

# Fall Classes

## ACCOUNTING

CRN Type Room Instructor Units Days Times Dates

### ACCT 20 Financial Accounting

**Transferable:** CSU, UC; CAN:BUS2, BUS SEQ A

An introduction to accounting principles and concepts. The course includes the application of accounting theory to accumulate and summarize financial data. This course has the option of a letter grade or pass/no pass. ADVISORY: Eligible for English 250, English 260 and Mathematics 233. Microsoft Excel or other computer spreadsheet knowledge.

CRN	Type	Room	Instructor	Units	Days	Times	Dates
10268	Lec	BU118	J Wolowitz	4.0	TR	0900-1105	
10270	Lec	BU118	J Wolowitz	4.0	W	0300-0550	
	Online	Ⓜ	J Wolowitz				
10274	Online	Ⓜ	J Wolowitz	4.0			
In-person meeting Wednesday, 9/11/13 from 6 PM - 9 PM in BU120.							

### ACCT 21 Managerial Accounting

**Transferable:** CSU, UC; CAN:BUS4, BUS SEQ A

This course covers internal uses of accounting information for managerial decision making. Includes coverage of managerial control methods, cost accounting, cost-volume-profit relationships, variable costing, budgeting, and other related topics. This course has the option of a letter grade or pass/no pass. ADVISORY: Accounting 20. Microsoft Excel or other computer spreadsheet knowledge.

CRN	Type	Room	Instructor	Units	Days	Times	Dates
10276	Lec	BU118	J Wolowitz	4.0	TR	1120-1240	
	Online	Ⓜ	J Wolowitz				

### ACCT 103 General Office Accounting

**Transferable:** CSU

This course is designed to prepare students for entry-level office accounting positions. Emphasis is on practical accounting applications. This course has the option of a letter grade or pass/no pass. ADVISORY: Eligible for Mathematics 205.

CRN	Type	Room	Instructor	Units	Days	Times	Dates
10253	Lec	MHG5	T Ratchford	3.0	W	0220-0525	
Above class meets at Morgan Hill Community site. This is also an ROP course. Please call (408) 848 - 4719 for more information.							

### ACCT 105 Payroll Accounting

**Transferable:** CSU

This is an introductory course in payroll accounting. Topics include: payroll laws and regulations, computation of wages and salaries, Social Security taxes, income tax withholding, employer taxes, payroll tax filing and reporting, and other related topics. This course has the option of a letter grade or pass/no pass. ADVISORY: Eligible for Mathematics 205, completion of Accounting 101.

CRN	Type	Room	Instructor	Units	Days	Times	Dates
10254	Lec	MHG5	S STAFF	3.0	M	0600-0905	
This is also an ROP course. Please call (408) 848 - 4719 for more information.							

### ACCT 111 Introduction to Income Tax

**Transferable:** CSU

A study of theory, philosophy, and principles of income tax law and procedures for computing the tax liability. It includes practice in solving typical individual tax problems. This course has the option of a letter grade or pass/no pass. PREREQUISITE: ACCT 103 or ACCT 20

CRN	Type	Room	Instructor	Units	Days	Times	Dates
10255	Lec	BU111	T Bay	3.0	T	0600-0905	

CRN Type Room Instructor Units Days Times Dates

### ACCT 120 Computerized Accounting - QuickBooks

**Transferable:** CSU

An introduction to computer-assisted accounting. Hands-on use of a microcomputer menu-driven accounting package to do general ledger, sales journal, cash receipts journal, cash payments journal, purchases journal, payroll, receivables, payables and related financial reports. This course has the option of a letter grade or pass/no pass. This course is also listed as CSIS 120. ADVISORY: CSIS 1 or CSIS 2 or the equivalent computer experience. ACCT 20 or ACCT 101 or ACCT 103 or ACCT 105 or the equivalent accounting experience.

CRN	Type	Room	Instructor	Units	Days	Times	Dates
10256	Lec	MHG5T	Ratchford	3.0	W	0600-0905	
Above class meets at Morgan Hill Community site. This is also an ROP course. Call (408) 848 - 4719 for more information.							

### ACCT 121 Spreadsheet - MS Excel

**Transferable:** CSU

Introduction to the computer spreadsheet software. A hands-on approach to learning terms, commands, and applications of a spreadsheet program. This course will help prepare students for taking the Excel MOUS (Microsoft Office User Specialist) exams. This course has the option of a letter grade or pass/no pass. Also listed as CSIS 121. ADVISORY: CSIS 1 or CSIS 2 or equivalent computer experience.

CRN	Type	Room	Instructor	Units	Days	Times	Dates
10261	Lec	BU111	J Conrey	2.0	W	1120-0210	09/11/13 - 12/04/13

CRN	Type	Room	Instructor	Units	Days	Times	Dates
10264	Lec	HOL3	F Mendez	2.0	W	0400-0600	
Above class meets at the Hollister Briggs site. This is also an ROP course. Call (408) 848 - 4719 for more information.							

### ACCT 190A Occupational Work Experience A - Accounting

**Transferable:** CSU

Occupational work experience is for students who have a job related to their major. A training plan is developed cooperatively between the employer, college and student. ACCT 190A is designed specifically for students who are just entering the workforce with an emphasis on day to day skill development that assist in promoting effective production, work survival, organization, research, planning, and human relations. (Pass/no pass grading) 75 hours per semester paid work = 1 unit. 60 non-paid (volunteer) work per semester = 1 unit. May be taken for a maximum total of 16 units. Minimum 2.00 GPA. **Mandatory orientation dates: 9/11 at 12:00 pm and 11/8 at 8:00 am in the North/South Lounge.**

CRN	Type	Room	Instructor	Units
10698	Wrk Ex	LI101A	S Sweeney	1.0
10699	Wrk Ex	LI101A	S Sweeney	2.0
10700	Wrk Ex	LI101A	S Sweeney	3.0
10701	Wrk Ex	LI101A	S Sweeney	4.0

### ACCT 190B Occupational Work Experience B - Accounting

**Transferable:** CSU

Occupational work experience is for students who have a job related to their major. A training plan is developed cooperatively between the employer, college and student. ACCT 190B is designed for students who have been employed for more than 9 months with an emphasis on enhancing leadership, communication, advancement, research and planning skills. (Pass/no pass grading) 75 hours per semester paid work = 1 unit. 60 non-paid (volunteer) work per semester = 1 unit. May be taken for a maximum total of 16 units. Minimum 2.00 GPA. **Mandatory orientation dates: 9/11 at 12:00 pm and 11/8 at 8:00 am in the North/South Lounge.**

CRN	Type	Room	Instructor	Units
10702	Wrk Ex	LI101A	S Sweeney	1.0
10703	Wrk Ex	LI101A	S Sweeney	2.0
10704	Wrk Ex	LI101A	S Sweeney	3.0
10705	Wrk Ex	LI101A	S Sweeney	4.0



THIS SYMBOL MEANS IT IS A **HYBRID** LECTURE / ONLINE CLASS, THAT WILL BE PARTIALLY OVER THE INTERNET.

VISIT [WWW.GAVILAN.EDU/DISTED/](http://WWW.GAVILAN.EDU/DISTED/) FOR DETAILS.

**CRN Type Room Instructor Units Days Times Dates**  
**ADMINISTRATION OF JUSTICE**

**AJ 10 Introduction to the Administration of Justice**

**Transferable:** CSU, UC; GAV-GE:D2; CAN:AJ2

The history and philosophy of justice as it evolved throughout the world; in-depth study of the American system and various sub-systems; roles and role expectations of criminal justice agents in their interrelationships in society; concepts of crime causations, punishments and rehabilitation; ethics, education and training for professionalism in the social system. (C-ID: AJ 110) ADVISORY: Eligible for English 250 and English 260.

10205	Lec	BU120	S Smith	3.0	MW	0800-0920
10206	Lec	BU120	S Smith	3.0	TR	0945-1105

**AJ 12 Criminal Procedures**

**Transferable:** CSU

Legal processes from pre-arrest, arrest through trial, sentencing and correctional procedures; a review of the history of case and common law; conceptual interpretations of law as reflected in court decisions; a study of case law methodology and case research as the decisions impact upon the procedures of the justice system. ADVISORY: AJ 10; Eligible for English 250 and English 260.

10207	Lec	BU120	S Smith	3.0	MW	1250-0210
10208	Lec	BU120	S Smith	3.0	MW	1120-1240

**AJ 14 Criminal Law**

**Transferable:** CSU, UC; CAN:AJ4

Historical development, philosophy of law and constitutional provisions; definitions, classifications of crime, and their applications to the system of administration of justice; legal research, review of case law, methodology, and concepts of law as a social force. Explores crimes against persons, property, and the state. ADVISORY: AJ 10; Eligible for English 250 and English 260.

