



INSTRUCTIONAL PACKAGE

COS 151

Dermatology

2019/2020

Fall/Spring

INSTRUCTIONAL PACKAGE

Part I: Course Information

Effective Term: 201910 201920

COURSE PREFIX: COS 151 COURSE TITLE: Dermatology

CONTACT HOURS: 1 Lecture 6 Lab CREDIT HOURS: 3

RATIONALE FOR THE COURSE:

Skin care sciences are the foundational knowledge for the Esthetician. This course will give the student the knowledge necessary to identify the components of the skin, its disorders, diseases, and treatments.

COURSE DESCRIPTION:

This course is the study of the structure, functions, conditions and disorders of the skin

PREREQUISITES/CO-REQUISITES:

(Credit level ENG 032 Minimum Grade of C* or Credit level ENG 100 Minimum Grade of C* or Credit level ENG 101 Minimum Grade of C or Credit level ENG 101 Minimum Grade of TC or Credit level ENG 155 Minimum Grade of C or Credit level ENG 155 Minimum Grade of TC or ACCUPLACER Reading Comp 056 or New ACCUPLACER Reading Comp 235 or COMPANION Reading 056 or Multiple Measures English 1 or SAT Critical Reading 380 or ACT Reading 14) and (Credit level COS 152 Minimum Grade of C and Credit level COS 156 Minimum Grade of C and Credit level COS 158 Minimum Grade of C and Credit level COS 157 Minimum Grade of C and Credit level COS 164 Minimum Grade of C and Credit level COS 221 Minimum Grade of C) and (Background Check Form 1)

REQUIRED MATERIALS:

Please visit the Bookstore online site for most current textbook information. Use the direct link below to find textbooks.

[BOOKSTORE.](#)

Enter the semester, course prefix, number and section when prompted and you will be linked to the correct textbook.

ADDITIONAL REQUIREMENTS:

Student will have State Board Fees for Written and Practical Exams.

2 – New Uniforms

Esthetic Kits

TECHNICAL REQUIREMENTS:

Access to Desire2Learn (D2L), HGTC's student portal for course materials.
WaveNet and D2L email access.

CLASSROOM ETIQUETTE:

As a matter of courtesy to other students and your professor, please turn off cell phones and other communication/entertainment devices before class begins. If you are monitoring for an emergency, please notify your professor prior to class and switch cell phone ringers to vibrate.

Part II: Student Learning Outcomes

1. Discuss the layers of the skin.
2. Outline the basic functions of the skin.
3. Name the types of tissues and their function.
4. Identify common skin conditions and diseases.
5. Outline the general differences in ethnic skin.
6. Describe the different types of exfoliation.
7. Explain how nutrition relates to healthy skin
8. Define chemistry and its branches
9. Explain matter and its structure
10. Explain the pH scale
11. Name the 9 major body organs and the 11 main body systems and explain their basic functions.
12. Define and explain why the study of anatomy, physiology, and histology is important to the esthetician.
13. Define tissue and identify the types of tissues found in the body.

COURSE LEARNING OUTCOMES and ASSESSMENTS*:

COS 151	Topic to be Reviewed	Assignments/Reading
Week 1	Syllabus and Course review State Board regulations Unit one MindTap Lecture: Why study General Physiology	Read and sign syllabus Complete State Board Orientation packet Follow along on MindTap and workbook throughout chapter

COS 151	Topic to be Reviewed	Assignments/Reading
Week 2	Unit Two Lecture: Basic structures of the cell Organs and body systems Skeletal system Bones of the Skull	Read Chapter 2 pages 27-40 in Milady's Standard Esthetics Textbook Workbook Mindtap Draw and label diagram of cell
Week 3	Unit Three Lecture: Muscular system The Number of Muscles and Composition	Read Chapter 2 pages 40-47 in Milady's Standard Esthetics Textbook Workbook Mindtap Test on Unit One and Two
Week 4	Unit Four Lecture: Nervous system Divisions of the nervous system Brain and spinal cord Nerve Cell Structure and Function Types of Nerves	Read Chapter 2 pages 48-54 in Milady's Standard Esthetics Textbook Workbook Mindtap
Week 5	Unit Five Lecture: Circulatory system The heart Arteries of head, neck and face Veins of head, neck and face Lymphatic system Endocrine system Digestive system Excretory system Respiratory system Integumentary system Reproductive system	Read Chapter 2 pages 54-69 in Milady's Standard Esthetics Textbook Workbook Mindtap Test on Unit three and four

