

- ITSW 1310 Photoshop I** 3.2.3
Instruction in the utilization of presentation software to produce multimedia presentations. Graphics, text, sound, animation and/or video may be used in presentation development. End-of-Course-Outcomes: identify presentation media terminology and concepts; create presentations using text, visual and/or distribution on computers or other media; and modify sequence and slide master.
- ITSW 1404 Introduction to Spreadsheets** 4.3.3
Instruction in the concepts, procedures, and application of electronic spreadsheets. End-of-Course Outcomes: Define spreadsheet terminology and concepts; create formulas and functions; use formatting features; and generate charts, graphs, and reports. Prerequisite: ITSC 1409 or COSC 1401.
- ITSY 1442 Information Technology Security** 4.3.3
Instruction in security for network hardware, software, and data, including physical security; backup procedures; and relevant tools; encryption; and protection from viruses. End-of-Course-Outcomes: Discuss the physical security of file servers and other network components using NIST Guidelines and Best Practices; develop backup procedures to provide for data security; use network operating system features to implement network security; discuss the nature of computer and network threats and vulnerabilities and methods to prevent their effects; use relevant tools to provide for network security; and use of encryption techniques to protect network data.

Cosmetology

The Cosmetology Department offers students opportunities to prepare for an exciting and challenging career in the professional beauty service industry. The department provides specialty courses in manicuring and esthetician as well as the Operator, Nail Technician, and Cosmetology Instructor certificates. Through clinical settings, students obtain the skills needed to shampoo, cut, and style hair; and skills needed to provide chemical services, facial and scalp treatments, manicures and pedicures. After students complete the program and required clock hours, they are eligible to take the Texas Cosmetology Commission licensing examinations. Graduates from the program have many career opportunities, including owning your own salon, entering the fashion world as an expert makeup or stylist artist, becoming a beauty consultant, or traveling as a stylist for a cruise ship line.

CERTIFICATE IN COSMETOLOGY TRAINING PROGRAM

(42 Credit Hours)

First Semester

PSYC 1100 or EDUC 1100	Learning Frameworks
CSME 1401	Orientation to Cosmetology
CSME 1405	Fundamentals of Cosmetology
CSME 1310	Intro to Haircutting & Related Theory
CSME 2310	Intermediate Haircutting & Related Theory

Second Semester

CSME 1451 Artistry of Hair Theory & Practice

CSME 1447 Principles of Skin Care /Facials and Related Theory

CSME 2439 Advanced Hair Design

Third Semester (Summer)

CSME 1531 Principles of Nail Technology I

Fourth Semester

CSME 2401 The Principles of Hair Coloring & Related Theory

CSME 1291 Special Topics in Cosmetology

CSME 2430 Nail Enhancement

CERTIFICATE IN COSMETOLOGY INSTRUCTION (17 Credit Hours)**First Semester**

PSYC 1100 or EDUC 1100 Learning Frameworks

CSME 1434 Cosmetology Instructor I

CSME 1435 Orientation to the Instruction of Cosmetology

Second Semester

CSME 2415 Cosmetology Instructor II

CSME 2445 Instructional Theory & Clinical Operation

CERTIFICATE IN NAIL TECHNICIAN (20 Credit Hours)

Listed as a night program sequence.

First Semester

PSYC 1100 or EDUC 1100 Learning Frameworks

CSME 1330 Orientation to Nail Technology

CSME 1531 Principles of Nail Technology

Second Semester

CSME 1242 Manicuring and Related Theory

CSME 1541 Principles of Nail Technology II

Third Semester

CSME 2430 Nail Enhancement

The Nail Technician Certificate consists of 600 clock hours.

CSME 1401	Orientation to Cosmetology	4.2.8
	An overview of the skills and knowledge necessary for the field of cosmetology. Kit fee. Insurance fee.	
CSME 1242	Manicure & Related Theory	2.1.4
	Presentation of the theory and practice of nail technology. Topics include terminology, application and workplace competencies related to nail technology.	
CSME 1291	Special Topics in Cosmetology	2.1.4
	Topics address recently identified current events, skills, knowledge and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student.	