10215	Lec	BU120	S Smith	3.0	TR	0800-0920
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**AJ 16 Introduction to Evidence**

**Transferable:** CSU

This course covers the origin, development, philosophy and basis of evidence; constitutional and procedural considerations affecting arrest, search and seizure; types of evidence and rules governing admissibility; judicial decisions interpreting individual rights and case studies. In addition to the Federal Rules of Evidence, the course also includes the California law regarding the rules of evidence. ADVISORY: AJ 10 and Eligible for English 250 and English 260.

10209	Lec	MHG4	E Campos	3.0	TR	0330-0450
Above class meets at Morgan Hill Community site.						

**AJ 18 Community Policing**

**Transferable:** CSU, UC

The relationship of criminal justice agents and the community; causal and symptomatic aspects of community understanding; lack of cooperation and mistrust; study of behavioral causes; ways to develop and maintain amicable relationships. ADVISORY: Eligible for English 250 and English 260; AJ 10.

10211	Lec	BU120	L Jones	3.0	M	0300-0550
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**AJ 19 Introduction to Investigation**

**Transferable:** CSU

Fundamentals of investigation; techniques of crime scene search and recording; collection and preservation of physical evidence; modus operandi processes; sources of information; interview and interrogation, and follow-up investigation. ADVISORY: Eligible for English 250 and English 260.

10213	Lec	BU120	L Jones	3.0	M	0600-0905
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**ONLINE CLASSES:** You must have an email account to take this course. Start your course by going to <http://www.gavilan.edu/disted>. Unless you have made prior arrangements with the instructor, you MUST log on by 11:59 pm on the first day of the course. Late adds must login within 24 hours of adding this course. If you miss the deadline you may be dropped. For help, contact your instructor or email [disted@gavilan.edu](mailto:disted@gavilan.edu).

**CRN Type Room Instructor Units Days Times Dates**

**AJ 20 Juvenile Law and Procedure**

**Transferable:** CSU

This course covers techniques of handling juvenile offenders and victims; prevention and repression of delinquency; diagnosis and referral; and organization of community resources. The course also includes juvenile law and juvenile court procedure with a strong emphasis on California law, including the California Penal and Welfare and Institution Codes. ADVISORY: Eligible for English 250 and English 260.

10969	Lec	MHG4	E Campos	3.0	TR	0200-0320
Above class meets at Morgan Hill Community site.						

**AJ 173 Fundamentals of Probation and Parole**

**Transferable:** CSU

This course is designed to examine the various components in probation and parole; including probation supervision, presentence investigation reports, various jail alternative programs, the early development of probation, the study of the juvenile justice system, and the special needs of offenders. ADVISORY: Eligible for English 250 and English 260.

10210	Lec	MHG10	D Pulido	3.0	T	0600-0905
Above class meets at Morgan Hill Community site.						

**AJ 176 Criminal Street Gangs**

**Transferable:** CSU

This course is designed to explore historical developments, origins, philosophy and current trends and activities in criminal street gangs within California. It will explore areas of violence, recruitment, drug use, graffiti and attire; with emphasis placed on organization within gangs and their racial backgrounds. Types of solutions within the criminal justice system used to combat street gangs is also included. ADVISORY: Eligible for English 250 and English 260.

10970	Lec	MHG3	D Pulido	3.0	R	0600-0905
Above class meets at Morgan Hill Community site.						

**AJ 190A Occupational Work Experience A - Administration of Justice**

**Transferable:** CSU

Occupational work experience is for students who have a job related to their major. A training plan is developed cooperatively between the employer, college and student. AJ 190A is designed specifically for students who are just entering the workforce with an emphasis on day to day skill development that assist in promoting effective production, work survival, organization, research, planning, and human relations. (Pass/no pass grading) 75 hours per semester paid work = 1 unit. 60 non-paid (volunteer) work per semester = 1 unit. May be taken for a maximum total of 16 units. Minimum 2.00 GPA. **Mandatory orientation dates: 9/11 at 12:00 pm and 11/8 at 8:00 am in the North/South Lounge.**

10706	Wrk Ex LI101A	S Sweeney		1.0		
10711	Wrk Ex LI101A	S Sweeney		2.0		
10712	Wrk Ex LI101A	S Sweeney		3.0		
10713	Wrk Ex LI101A	S Sweeney		4.0		

**AJ 190B Occupational Work Experience B - Administration of Justice**

**Transferable:** CSU

Occupational work experience is for students who have a job related to their major. A training plan is developed cooperatively between the employer, college and student. AJ 190B is designed for students who have been employed for more than 9 months with an emphasis on enhancing leadership, communication, advancement, research and planning skills. (Pass/no pass grading) 75 hours per semester paid work = 1 unit. 60 non-paid (volunteer) work per semester = 1 unit. May be taken for a maximum total of 16 units. Minimum 2.00 GPA. **Mandatory orientation dates: 9/11 at 12:00 pm and 11/8 at 8:00 am in the North/South Lounge.**

10710	Wrk Ex LI101A	S Sweeney		1.0		
10707	Wrk Ex LI101A	S Sweeney		2.0		
10708	Wrk Ex LI101A	S Sweeney		3.0		
10709	Wrk Ex LI101A	S Sweeney		4.0		

**CRN Type Room Instructor Units Days Times Dates**  
**ALLIED HEALTH**

**AH 3 The Person in the Life Cycle**

**Transferable:** CSU, UC; CSU-GE:E2; GAV-GE:E2, F

Interaction of social, emotional, intellectual, and physical attributes related to the development and realization of human potential across the life span. (C-ID: PSY 180) **PREREQUISITE:** Eligible for English 250 and English 260.

10238	Lec	LS106	D Reid	3.0	R	1250-0355
10240	Lec	HOB102	A Dufresne	3.0	R	0410-0715

**AH 11 Nutrition**

**Transferable:** CSU, UC; CSU-GE:E2; GAV-GE:E2, F; CAN:FCS2

This course is designed to meet the needs of the Allied Health student and the general education student alike. The major aim of this course is to help the student acquire relevant information about nutrition which they can use professionally and/or personally. The course will cover the practical aspects of normal nutrition, ways to promote sound eating habits throughout the life cycle, and physiological contribution nutrients make to body structure and function. This course is also listed as BIO 11. **PREREQUISITE:** Eligible for English 250 and English 260. **ADVISORY:** Chemistry 30A and Mathematics 205.

10161	Lec	LS106	MAkrop	3.0	T	1250-0355
10163	Online	☐	MAkrop	3.0		
10165	Online	☐	MAkrop	3.0		

**AH 16A IV Therapy / Blood Withdrawal / A**

**Transferable:** CSU

Theoretical application and clinical techniques required for safe administration of IV therapy and withdrawal of blood for testing. (Approved by the Board of Vocational Nursing for certification in IV Therapy and Blood Withdrawal. Approved for continuing education credit BRN #00892). Previously listed as AH 16. **COREQUISITE:** Enrollment in AH 51 or current active LVN licensure in California. \$50.00 course materials fee payable at registration.

10167	Lec	HOB114	TBA	1.0	F	0900-0600
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11/15/13 - 11/22/13 \$50.00 course materials fee payable at registration.

**AH 16C IV Therapy / Blood Withdrawal / C**

**Transferable:** CSU

Theoretical application and clinical techniques required for safe administration of IV therapy and withdrawal of blood for testing. (Approved by the Board of Vocational Nursing for certification in IV Therapy and Blood Withdrawal. Approved for continuing education credit BRN #00892). Previously listed as AH 16. **COREQUISITE:** Enrollment in AH 53 or current active LVN licensure in California. \$50.00 course materials fee payable at registration.

10177	Lec	HOB114	D Amaro	1.0	F	0900-0600
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11/01/13 - 11/08/13 \$50.00 course materials fee payable at registration.

**AH 23 Independent Study**

**Transferable:** CSU

Designed to afford selected students specialized opportunities for exploring areas at the independent study level. The courses may involve extensive library work, research in the community, or special projects. May be repeated until six units of credit are accrued. This course has the option of a letter grade or pass/no pass. **REQUIRED:** The study outline prepared by the student and the instructor must be filed with the department and the dean.

10237	Ind	HOB114	K Bedell	1.0		
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**AH 51 Medical-Surgical Nursing**

**Transferable:** CSU

Course is designed to provide a basic introduction to patient care within the role of the nurse. Emphasizes principles and skills necessary for safe, effective care. Content includes introduction to health care, effective communication, client rights and needs, asepsis, personal care, safety, and gerontology. Related pharmacology is included. \$100 course material fee, payable at registration. **PREREQUISITE:** Admission to the nursing program.

10414	L/L	HOB102	L Stubblefield S STAFF	11.0	MT	0630-0200
10414	L/L	HOB102	K Bedell L Stubblefield		WR	0710-1000

\$100.00 Course materials fee payable at registration.