COS 151	Topic to be Reviewed	Assignments/Reading
Week 6	Unit Six Lecture: Skin functions Layers of the skin Skin diagram project Skin Basics Skin Anatomy Skin Structure Hair Anatomy Nail Anatomy Nerves Glands Skin Health	Read Chapter 3 pages 83-115 in Milady's Standard Esthetics Textbook Create a skin diagram Workbook Mindtap Test on Unit five
Week 7	Unit Seven Lecture: Lesions of the skin Disorders of the sebaceous glands Disorders of the sudoriferous gland Inflammations of the skin Disorders of the Oil Glands Skin Inflammation	Read Chapter 4 pages 121-128 in Milady's Standard Esthetics Textbook Workbook Mindtap Test on Chapter 3
Week 8	Unit Eight Lecture: Pigmentation disorders Hypertrophies of the skin Contagious diseases Skin cancer Skin care facts Acne	Read Chapter 4 pages 128-155 in Milady's Standard Esthetics Textbook Workbook Mindtap
Week 9	Unit Nine Lecture: Skin Care Products Cosmetic regulations, laws, and product safety Main Ingredients in cosmetic chemistry Identify beneficial ingredients for skin types and conditions	Read Chapter 6 pages 197-234 in Milady's Standard Esthetics Textbook Workbook Mindtap Test on Chapter 4
Week 10	Unit Ten Lecture: All Skin Types and Conditions Selecting Appropriate Products for Facial Treatments and Home Use	Read Chapter 6 pages 234-253 in Milady's Standard Esthetics Textbook Workbook Mindtap

COS 151	Topic to be Reviewed	Assignments/Reading
Week 12	Unit Eleven Lecture: Basics of nutrition Nutrition for the skin Vitamins and minerals Nutrition recommendations Macronutrients Nutrition and Esthetic	Read Chapter 4 pages 73-91 in Milady's Standard Foundations Textbook Workbook Mindtap Test on Chapter 6
Week 13	Unit Twelve Lecture: Chemistry and Chemical safety Chemistry in action Ph Demo on products	Read Chapter 6 pages 153- 176 in Milady's Standard Foundations Textbook Bring in products from home to test pH Workbook Mindtap Test on Chapter 4- Nutrition
Week 14	Unit Thirteen Final Exam Review	Workbook Due Mindtap Due Test on Chapter 6- Chemistry & Chemical Safety
Week 15	Unit Fourteen State Board Review	Bring all items to class necessary for State Board Practical Final chapter exam
Exam Week	Final Exams	

****Students – please refer to the Instructor’s Course Information sheet for specific information on assessments and due dates.***

Part III: Grading and Assessment

EVALUATION OF REQUIRED COURSE MEASURES/ARTIFACTS*

Students’ performance will be assessed and the weight associated with the various measures/artifacts are listed below. **EVALUATION***

Tests	20%
Assignments	20%

Projects/Portfolios	20%
Class Participation	20%
Final Exam	20%
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	100%

***Students, for the specific number and type of evaluations, please refer to the Instructor’s Course Information Sheet. GRADING SYSTEM:**

State the College’s or departmental grading system as delineated in the Catalog. Please note the College adheres to a 10 point grading scale A = 100 – 90, B = 89- 80, C = 79 – 70, D = 69 – 60, F = 59 and below. You must have your Dean’s approval if changes in the scale are made.

Grades earned in courses impact academic progression and financial aid status. Before withdrawing from a course, be sure to talk with your instructor and financial aid counselor about the implications of that course of action. Ds, Fs, Ws, WFs and Is also negatively impact academic progression and financial aid status.

The Add/Drop Period is the first 5 days of the semester for **full term** classes. Add/Drop periods are shorter for accelerated format courses. Please refer to the academic calendar for deadlines for add/drop ([ACADEMIC CALENDAR](#)). You must attend at least one meeting of all of your classes during that period. If you do not, you will be dropped from the course(s) and your Financial Aid will be reduced accordingly.

Part IV: Attendance

Horry-Georgetown Technical College maintains a general attendance policy requiring students to be present for a minimum of 80 percent (80%) of their classes in order to receive credit for any course. Due to the varied nature of courses taught at the college, some faculty may require up to 90 percent (90%) attendance. Pursuant to 34 Code of Federal Regulations 228.22 - Return to Title IV Funds, once a student has missed over 20% of the course or has missed two (2) consecutive weeks, the faculty is obligated to withdraw the student and a student may not be permitted to reenroll. **Instructors define absentee limits for their class at the beginning of each term; please refer to the Instructor Course Information Sheet.**

For online and hybrid courses, check your Instructor’s Course Information Sheet for any required on-site meeting times. Please note, instructors may require tests to be taken at approved testing sites, if you use a testing center other than those provided by HGTC, the center may charge a fee for its services.