- CSME 1310 Intro to Haircutting & Related Theory** 3.1.8
Introduction to the theory and practice of haircutting. Topics include terminology, implements, sectioning and finishing techniques.
- CSME 1330 Orientation to Nail Technology** 3.1.8
An overview of the fundamental skills and knowledge necessary for the field of cosmetology.
- CSME 1405 Fundamentals of Cosmetology** 4.2.8
A course in the basic fundamental of cosmetology. Topics include service preparation, manicure, facial, chemical services, shampoo, wet styling, haircuts, comb-out and salon management.
- CSME 1434 Cosmetology Instructor I** 4.2.8
The fundamentals of instruction of cosmetology students.
- CSME 1435 Orientation to the Instruction of Cosmetology** 4.2.8
An overview of the skills and knowledge necessary for the instruction of cosmetology students.
- CSME 1447 Principles of Skin Care/Facials and Related Theory** 4.2.8
In-depth coverage of the theory and practice of skin care, facials, and cosmetics. Student Learning Outcomes: Identify the terminology related to the skin, products, and treatments; demonstrate the proper application related to skin care and cosmetics; and exhibit workplace competencies in skin care and cosmetics.
- CSME 1531 Principles of Nail Technology I** 5.3.8
A course in the principles of nail technology. Topics include anatomy, physiology, theory, and skills related to nail technology. Student Learning Outcomes: Identify and explain the basic anatomy and physiology of the hands, arms, and feet, and demonstrate the related skills of manicuring and pedicuring.
- CSME 1541 Principles of Nail Technology II** 5.3.8
A continuation of the concepts and principles of nail technology. Topics include advanced instruction in anatomy, physiology, theory, and related skills of nail technology. Student Learning Outcomes: Exhibit the skills mandated by the Texas Cosmetology Commission license examination; demonstrate professional ethics and salon management; and develop client relation and related skills.
- CSME 1451 Artistry of Hair Theory & Practice** 4.2.8
Instruction in the artistry of hair design. Topics include theory, tech and application of hair design.
- CSME 2310 Intermediate Haircutting & Related Theory** 3.1.8
Advanced concepts and practice of haircutting. Topics include haircutting utilizing scissors, razors and/or clippers.

CSME 2401	Principles of Hair Coloring & Related Theory	4.2.8
	Presentation of the theory and practice of hair color and chemistry. Topics include terminology, applications and workplace competencies related to hair color and chemistry.	
CSME 2415	Cosmetology Instructor II	4.2.8
	Presentation of assignments and evaluation techniques for a cosmetology program.	
CSME 2430	Nail Enhancement	4.2.8
	A course in the general principles of the theory and application of the artificial nails and related technology.	
CSME 2439	Advanced Hair Design	4.2.8
	Advanced concepts in the theory and practice of hair design.	
CSME 2445	Instructional Theory & Clinical Operation	4.2.8
	An overview of the objectives required by the Texas Cosmetology Commission Instructor Examination.	

Criminal Justice

The Criminal Justice Department offers an Associate of Science degree to prepare students for transfer to a four-year university as a criminal justice major and adheres to the Texas Higher Education Coordinating Board's Field of Study Curriculum for Criminal Justice. Additionally, the department offers an Associate of Applied Science degree to prepare students for employment within the criminal justice system such as corrections, and the coursework includes elements of juvenile procedures, probation and parole, institutional and community based corrections, criminal law, police systems, court systems, criminal procedure, and criminal investigation.

Suggested Course of Study for University Transfer Students (66 Credit Hours)

Freshman Year	Sophomore Year
PSYC 1100 or EDUC 1100	GOVT 2305
ENGL 1301	GOVT 2306
ENGL 1302	MATH 1314 or MATH 1324
HIST 1301	Visual/Fine Arts Elective
HIST 1302	SPCH 1315 or SPCH 1321
CRIJ 1301	PHED 1134
CRIJ 1313	PHED Activity (1 Credit Hour)
CRIJ 1306*	Social Behavioral Science (3 Credit Hours)
CRIJ 1310	COSC 1401
Lab Science (8 credit hours)	Humanities (3 Credit Hours)
	CRIJ 2313
	CRIJ 2328