**CRN Type Room Instructor Units Days Times Dates**

**AH 53 Medical-Surgical - Maternal-Neonatal Nursing**

**Transferable:** CSU

Course contains two components to provide theoretical and clinical experience in medical-surgical and maternal- neonatal nursing. Content includes care of clients with disorders of the circulatory, urinary and reproductive systems, normal pregnancy and birth, common or major complications, care of the normal newborn, and neonate with special problems. Related pharmacology is included. \$100 course material fee, payable at registration. **PREREQUISITE:** Completion of AH 51 and AH 52.

10541	L/L	HOB102	D Amaro S STAFF	11.0	MT	0200-0930
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10541	L/L	HOB102	K Bedell D Amaro		WR	0100-0400
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\$100.00 Course materials fee payable at registration.

**AH 55 Interactive and Mental Health Nursing**

**Transferable:** CSU

The dynamics of leadership and management in nursing, including concepts of basic mental health. Progresses from basic mental health knowledge and skills to the refinements involved in psychiatric nursing practice as it relates to all age groups. Incorporates nursing concepts and nursing experiences relative to human sexuality, child abuse and cultural and ethnic diversity. \$100 course material fee, payable at registration. **PREREQUISITE:** Admission to advanced standing / RN program and California IV Certification and successful completion of AH 51, 52, 53 and 54 or equivalent.

10542	L/L	HOB102	S Turner		MT	0630-0115
	L/L	HOB102	S STAFF K Bedell S Turner	10.0	WR	1010-0100

10542	L/L	HOB102	S STAFF		MT	0130-0815
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\$100.00 Course materials fee payable at registration.

**AH 170 Basic Clinical Medical Assisting**

**Transferable:** CSU

Course provides a basic introduction to clinical medical assisting. Emphasizes principles, understanding of skills necessary to perform basic clinical medical assisting procedures safely and effectively. **PREREQUISITE:** Eligible for English 250, English 260 and Mathematics 205.

10186	L/L	HOB114	D Comella-Hild	6.0	MTW	1250-0420
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This is also an ROP course. Call (408) 848 - 4719 for more information.

**AH 180 Fundamentals of Nursing--Convalescent**

**Transferable:** CSU

A course to provide a basic introduction to patient care in the convalescent setting. Emphasizes principles, understanding and skills necessary to perform basic nursing procedures safely and effectively. Includes introduction to health care, planning, safety, infection control, personal care, basic procedures, rehabilitation, nutrition and clients' rights and needs. At the completion of this course students will qualify for state certification as a nursing assistant. **PREREQUISITE:** Eligible for English 250 and English 260. Clearance from the Department of Health Services (Form HS283), fingerprint card, and health clearance required prior to clinical placement. Health and fingerprint clearance required prior to clinical placement. Uniform, shoes, watch, and stethoscope required. Clinical in Morgan Hill or Hollister, as assigned.

10374	L/L	HOB114	M Machado	8.0	MT	0900-1200
	L/L	HOB114	M Machado		W	0630-0100

This is also an ROP course. Call (408) 848 - 4719 for more information.

10375	L/L	HOB114	M Machado	8.0	MT	0900-1200
	L/L	HOB114	M Machado		R	0630-0100

This is also an ROP course. Call (408) 848 - 4719 for more information.

10376	L/L	HOB114	M Machado	8.0	MT	0900-1200
	L/L	HOB114	D Reid		F	0630-0100

This is also an ROP course. Call (408) 848 - 4719 for more information.



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CRN Type Room Instructor Units Days Times Dates

**AH 182 Home Health Care**

**Transferable:** CSU

Course is designed to prepare students to provide basic health care in the home. Includes interpretation of medical/social needs, personal care services, cleaning tasks, nutrition, and the scope of limitations of a home health aide. All students who achieve a grade of "C" or better will be eligible for a Home Health Aide certificate from the State of California. **PREREQUISITE:** California CNA certification or concurrent enrollment in AH 180 or equivalent. Equivalency determined by written and performance exams. Also, eligible for English 250 and English 260. Clearance from the Department of Health Services (Form HS283), fingerprint card, and health clearance required prior to clinical placement.

10377	Lec	HOB114	D Reid	2.0	MWR	0900-0430	
						<b>01/07/14 - 01/13/14</b>	
10377	Lab	HOB114	D Reid		WRF	0630-0130	
						<b>01/15/14 - 01/17/14</b>	
10377	Lab	HOB114	D Reid		TWR	0630-0130	
						<b>01/21/14 - 01/23/14</b>	This is also an ROP course. Call (408) 848 - 4719 for more information.

**AH 190A Occupational Work Experience A - Allied Health**

**Transferable:** CSU

Occupational work experience is for students who have a job related to their major. A training plan is developed cooperatively between the employer, college and student. AH 190A is designed specifically for students who are just entering the workforce with an emphasis on day to day skill development that assist in promoting effective production, work survival, organization, research, planning, and human relations. (Pass/no pass grading) 75 hours per semester paid work = 1 unit. 60 non-paid (volunteer) work per semester = 1 unit. May be taken for a maximum total of 16 units. Minimum 2.00 GPA.

10684	Wrk Ex	HOB114	K Bedell	1.0			
10685	Wrk Ex	HOB114	K Bedell	2.0			
10695	Wrk Ex	HOB114	K Bedell	3.0			
10696	Wrk Ex	HOB114	K Bedell	4.0			

**AH 190B Occupational Work Experience B - Allied Health**

**Transferable:** CSU

Occupational work experience is for students who have a job related to their major. A training plan is developed cooperatively between the employer, college and student. AH 190B is designed for students who have been employed for more than 9 months with an emphasis on enhancing leadership, communication, advancement, research and planning skills. (Pass/no pass grading) 75 hours per semester paid work = 1 unit. 60 non-paid (volunteer) work per semester = 1 unit. May be taken for a maximum total of 16 units. Minimum 2.00 GPA.


10697	Wrk Ex	HOB114	K Bedell	1.0			
10757	Wrk Ex	HOB114	K Bedell	2.0			
10758	Wrk Ex	HOB114	K Bedell	3.0			
10759	Wrk Ex	HOB114	K Bedell	4.0			

**AH 191A Workplace Skills**

**Transferable:** CSU

Workplace Skills teaches skills vital to workplace success. The topic for 191A is Interpersonal Communication. Need not be taken in sequence. This is a pass/no pass course.

10490	Lec	HOL3	F Mendez	1.0	M	0130-0320	
						<b>10/07/13 - 12/19/13</b>	Above class meets at the Hollister Briggs site. This is also an ROP course. Call (408) 848 - 4719 for more information.

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CRN Type Room Instructor Units Days Times Dates

**ANTHROPOLOGY**

**ANTH 1 Introduction to Physical Anthropology**

**Transferable:** CSU, UC; CSU-GE:B2, IGETC:5B; GAV-GE:B2; CAN:ANTH2

Explores and analyzes human biological, social and cultural development over the last several million years. The implications of evolutionary theory for the world today are considered. Principal topics are evolutionary theory, Mendelian and molecular genetics, the fossil record, primatology, the nature of human diversity, biocultural analysis of malnutrition, and the question of continuing evolution. **ADVISORY:** English 250, English 260 and Mathematics 205.

10426	Lec	SS210	D Klein	3.0	W	0230-0350	
	Online		D Klein				
10427	Online		D Klein	3.0			
10428	Lec	SS205	D Klein	3.0	T	1120-1240	
	Online		D Klein				

**ANTH 2 Introduction to Archaeology**

**Transferable:** CSU, UC; CSU-GE:D1, IGETC:4A; GAV-GE:D2

The study of the human past through material culture remains. Artifacts, sites, settlements and landscapes will be studied to help reveal how people lived, how they saw themselves and their world, what the environment was like and how these factors interrelated and changed through time. Explores and analyzes the development of the concepts and methods of anthropological archaeology. Surveys selected prehistoric cultures. Training in archaeological methods, site recognition, recording and preservation, and cultural resource management. **ADVISORY:** Recommended English 250 and English 260.

10431	Lec	SS210	G Michaels	3.0	TR	1250-0210	
							This service learning course involves community work.

**ANTH 3 Introduction to Cultural Anthropology**

**Transferable:** CSU, UC; CSU-GE:D1, IGETC:4A; GAV-GE:D2, F; CAN:ANTH4

The comparative study of human societies and cultures. Emphasis is placed on the analysis of small scale non-western societies. Specific topics include: the relationship between culture and power; ideas of progress and the nation-state; immigration, kinship, and identity; race and gender; inequality and structural violence; and cross-cultural analysis of religious, political and economic institutions. This course interrogates the relevance of anthropology for understanding the processes of development and globalization. Exploration of the above through ethno- graphic readings, class discussions, films, short papers and a final research paper based on original fieldwork in a local community. **ADVISORY:** Eligible for English 250 and English 260.

10432	Online		G Michaels	3.0			
10433	Lec	MHG3	R Mitchell	3.0	M	0600-0905	
							Above class meets at Morgan Hill Community site.