Part V: Student Resources



The Student Success and Tutoring Center (SSTC)

The SSTC offers to all students the following **free** resources:

1. Academic coaches for most subject areas, **Writing Center Support**, and **college success skills**.

2. On-line student success and academic support resources.

Visit the SSTC website: [Student Success & Tutoring Center](#) and visit the student services tab in your WaveNet account to schedule appointments using TutorTrac. For more information, call: SSTC Conway, 349-7872; SSTC Grand Strand, 477-2113; and SSTC Georgetown, 520-1455 or go to the [Online Resource Center](#) to access on-demand resources any time.



Student Information Center: WaveNet Central (WNC)

WNC offers to all students the following **free** resources:

1. **Getting around HGTC:** General information and guidance for enrollment!
2. Use the [Online Resource Center \(ORC\)](#) for COMPASS support, technology education, and online tools.
3. **Drop-in technology support or scheduled training** in the Center or in class.
4. **In-person workshops, online tutorials and more services** are available.

Visit the WNC website: [Wavenet Central](#). Live Chat and Center locations are posted on the website. Or please call one of the following locations: WNC Conway, 349-5182; WNC Grand Strand, 477-2076; and WNC Georgetown, 520-1473.

Disability Services:

HGTC is committed to providing an accessible environment for students with disabilities. Inquiries may be directed to Beth Havens, Director of Student Development on the Conway Campus Jaime Davis, Counselor/Advisor on the Georgetown Campus or Kristin Griffin, Counselor on the Grand Strand Campus. These individuals will review documentation of the student's disability and, in a confidential setting with the student, develop an educational accommodation plan.

Note: It is the student's responsibility to self-identify as needing accommodations and to provide acceptable documentation. After a student has self-identified and submitted documentation of a disability, accommodations may be determined, accepted, and provided.

Statement of Equal Opportunity/Non-Discrimination Statement

Horry-Georgetown Technical College prohibits discrimination and harassment, including sexual harassment and abuse, on the basis of race, color, sex, national or ethnic origin, age, religion, disability, marital or family status, veteran status, political ideas, sexual orientation, gender identity, or pregnancy, childbirth, or related medical conditions, including, but not limited to, lactation in

educational programs and/or activities.

Inquiries regarding the non-discrimination policies: Students and prospective student inquiries concerning Section 504, Title II, and Title IX and their application to the College or any student decision may be directed to the Vice President for Student Affairs, Dr. Melissa Batten, VP Student Affairs, Title IX Coordinator, Building 1100, Room 107A, Conway Campus, PO Box 261966, Conway, SC 29528-6066, 843-349-5228, Melissa.Batten@hgtc.edu. Employee and applicant inquiries concerning Section 504, Title II, and Title IX and their application to the College may be directed to the Vice President for Human Resources, Jacquelyne Snyder, VP Human Resources, Section 504, Title II, and Title IX Coordinator, Building 200, Room 212A, Conway Campus, PO Box 261966, Conway, SC 29528-6066, 843-349-5212, Jacquelyne.Snyder@hgtc.edu.

Title IX Requirements

All students (as well as other persons) at Horry-Georgetown Technical College are protected by Title IX—regardless of their sex, sexual orientation, gender identity, part- or full-time status, disability, race, or national origin—in all aspects of educational programs and activities. Any student, or other member of the college community, who believes that he/she is or has been a victim of sexual harassment or sexual violence may file a report with the college’s Chief Student Services Officer, campus law enforcement, or with the college’s Title IX Coordinator, or designee.

*Faculty and Staff are required to report incidents to the Title IX Coordinators when involving students. The only HGTC employees exempt from mandatory reporting are licensed mental health professionals (only as part of their job description such as counseling services).

Inquiries regarding the non-discrimination policies:	
Student and prospective student inquiries concerning Section 504, Title II, and Title IX and their application to the College or any student decision may be directed to the Vice President for Student Affairs.	Employee and applicant inquiries concerning Section 504, Title II, and Title IX and their application to the College may be directed to the Vice President for Human Resources.
Dr. Melissa Batten, VP Student Affairs <i>Title IX Coordinator</i> Building 1100, Room 107A, Conway Campus PO Box 261966, Conway, SC 29528-6066 843-349-5228 Melissa.Batten@hgtc.edu	Jacquelyne Snyder, VP Human Resources <i>Section 504, Title II, and Title IX Coordinator</i> Building 200, Room 212A, Conway Campus PO Box 261966, Conway, SC 29528-6066 843-349-5212 Jacquelyne.Snyder@hgtc.edu