignments: See Canvas for Details

Final grade scale:

90 – 100 =A

80 – 89 = B

75 – 79 – C

74 & below = F

Grading Criteria:

Assignments 20%

Chapter Tests, Projects 25%

Attendance 30%

Finals 25%

Late work policy: No late work will be accepted, be prepared and keep up with dates in Canvas. If you have a doctor's note, if you are ever absent, this will allow you to make up a test or missed work that day of absence. Otherwise you will receive a "0".

SEE CANVAS FOR THE COMPLETE COURSE CALENDAR, OUTLINE, DETAILED DESCRIPTION OF GRADED WORK, AND OTHER RELATED MATERIAL.

### **COURSE POLICIES**

Academic Integrity Policy: Scholastic dishonesty shall include, but is not limited to cheating, plagiarism, academic falsification, intellectual property dishonesty, academic dishonesty facilitation, and collusion. Faculty members may document and bring charges against a student who is engaged in or is academic dishonesty. See Student Handbook, "Student Rights & Responsibilities: Student Conduct ([FLB(LOCAL)]).

Consequences of academic dishonesty may include:

- 1) Receive a zero on the exam
- 2) Dismissal from the program

Attendance Policy: Regular and punctual attendance is expected of all students in all classes for which they have registered. Students must meet 80% of their required hours. All absences are considered to be unauthorized unless the student is absent due to illness or emergencies as determined by the instructor. It is the student's responsibility to provide documentation as to the emergency for approval and judgment by the faculty member. Approved college-sponsored activities are the only absences for which a student should not be held liable and only when provided by a college official ahead of the absence. Valid reasons for absence, however, do not relieve the student of the responsibility for making up required work. Students will not be allowed to make up an examination missed due to absence unless they have a professional excuse that is printed out. A student who is compelled to be absent when a test is given should petition the instructor, in advance if possible, for permission to postpone the exam. Otherwise the test has been missed and only a professional excuse at the Instructor's discretion will allow the student to make up the test. A PROFESSIONAL EXCUSE DOES NOT COUNTERACT TIME OF ABSENCE, ONLY MISSING AND ABILITY TO MAKE UP MISSED TESTS/WORK. THIS DOES NOT APPLY TO WRITTEN OR PRACTICAL FINAL EXAMS. A WRITTEN OR PRACTICAL FINAL EXAM CANNOT BE MADE UP. Student will be dropped from a class by the Registrar upon recommendation of the instructor who feels the student has been justifiably absent or tardy a sufficient number of times to preclude meeting the course's objectives. Persistent, unjustified absences from classes or laboratories will be considered sufficient cause

for College officials to drop a student from the rolls of the College. From Board Policy FC(LOCAL)

### **Withdrawal Policy**

A student may withdraw from a course on or after the official date of record. It is the student's responsibility to initiate and complete a Withdrawal Request Form.

Last day to withdraw from the course with a "W" January 27, 2026

### **STUDENT LEARNING OUTCOMES:**

- Demonstrate the use of facial machines.
- Explain the importance of Electricity in Esthetics.
- Practice advanced application of chemical peels and use of facial devices.

### **CORE OBJECTIVES:**

- Critical thinking, Communication, Empirical and Quantitative, Teamwork, Personal Responsibility, Social Responsibility

## **COLLEGE POLICIES**

### **STUDENT HANDBOOK**

Students are expected to follow all rules and regulations found in the Student Handbook.

### **ADA STATEMENT**

NCTC will adhere to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations to afford equal educational opportunity. It is the student's responsibility to contact the Office for Students with Disabilities to arrange appropriate accommodations. See the OSD Syllabus Addendum.

### **STUDENT SERVICES**

NCTC provides a multitude of services and resources to support students. See the Student Services Syllabus Addendum for a listing of those departments and links to their sites.

## **QUESTIONS, CONCERNS, or COMPLAINTS**

The student should contact the instructor to deal with any questions, concerns, or complaints specific to the class. If the student and faculty are not able to resolve the issue, the student may

contact the chair or coordinator of the division. If the student remains unsatisfied, the student may proceed to contact the instructional dean.

Name of Chair/Coordinator: Courtney Covey

Office location: Room 1532

Telephone number: 940-668-3314

E-mail address: [ccovey@nctc.edu](mailto:ccovey@nctc.edu)

Name of Instructional Dean: Debbie Huffman

Office location: Gainesville, Career and Technical Center

Telephone number: 940-668-3357

E-mail address: [dhuffman@nctc.edu](mailto:dhuffman@nctc.edu)