**ANTH 5 Magic/Witchcraft and Religion**

**Transferable:** CSU, UC; CSU-GE:D1, IGETC:4A; GAV-GE:D2, F

Explores and analyzes, from a cross-cultural and comparative perspective, religious traditions in diverse cultural contexts with particular focus on the effects of globalization on religious beliefs and practices. Cross- cultural analysis of the concepts of magic, witchcraft, and religion. Examination of connections among the concepts of race, nation, and religion. Exploration of the above through ethnographic readings, class discussions, films, short papers, and a final research paper based on original fieldwork in a local religious or spiritual community. **PREREQUISITE:** Eligible for English 1A.

10434	Lec	SS205	D Klein	3.0	W	1250-0210	
	Online		D Klein				

**ANTH 6 Culture and Politics of Africa**

**Transferable:** CSU, UC; CSU-GE:D7, IGETC:4G; GAV-GE:D2, F

Historical and contemporary cultural diversity of Africa emphasizing its social, political and economic structures and symbolic systems. Themes include: colonialism, politics, ethnic identity, religion, gender, race social movements, environment and performance. Examines processes of development and globalization. Case studies of particular societies, chosen to reveal variety, are examined comparatively. **ADVISORY:** Eligible for English 1A.

10430	Lec	SS205	D Klein	3.0	T	0230-0350	
	Online		D Klein				

CRN Type Room Instructor Units Days Times Dates

ART

**ART 1A Art History**

**Transferable:** CSU, UC; CSU-GE:C1, IGETC:3A; GAV-GE:C1, F; CAN:ART2, ART SEQ A

A critical survey of the influences and development of painting, architecture, sculpture, and minor arts from pre-history to the Byzantine/Romanesque eras, including the art of primitive people. (C-ID: ARTH 110) ADVISORY: Eligible for English 250 and English 260.

10223	Lec	HOL4	W Angel	3.0	M	0600-0905
Above class meets at the Hollister Briggs site.						
10230	Lec	MU101	P Hulin	3.0	TR	0810-0930

**ART 1B Art History**

**Transferable:** CSU, UC; CSU-GE:C1, IGETC:3A; GAV-GE:C1; CAN:ART4, ART SEQ A

The history of western painting, sculpture, architecture and minor arts from the Romanesque, the Gothic and Renaissance eras to the present. ADVISORY: Eligible for English 250 and English 260.

10231	Lec	MHG4	E Harris-Sinta	3.0	W	0600-0905
Above class meets at Morgan Hill Community site.						

**ART 2A Two-Dimensional Design**

**Transferable:** CSU, UC; CSU-GE:C1; GAV-GE:C1; CAN:ART14

An introduction to the basic elements and principles of two-dimensional design. Lettering and graphics applications of design are included. Traditional and experimental materials and techniques are applied to a variety of individual projects and exercises. (C-ID: ARTS 100)

10243	L/L	AR103	J Edberg	3.0	TR	0810-1115
10259	L/L	AR103	J Edberg	3.0	MW	1120-0225

**ART 3A Drawing and Composition**

**Transferable:** CSU, UC; CSU-GE:C1; GAV-GE:C1; CAN:ART8

A course that can teach you how to draw. Students learn basic drawing skills through the exploration of a variety of drawing materials such as pencil, inks, charcoal and pastels; processes include doodling, gesture and schematic drawing. (C-ID: ARTS 110)

10266	L/L	AR102	A Rosette	3.0	MW	0810-1115
10267	L/L	AR102	A Rosette	3.0	MW	1120-0225
10976	L/L	AR102	A Rosette	3.0	TR	0810-1115

**ART 6 Art Appreciation**

**Transferable:** CSU, UC; CSU-GE:C1, IGETC:3A; GAV-GE:C1, F

An illustrated lecture course that surveys and introduces the visual arts from historical to contemporary times, and teaches students the basic concepts of seeing and appreciating art. ADVISORY: English 250 and English 260.

10272	Lec	AR103	J Eastburn	3.0	W	0600-0905
10273	Lec	MU101	D Gustlin	3.0	MW	1120-1240

**ART 7A Beginning Ceramics**

**Transferable:** CSU; GAV-GE:F

This course is intended for students who have little or no experience in the field of ceramics. The curriculum introduces basic skills in a well-rounded approach. Forming techniques include pinch, coil and slab hand building along with beginning wheel work. Slips, underglazes, stains, and glazing will be introduced as surface treatments. Safe studio protocols will be taught and followed. Use of the internet and library resources are required. Portfolio development and personal assessment are introduced.

10769	L/LAR101	K Gonzales		3.0	TR	0600-0905
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CRN Type Room Instructor Units Days Times Dates

**ART 8A Beginning Photography from Analog to Digital**

**Transferable:** CSU, UC; CSU-GE:C1; GAV-GE:C1; CAN:ART18

A beginning photography course focused on the technical and historical aspects of photography from analog to digital. This course includes the development of personal artistic expression and visual perception through the use of various photographic medium. The course will include lectures and discussions about composition and content, analog and digital camera use, lighting and exposure, various photographic processes, and photographic presentation techniques. Alternative methods, mixed media and experimental forms of photography will also be discussed. Students will be required to provide their own camera, and film.

10277	L/L	AR103	J Edberg	3.0	TR	1120-0225
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**ART 10A Cultural History of Ceramics**

**Transferable:** CSU, UC; CSU-GE:C1; GAV-GE:C1, F; CAN:ART6

An introduction to the historical developments and cultural influences of ceramic art. Development of a personal expression is realized through the combination of historical elements, observation and actual creations in clay.

10199	L/L	AR101	J Rekedal	3.0	MW	0810-1115
10200	L/L	AR101	J Rekedal	3.0	MW	1120-0225
10202	L/L	AR101	K Gonzales	3.0	TR	0600-0905

**ART 11 Creativity / Imagination and Innovation**

**Transferable:** CSU; CSU-GE:C2; GAV-GE:C2, F

This course is designed to explore the variety of ways in which humans demonstrate their creative, imaginative and innovative abilities. This course will examine the creative process, visual literacy, the development of creative and imaginative performance and theories pertaining to insight, inspiration, intuition, originality and genius. This class draws on materials from a variety of sources including, biographies, intellectual histories, psychological studies, and educational research. Studies will include ideas and beliefs about creativity from a diverse range of disciplines and cultures. Students will be encouraged to explore and express their own creativity. ADVISORY: English 250 and English 260.

10204	Lec	AR103	E Harris-Sinta	3.0	M	0600-0905
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**ART 12A Sculpture**

**Transferable:** CSU, UC; GAV-GE:C1; CAN:ART12

An introduction to expressive and technical sculptural processes of selected media such as clay, plaster and wood. This course has the option of a letter grade or pass no pass.

10212	L/L	AR101	P Hulin	3.0	TR	0940-1245
Material fee of \$45.00 payable at registration.						

**ART 13 Three-Dimensional Design**

**Transferable:** CSU, UC; CSU-GE:C1; GAV-GE:C1

A fundamental course focused on the conceptual, technical and historical aspects of three dimensional design and related fields such as: sculpture, architecture and industrial design. Development of personal artistic expression and visual perception through the use of various media such as plaster, paper, wood, clay, metal, etc. Introduction to the design elements and principles as as they relate to space and form in visual art and design will be studied. ADVISORY: English 250 and English 260.


10216	L/L	AR101	P Hulin	3.0	TR	0940-1245
Material fee of \$45.00 payable at registration.						

**ART 14 Beginning Mural Painting**

**Transferable:** CSU, UC; CSU-GE:C1; GAV-GE:C1, F

Studio practice in the design, methods and materials of mural painting through the production of individual and collaborative murals. The course will also provide a historical survey of mural painting, from pre-historic cave painting to contemporary urban murals, with particular focus on the muralists of Mexico. This course has the option of a letter or pass/no pass.

10219	L/L	AR102	G Aranda	3.0	TR	1120-0225
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THIS SYMBOL MEANS IT IS A **HYBRID** LECTURE / ONLINE CLASS, THAT WILL BE PARTIALLY OVER THE INTERNET. VISIT [WWW.GAVILAN.EDU/DISTED/](http://WWW.GAVILAN.EDU/DISTED/) FOR DETAILS.

**CRN Type Room Instructor Units Days Times Dates**

**ART 15A Beginning Painting: Form and Composition**

**Transferable:** CSU, UC; GAV-GE:C1

This is an introductory painting course. Students will study traditional, contemporary and experimental painting techniques using acrylics and/or oils as the primary media. Emphasis will be placed on foundational concepts and approaches including color, form and composition. This course has the option of a letter grade or pass/no pass. (C-ID: ARTS 210) ADVISORY: Art 2A or 3A, or portfolio review of student's work.

10220 L/L AR102 C Canepa 3.0 MW 0230-0535

**ART 15B Beginning Painting: Imagination and Expression**

**Transferable:** CSU, UC; GAV-GE:C1

This is an introductory painting course. Students will study traditional, contemporary and experimental painting techniques and media. Social, cultural and historical awareness are integrated with classroom explorations of expressive painting. Students develop a variety of painting approaches and a greater understanding of personal expression. This course has the option of a letter grade or pass/no pass. ADVISORY: Art 2A or Art 3A or Portfolio Review

10221 L/L AR102 C Canepa 3.0 MW 0230-0535

**ART 25A Art Methods**

**Transferable:** CSU; CSU-GE:C1; GAV-GE:C1

Art methods and learning theory for those planning to work with preschool, elementary and secondary school students. Includes art therapy as well as gifted and special learner projects. Two dimensional work in printing, drawing, collage. Also listed as CD 25A.

10232 Lab AR102 D Gustlin 3.0 F 0900-0105  
Online D Gustlin

10233 Lab HOL1 R McGinnis 3.0 F 0400-0805  
Online R McGinnis  
Above class meets at the Hollister Briggs site.

**ART 25B Art Methods**

**Transferable:** CSU; GAV-GE:C1

Art methods, creativity and learning theory for those planning to work with preschool, elementary, and secondary school students. Includes art therapy as well as gifted and special learner projects. Three dimensional work in sculpture, bas relief, mobiles, paper mache, plaster, and various 3-D materials. Also listed as CD 25B.

10236 Lab HOL1 R McGinnis 3.0 F 0400-0805  
Online R McGinnis  
Above class meets at the Hollister Briggs site.

**ART 34A Life Drawing**

**Transferable:** CSU, UC; GAV-GE:C1; CAN:ART24

Fundamentals of anatomy and representation of the human figure. Drawing from life. This course has the option of a letter grade or pass/no pass. ADVISORY: Art 3A or review of student's portfolio.

10260 L/L AR102 J Adkins 3.0 TR 0230-0535

**ART 34B Life Drawing**

**Transferable:** CSU, UC; GAV-GE:C1

Further studies of the fundamentals of anatomy and representation of the human figure. Emphasis is placed on personal expression; abstract and experimental processes. This course has the option of a letter grade or pass/no pass. ADVISORY: Art 34A or review of student's portfolio.

10263 L/L AR102 J Adkins 3.0 TR 0230-0535

**ART 40 Art Gallery Assistance**

**Transferable:** CSU; GAV-GE:C1

Individualized course in art gallery exhibition techniques and procedures. Students assist in design, installation, publicity, cataloguing and removal of exhibitions in the college gallery.

10271 Fld Ex AR102 S STAFF 1.0

**CRN Type Room Instructor Units Days Times Dates**

**ART 74 Advanced PhotoShop**

**Transferable:** CSU; GAV-GE:C1

This is an intermediate level course in mastering Adobe's Photoshop software. Students will learn advanced strategies in professional digital editing. Students will apply creative techniques for print, video, animation and the web. Students will develop skills in luminance, color and exposure to optimize images with adjustment layers and masks, and cutting-edge selection techniques. There will be a focus in post processing for landscape, portrait and panoramic imaging suited for the artist, photographer and design student. This course has the option of a letter grade or pass/no pass. This course is also listed as DM 74 and CSIS 74. ADVISORY: DM/ART/CSIS 75 PhotoShop I

10828 Lec LI128 R Beede 3.0 TR 0945-1105

10918 Lec MHG5 R Grzan 3.0 R 0600-0905  
Above class meets at Morgan Hill Community site.

**ART 75 Photoshop I - Adobe PhotoShop**

**Transferable:** CSU; GAV-GE:C1

This is an entry level course in mastering Adobe's Photoshop software. Students will learn creative and fundamental processes in professional digital image editing. Hands on lessons provide students with skills to manage today's image libraries. Students will be introduced to Photoshop's Bridge and Camera Raw utilities while crafting state of the art compositions for print, video, animation and the web. There is a focus on basic tonal and color adaptations, digital painting, black and white conversion, special effects, and correction and restoration techniques. This course has the option of a letter grade or pass/no pass. This course is also listed as DM 75 and CSIS 75. ADVISORY: CSIS 124 (Windows Fundamentals), CSIS 2L

10853 Lec MHG5 R Grzan 3.0 T 0600-0905  
Above class meets at Morgan Hill Community site.

10856 Lec LI128 K Powers 3.0 M 0330-0635  
08/26/13 - 12/09/13

**ART 76 Digital Illustration**

**Transferable:** CSU; GAV-GE:C1

Illustration techniques using computer Bezier curve-based illustration software tools to do diagrams and graphics for use in art, desktop publishing, web graphics, multimedia, and computer presentations. This basic Illustrator course is focused on the technical and historical aspects of digital design and illustration as well as the development of personal artistic expression and visual perception through the use of the digital illustration medium. The course will include lectures and discussions about color, composition and content, computer and illustration program use, printing and presentation techniques. This course has the option of a letter grade or pass/no pass. This course is also listed as CSIS 76 and DM 76. ADVISORY: CSIS 1 or CSIS 2 or equivalent computer experience.

10867 Lec LI128 V Fainshtein 3.0 F 0100-0350

**ART 77 Introduction to Digital Media**

**Transferable:** CSU, UC; GAV-GE:C1

An introduction to the field of digital media, including history, social impact, concepts, career options and industry trends. Applying learned visual and aural design principles, students will explore the use of computer-based tools in the design and production of digital media by creating and editing digital images, sounds, video, animation and text. A comprehensive term project for publication on the web or CD ROM will be required. This course is also listed as CSIS 77 and DM 77. This course has the option of a letter grade or pass/no pass. ADVISORY: CSIS 124, CSIS 1, CSIS 2.2L, CSIS 3, or familiarity using the Macintosh or Windows operating systems.

10866 L/L LI128 R Beede 3.0 TR 1120-0210

**ART 79 Portfolio Development**

**Transferable:** CSU; GAV-GE:C1

The planning and production of personal portfolios and self-promotion materials, including on-line, print, slides, and e-media (CD ROM, DVD) portfolios; cover letters; and resumes. Focuses on self-promotion for jobs, self-employment, or advanced education in the fields of Art, Computer Graphic Design and Digital Media. Students will leave the class with one or more portfolios representing their work. This course has the option of a letter grade or pass/no pass. This course is also listed as CSIS 79 and DM 79.

10275 Lec AR103 J Edberg 1.0 M 0230-0350  
10/14/13 - 12/09/13

CRN	Type	Room	Instructor	Units	Days	Times	Dates
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**ART 85 Web Design I: Dreamweaver****Transferable:** CSU; GAV-GE:C1

Basic and intermediate principles of designing web pages using Dreamweaver, HTML and CSS. Emphasis will be on concept development, interface and navigation design, layout principles and the use of Dreamweaver and CSS to execute, develop, and maintain professional Web sites. Topics will include enhanced text formatting, tables, styles, forms, frames, image maps, and background colors and patterns. Course also includes the integration of multimedia components such as graphics, sound, animation, and video. This course is also listed as DM 85 and CSIS 85. This course has the option of a letter grade or pass/no pass. ADVISORY: CSIS 6 or basic knowledge of HTML.

10518	Online		S Lawrence	3.0			
10871	Lec	LI128	V Fainshtein	3.0	F	0900-1150	

**ART 110 Interactive Animation: Flash****Transferable:** CSU; GAV-GE:C1

The production of vector graphics, animation, and interactive multimedia in Shockwave-Flash format for web pages and other digital media. Design of highly interactive web site interfaces and animated games using Flash actions (scripting). Useful for web designers/developers, animators, and multimedia authors. This course has the option of a letter grade or pass/no pass. Also listed as CSIS 110 and DM 110. ADVISORY: CSIS 1, CSIS 2/2L, CSIS 124 or basic computer knowledge.

10619	L/L	LI128	R Beede	3.0	MW	1250-0320	
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**ART 113 Introduction to Digital Video****Transferable:** CSU; GAV-GE:C1

Introduction to the aesthetic and technical aspects of digital video recording, non-linear editing, video effect generation, and production of video (and associated audio) using the personal computer equipped with specialized software such as Final Cut Pro, Motion, and After Effects. Also considered will be the preparation of digital video for distribution in interactive media such as CDs, DVDs, mobile devices, and the World Wide Web. Students will produce a final digital video project for distribution in various media formats. This course has the option of a letter grade or pass/no pass. Also listed as CSIS 113 and DM 113. ADVISORY: CSIS 1 or CSIS 2/2L or equivalent computer experience.

10971	L/L	LI128	R Beede	3.0	MW	0945-1205	
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## ASTRONOMY

**ASTR 1 Introduction to General Astronomy****Transferable:** CSU, UC; CSU-GE:B1, IGETC:5A; GAV-GE:B1

An introduction to the realm of astronomy and space science. Topics to be covered include the historical development of astronomy, the physics of gravitation and radiation, the solar system, stellar astronomy, galactic and extragalactic astronomy, and cosmology. ADVISORY: Mathematics 205 and eligible for English 250 and English 260.

10507	Lec	PS105	J Snyder	3.0	T	0230-0535	
10508	Lec	MHG3	J Snyder	3.0	T	0630-0935	Above class meets at Morgan Hill Community site.

## AVIATION MAINTENANCE TECHNOLOGY

**AMT 100 General Aircraft Technology****Transferable:** CSU

This course will provide the student with a thorough understanding of the use of basic hand tools and measuring devices, aircraft hardware, materials, and processes, mathematics and physical science for aircraft, aircraft weight and balance, aircraft drawing and blueprint reading. Both theory and practical application to aircraft systems is taught. ADVISORY: Mathematics 205

10178	L/L	MP102	H Spenner	7.5	MTWRF	0800-1025	08/13/13 - 12/21/13
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CRN	Type	Room	Instructor	Units	Days	Times	Dates
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**AMT 110 Airframe Maintenance Technology****Transferable:** CSU

Study of aircraft aerodynamics, rigging and assembly, aircraft sheet metal structures and welding technology. Also the study of cabin atmosphere systems, fuel systems, and line maintenance, level information on aircraft instruments. Each of these areas will be accompanied with appropriate laboratory time. Basic hand tools required. Details at the first class meeting.

10179	L/L	MP102	H Spenner	13.5	MTWRF	1030-0330	08/13/13 - 12/21/13
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**AMT 120 Aviation Powerplant Technology****Transferable:** CSU

This course is part of the curriculum required by the Federal Aviation Administration to obtain certification as an aircraft powerplant maintenance technician. This certificate allows the rated technician to perform maintenance, preventive maintenance repairs and alterations to USA FAA certified aircraft powerplants. This Section covers the theory and practical application of operation, overhaul practices, inspection, installation, testing and troubleshooting techniques covering the subject areas of reciprocating and turbine engines, ignition, induction, supercharging, cooling and exhaust systems. ADVISORY: Successful completion of AMT 101 and AMT 111. Basic hand tools required. Details at the first class meeting.

10180	L/L	MP129	T Flippen	14.0	TWRF	0830-0330	08/13/13 - 12/21/13
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**AMT 123 Independent Study****Transferable:** CSU

Designed to afford selected students specialized opportunities for exploring areas at the independent study level. The courses may involve extensive library work, research in the community, or special projects. May be repeated until six units of credit are accrued. This course has the option of a letter grade or pass/no pass. REQUIRED: The study outline prepared by the student and the instructor must be filed with the department and the dean.

10181	Ind	MP129	T Flippen	1.0			08/13/13 - 12/21/13
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**AMT 190A Occupational Work Experience A - Aviation****Transferable:** CSU

Occupational work experience is for students who have a job related to their major. A training plan is developed cooperatively between the employer, college and student. AMT 190A is designed specifically for students who are just entering the workforce with an emphasis on day to day skill development that assist in promoting effective production, work survival, organization, research, planning, and human relations. (Pass/no pass grading) 75 hours per semester paid work = 1 unit. 60 non-paid (volunteer) work per semester = 1 unit. May be taken for a maximum total of 16 units. Minimum 2.00 GPA. **Mandatory orientation dates: 9/11 at 12:00 pm and 11/8 at 8:00 am in the North/South Lounge.**

10714	Wrk Ex	LI101A	S Sweeney	1.0			
10715	Wrk Ex	LI101A	S Sweeney	2.0			
10716	Wrk Ex	LI101A	S Sweeney	3.0			
10717	Wrk Ex	LI101A	S Sweeney	4.0			

**AMT 190B Occupational Work Experience B - Aviation****Transferable:** CSU

Occupational work experience is for students who have a job related to their major. A training plan is developed cooperatively between the employer, college and student. AMT 190B is designed for students who have been employed for more than 9 months with an emphasis on enhancing leadership, communication, advancement, research and planning skills. (Pass/no pass grading) 75 hours per semester paid work = 1 unit. 60 non-paid (volunteer) work per semester = 1 unit. May be taken for a maximum total of 16 units. Minimum 2.00 GPA. **Mandatory orientation dates: 9/11 at 12:00 pm and 11/8 at 8:00 am in the North/South Lounge.**

10718	Wrk Ex	LI101A	S Sweeney	1.0			
10719	Wrk Ex	LI101A	S Sweeney	2.0			
10720	Wrk Ex	LI101A	S Sweeney	3.0			
10721	Wrk Ex	LI101A	S Sweeney	4.0			

CRN	Type	Room	Instructor	Units	Days	Times	Dates
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**BIOLOGICAL SCIENCE**

**BIO 1 Cell and Molecular Biology**

**Transferable:** CSU, UC; CSU-GE:B2, B3, IGETC:5B; GAV-GE:B2, B3; CAN:BIOL2, BIOL SEQ A

A general biology course with an emphasis on the structure and function of cells, biological molecules, homeostasis, cell respiration, photosynthesis, cell life cycle and its controls, cellular communication, Mendelian and non-classical genetics, evolution and diversity of life. The philosophy of science, methods of scientific inquiry and experimental design are foundational to the course. The course is required for students majoring in biology and/or its subcategories (e.g., plant or animal sciences). **PREREQUISITE:** Biological 10 or Biology 12 or Environmental Science 1 with a grade of 'C' or better and Mathematics 233 with a grade of 'C' or better. **ADVISORY:** Chemistry 30A; eligible for English 250 and English 260.

10512	L/L	LS102	J Kurushima	4.0	MW	0230-0520
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**BIO 4 General Zoology**

**Transferable:** CSU, UC; CSU-GE:B2, B3, IGETC:5B; GAV-GE:B2, B3; CAN:BIOL4, BIOL SEQ A

The classification, ecology, evolution and systems analysis of biological functions in major taxonomic groups of animals from Protists through to Chordata. **PREREQUISITE:** Mathematics 233 with a grade of 'C' or better. **ADVISORY:** Eligible for English 250 and English 260.

10566	Lec	LS102	R Morales	4.0	TR	0810-0930
	Lab	LS102	R Morales		R	0945-1250

**BIO 7 Human Anatomy**

**Transferable:** CSU, UC; CSU-GE:B2, B3, IGETC:5B; GAV-GE:B2, B3; CAN:BIOL10, BIOL SEQ B

A functional approach to the gross and microscopic structure of the major systems of the human body. Includes dissection in lab. A cadaver is observed in this course. **PREREQUISITE:** Biological Science 10 or Biology 15 or Biology 12 with a grade of credit or C or better. **ADVISORY:** Eligible for English 250, English 260 and Mathematics 205.

10567	L/L	LS103	R Malley	4.0	TR	0945-0150
10585	L/L	LS103	T Robinson	4.0	FS	0945-0150

**BIO 8 General Microbiology**

**Transferable:** CSU, UC; CSU-GE:B2, B3, IGETC:5B; GAV-GE:B2, B3; CAN:BIOL14

An introduction to microbiology with an emphasis on bacteriology. Includes the study of morphology, physiology and classification of microorganisms, a survey of infectious disease, immunology and techniques for culture and control of microorganisms. This course is also listed as Allied Health 8. **PREREQUISITE:** Biological Science 10 or 15 with a grade of credit or C or better. **ADVISORY:** Chemistry 30A and Chemistry 30B; Eligible for English 250, English 260 and Mathematics 205.

10586	Lec	LS101	P Yuh	5.0	MW	0810-0930
	Lab	LS103	P Yuh		MW	0945-1150
10587	Lec	LS101	P Yuh	5.0	MW	0810-0930
	Lab	LS103	P Yuh		MW	1210-0215

**BIO 9 Human Physiology**

**Transferable:** CSU, UC; CSU-GE:B2, B3, IGETC:5B; GAV-GE:B2, B3; CAN:BIOL12, BIOL SEQ B

A study of the functions of the major organs and organ systems of the human body, emphasizing control at the cellular level, integration of systems and homeostasis of the human body. This course is also listed as Allied Health 9. **PREREQUISITE:** Biological Science 7 or 15 with a grade of credit or C or better. **ADVISORY:** Chemistry 30A and Chemistry 30B; eligible for English 250, English 260 and Mathematics 205.

10588	Lec	LS101	S Keys	5.0	TR	0400-0605
	Lab	LS103	M Smith		T	0630-0935
10589	Lec	LS101	S Keys	5.0	TR	0400-0605
	Lab	LS103	S Keys		R	0630-0935

CRN	Type	Room	Instructor	Units	Days	Times	Dates
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**BIO 10 Principles of Biology**

**Transferable:** CSU, UC; CSU-GE:B2, B3, IGETC:5B; GAV-GE:B2, B3

An introductory biology course covering functions at the cellular and organismal levels. Includes study of the basic principles of metabolism, heredity, evolution and ecology. Primarily for non-biological science majors. **ADVISORY:** Eligible for English 250, English 260 and Mathematics 205.

10513	Lec	LS101	L Bach	4.0	TR	0810-0930
	Lab	LS102	E Durant		M	0810-1000
10532	Lec	LS101	L Bach	4.0	TR	0810-0930
	Lab	LS102	E Durant		W	0810-1000
10533	Lec	SS214	E Durant	4.0	MW	0230-0350
	Lab	LS102	E Durant		M	1020-1225
10534	Lec	SS214	E Durant	4.0	MW	0230-0350
	Lab	LS102	E Durant		W	1020-1225
10535	Lec	SS214	E Durant	4.0	MW	0230-0350
	Lab	LS102	J Taylor		M	0530-0735
10537	Lec	SS214	E Durant	4.0	MW	0230-0350
	Lab	LS102	J Taylor		W	0530-0735

**BIO 11 Nutrition**

**Transferable:** CSU, UC; CSU-GE:E2; GAV-GE:E2, F; CAN:FCS2

This course is designed to meet the needs of the Allied Health student and the general education student alike. The major aim of this course is to help the student acquire relevant information about nutrition which they can use professionally and/or personally. The course will cover the practical aspects of normal nutrition, ways to promote sound eating habits throughout the life cycle, and physiological contribution nutrients make to body structure and function. This course is also listed as Allied Health 11. **PREREQUISITE:** Eligible for English 250 and English 260 **ADVISORY:** Chemistry 30A and Mathematics 205

10162	Lec	LS106	MAkrop	3.0	T	1250-0355
10164	Online		MAkrop	3.0		
10166	Online		MAkrop	3.0		

**BIO 12 Introduction to Human Biology**

**Transferable:** CSU, UC; CSU-GE:B2, B3, IGETC:5B

This course will provide an introduction to human biology for non-science majors to meet general education laboratory science requirements. It will cover the biologic principles of basic body structure and function including all systems of the body, genetic diseases, and biotechnology. This course satisfies the same general education life science requirements as Biology 10 and Ecology 1.

10546	Lec	LS103	J Kurushima	4.0	TR	0230-0350
	Lab	LS103	M Lilles		T	0400-0520
	Lab	LS103	J Kurushima		R	0400-0520

**BIO 13 Marine Biology**

**Transferable:** CSU, UC; CSU-GE:B2, B3, IGETC:5B; GAV-GE:B2, B3

The course provides a comprehensive overview of marine ecosystems, emphasizing the diversity of life inhabiting them. The physical, chemical and ecological features of the marine environment are reviewed and the evolutionary adaptations that allowed marine organisms to survive are emphasized. Although the overall focus will include ecosystems found in both tropical, subtropical, temperate and arctic regions, many of the practical examples will be drawn from the rich ecosystems of the central California coast and labs will provide hands-on experience of the diversity of life forms found in this area. Practical exercises will include viewing of specimen in the laboratory, short documentaries followed by discussion and field trips to coastal locations within the Monterey Bay and vicinity to view and explore specific ecosystems such as kelp forests, the intertidal, and estuarine areas, as well as learn about local marine species such as birds and mammals.

10547	L/L	LS102	J Taylor	4.0	S	1000-0435
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**ONLINE CLASSES:** You must have an email account to take this course. Start your course by going to <http://www.gavilan.edu/disted>. Unless you have made prior arrangements with the instructor, you **MUST** log on by 11:59 pm on the first day of the course. Late adds must login within 24 hours of adding this course. If you miss the deadline you may be dropped. For help, contact your instructor or email [disted@gavilan.edu](mailto:disted@gavilan.edu).



**CRN Type Room Instructor Units Days Times Dates**

**BIO 15 Survey of Human Anatomy and Physiology**

**Transferable:** CSU, UC; CSU-GE:B2, B3, IGETC:5B; GAV-GE:B2, B3

An introductory study of the structure and function of the human body. Includes study at the cellular and organ system levels, emphasizing integration of systems. Note that a cadaver will be observed in this course. This course is also listed as Allied Health 15. **ADVISORY:** Biology 10 or Biology 12 with a grade of 'C' or better. Eligible for English 250, English 260 and Mathematics 205. Course will include the viewing of a cadaver.

10564	Online Lab	LS103	R Malley R Malley	5.0	W	0630-0935
10565	L/L	LS103	M Lilles	5.0	MW	0230-0620

**BIOTECHNOLOGY**

**BIOT 103 Biotechnology Lab Skills and Instrumentation**

**Transferable:** CSU

Introduction to biotechnology laboratory skills. Techniques will include measuring, aseptic technique and transfer skills, preparation of buffers and other solutions, basic media preparation and dilutions, electrophoresis. Includes use and care of instruments such as microscope, spectrophotometer, centrifuge, pH meter, mechanical and micropipettes, autoclave, and electronic balance. Will also include keeping of a notebook, report writing and calculations. **ADVISORY:** Completion of any high school science course with a grade of 'C' or better; eligible for English 250; eligible for Math 205.

10590	L/L L/L	LS102 LS102	L Bach L Bach	4.0	TR F	0545-0805 0245-0550
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**BUSINESS OFFICE TECHNOLOGY**

**BOT 112 Business Computations with Machines**

**Transferable:** CSU

Self-paced course in the operation of the electronic printing calculator. This course provides theory and practice in business applications with emphasis on mathematical problem solving. This course has the option of a letter grade or pass/no pass. **ADVISORY:** Eligible for Mathematics 402.

10279	Lab	BU110	S Gaffney	.5		
Open Entry/Open Exit, see instructor in BU110 for details.						



**Learn skills in Biotechnology**

Application of living organisms or their products to enhance the human condition.

**Biotechnology**

*Certificate of Achievement (17 units)*

**BIOT 103 (4 units)**

Biotechnology Lab Skills & Instrumentation

**BIOT 104 (1 unit)**

Seminar in Biotechnology

**BIO 10 (4 units)**

Principles of Biology

**CHEM 30A (4 units)**

Elementary Chemistry

**CHEM 30B (4 units)**

Elementary Organic & Biochemistry

This certificate in Biotechnology may help prepare you for the biotech field which includes:

- Environmental testing
- Forensics
- Hospitals
- Plant Pathology
- Research

**CRN Type Room Instructor Units Days Times Dates**

**BOT 180 Medical Terminology for the Office**

**Transferable:** CSU

This course introduces fundamentals of medical word building used in the health profession (prefixes, word roots, suffixes and abbreviations) as well as review of body systems, with emphasis on analysis, definition, spelling and pronunciation. This course had the option of a letter grade or pass/no pass. **ADVISORY:** Eligible for English 250 and English 260.

10285	Lec	MHG3	D Knapp	3.0	W	0300-0555
This is also an ROP course. Call (408) 848 - 4719 for more information.						
10303	Lec	BU120	D Knapp	3.0	T	0600-0905
This is also an ROP course. Call (408) 848 - 4719 for more information.						

**BOT 181 Medical Billing - MediSoft**

**Transferable:** CSU

This course in computerized billing procedures for a medical office uses MediSoft software. Students will learn the patient billing features of this software and complete a capstone simulation giving them hands-on realistic medical front office practice. This course has the option of a letter grade or pass/no pass. **ADVISORY:** Eligible for English 250. Some computer experience.

10309	Lec	BU111	P Maroudas	2.0	W	0600-0905
This is also an ROP course. Call (408) 848 - 4719 for more information.						

**BOT 190A Occupational Work Experience A - Business Office Technology**

**Transferable:** CSU

Occupational work experience is for students who have a job related to their major. A training plan is developed cooperatively between the employer, college and student. BOT 190A is designed specifically for students who are just entering the workforce with an emphasis on day to day skill development that assist in promoting effective production, work survival, organization, research, planning, and human relations. (Pass/no pass grading) 75 hours per semester paid work = 1 unit. 60 non-paid (volunteer) work per semester = 1 unit. May be taken for a maximum total of 16 units. Minimum 2.00 GPA. **Mandatory orientation dates: 9/11 at 12:00 pm and 11/8 at 8:00 am in the North/South Lounge.**

10722	Wrk Ex	LI101A	S Sweeney	1.0		
10724	Wrk Ex	LI101A	S Sweeney	2.0		
10725	Wrk Ex	LI101A	S Sweeney	3.0		
10726	Wrk Ex	LI101A	S Sweeney	4.0		

**BOT 190B Occupational Work Experience B - Business Office Technology**

**Transferable:** CSU

Occupational work experience is for students who have a job related to their major. A training plan is developed cooperatively between the employer, college and student. BOT 190B is designed for students who have been employed for more than 9 months with an emphasis on enhancing leadership, communication, advancement, research and planning skills. (Pass/no pass grading) 75 hours per semester paid work = 1 unit. 60 non-paid (volunteer) work per semester = 1 unit. May be taken for a maximum total of 16 units. Minimum 2.00 GPA. **Mandatory orientation dates: 9/11 at 12:00 pm and 11/8 at 8:00 am in the North/South Lounge.**

10727	Wrk Ex	LI101A	S Sweeney	1.0		
10729	Wrk Ex	LI101A	S Sweeney	2.0		
10731	Wrk Ex	LI101A	S Sweeney	3.0		
10734	Wrk Ex	LI101A	S Sweeney	4.0		

**BOT 191A Workplace Skills**

**Transferable:** CSU

Workplace Skills teaches skills vital to workplace success. The topic for 191A is Interpersonal Communication. Need not be taken in sequence. This is a pass/no pass course.

10488	Lec	HOL3	F Mendez	1.0	M	0130-0320
10/07/13 - 12/19/13 Above class meets at the Hollister Briggs site. This is an ROP course. Call (408) 848 - 4719 for more information.						

CRN	Type	Room	Instructor	Units	Days	Times	Dates
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## BUSINESS, GENERAL

**BUS 1 Fundamentals of Business****Transferable:** CSU, UC; GAV-GE:D2, F

This course introduces students to business and the array of opportunities that it offers. The course will help students recognize careers that will be of interest to them with consideration of their own skills and aptitudes. Different facets of business will be covered and students will learn about establishing their own business. This course has the option of a letter grade or pass/no pass. Previously listed as GBUS 1. (C-ID: BUS 110) ADVISORY: Eligible for English 250 and English 260.

10498	Lec	HOL4	S STAFF	3.0	R	0600-0905	Above class meets at the Hollister Briggs site.
10611	Lec	BU103	S Kurtz	3.0	W	0600-0905	
10612	Lec	PB7	D McCormick	3.0	TR	0945-1105	
10613	Lec	PB7	D McCormick	3.0	TR	1250-0210	

**BUS 14 Personal Finance****Transferable:** CSU

This course is designed to assist individuals to analyze their financial affairs for lifelong decision making. Elements and concepts of financial planning and decision making in the areas of budgeting, taxes, borrowing, money management, insurance, investments, retirement, and estate planning will be examined. This course is also listed as ECON 14. This course has the option of a letter grade or pass/no pass. Previously listed as GBUS 14. ADVISORY: Math 400

10614	Lec	MHG4	S Kurtz	3.0	R	0630-0930	Above class meets at Morgan Hill Community site.
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**BUS 80 Business Law****Transferable:** CSU, UC; CAN:BUS12

Introduction to the law applicable to business institutions and their operations; social forces and their effect upon the development of law; sources of law, agencies for enforcement, and court procedure and administration agencies. Substantive law, that law which includes rights and duties, will include contracts, agency employment relationships, torts and crimes. This course has the option of a letter grade or pass/no pass. Previously listed as GBUS 80. ADVISORY: Eligible for English 250 and English 260.

10616	Lec	LS106	S Banks	3.0	T	0600-0905	
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**BUS 190A Occupational Work Experience A - Business****Transferable:** CSU

Occupational work experience is for students who have a job related to their major. A training plan is developed cooperatively between the employer, college and student. BUS 190A is designed specifically for students who are just entering the workforce with an emphasis on day to day skill development that assist in promoting effective production, work survival, organization, research, planning, and human relations. (Pass/no pass grading) 75 hours per semester paid work = 1 unit. 60 non-paid (volunteer) work per semester = 1 unit. May be taken for a maximum total of 16 units. Minimum 2.00 GPA. **Mandatory orientation dates: 9/11 at 12:00 pm and 11/8 at 8:00 am in the North/South Lounge.**

10735	Wrk Ex	LI101A	S Sweeney	1.0			
10736	Wrk Ex	LI101A	S Sweeney	2.0			
10737	Wrk Ex	LI101A	S Sweeney	3.0			
10738	Wrk Ex	LI101A	S Sweeney	4.0			



**ONLINE CLASSES:** You must have an email account to take this course. Start your course by going to <http://www.gavilan.edu/disted>. Unless you have made prior arrangements with the instructor, you **MUST** log on by 11:59 pm on the first day of the course. Late adds must login within 24 hours of adding this course. If you miss the deadline you may be dropped. For help, contact your instructor or email [disted@gavilan.edu](mailto:disted@gavilan.edu).

CRN	Type	Room	Instructor	Units	Days	Times	Dates
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**BUS 190B Occupational Work Experience B - Business****Transferable:** CSU

Occupational work experience is for students who have a job related to their major. A training plan is developed cooperatively between the employer, college and student. BUS 190B is designed for students who have been employed for more than 9 months with an emphasis on enhancing leadership, communication, advancement, research and planning skills. (Pass/no pass grading) 75 hours per semester paid work = 1 unit. 60 non-paid (volunteer) work per semester = 1 unit. May be taken for a maximum total of 16 units. Minimum 2.00 GPA. **Mandatory orientation dates: 9/11 at 12:00 pm and 11/8 at 8:00 am in the North/South Lounge.**

10739	Wrk Ex	LI101A	S Sweeney	1.0			
10740	Wrk Ex	LI101A	S Sweeney	2.0			
10741	Wrk Ex	LI101A	S Sweeney	3.0			
10742	Wrk Ex	LI101A	S Sweeney	4.0			

## CHEMISTRY

**CHEM 1A General Chemistry****Transferable:** CSU, UC; CSU-GE:B1, B3, IGETC:5A; GAV-GE:B1, B3; CAN:CHEM2, CHEM SEQ A

This is the first semester of a year-long general chemistry course designed for science, engineering and pre-professional majors. Topics include properties of matter, atomic structure, the Periodic Table, stoichiometry, elements and compounds, bonding, molecular structure, chemical reactions, states of matter, as well as the properties of gases and solutions. (C-ID: CHEM 110) (C-ID CHEM 120S: Chem 1A + Chem 1B) ADVISORY: Eligible for English 250 and English 260. PREREQUISITE: Chemistry 30A with a grade of 'C' or better, or high school chemistry with a grade of 'B' or better completed within the last five years, and Mathematics 233 with a grade of 'C' or better.

10592	Lec	PS105	D Clark	5.0	MWF	0945-1055	
	Lab	PS101	D Clark		T	0945-1250	
10601	Lec	PS105	D Clark	5.0	MWF	0945-1055	
	Lab	PS101	D Clark		R	0945-1250	

**CHEM 12A Organic Chemistry****Transferable:** CSU, UC; CSU-GE:B1, B3, IGETC:5A; GAV-GE:B1, B3

This is the first semester of a year-long organic chemistry course designed for chemistry majors, pre-professional medical, biology, and science majors. Topics include nomenclature, stereochemistry, mechanisms, reactions and spectroscopic studies of organic compounds. Lecture and laboratory methods will focus on synthesis, isolation, purification, elucidation, and identification of organic structures, as well as instrumental methods and data interpretation. PREREQUISITE: Chemistry 1B

10591	Lec	LS102	D Clark	5.0	TR	0100-0220	
	Lab	PS101	D Clark		TR	0230-0535	

**CHEM 30A Elementary Chemistry****Transferable:** CSU, UC; CSU-GE:B1, B3, IGETC:5A; GAV-GE:B1, B3; CAN:CHEM6, CHEM SEQ B

This is a first semester college chemistry course designed for majors preparing to take Chemistry 1A, nursing and allied health students, as well as general education. The course will cover the principles of chemistry including properties of matter, energy, atomic theory, the Periodic Table, stoichiometry, elements and compounds, the properties of bonding, molecular structure, chemical reactions, states of matter, acidity, solutions and gases, as well as an introduction to organic chemistry. ADVISORY: Mathematics 205; eligible for English 250 and English 260.

10602	Lec	PS105	G Burce	4.0	MW	0810-0930	
	Lab	PS101	G Burce		F	0100-0405	
10603	Lec	PS105	G Burce	4.0	MW	0810-0930	
	Lab	PS101	G Burce		F	0430-0735	
10604	Lec	PS102	J Puga	4.0	W	0600-0905	
	Lab	PS101	J Puga		R	0600-0905	

CRN	Type	Room	Instructor	Units	Days	Times	Dates
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CHILD DEVELOPMENT

**CD 1 Principles and Philosophies of Early Childhood Education**

**Transferable:** CSU

An overview of the developing child, current theories and research within the context of family, school, and community, and an historical perspective on the development of early childhood education. The processes of socialization and identity development will be highlighted showing the importance of respectful, reciprocal relationships that support and empower families. Observations in schools are to be arranged. (C-ID: ECE 120) ADVISORY: Eligible for English 250 and English 260.

10075	Lec	CDC100	P Henrickson	3.0	T	0600-0905	
10153	Lec	MHG4	P Henrickson	3.0	W	0945-1240	Above class meets at Morgan Hill Community site.

**CD 2 Early Child Development**

**Transferable:** CSU, UC; CSU-GE:D9, E, IGETC:4I; GAV-GE:D2

This course examines typical and atypical development within the psychosocial, cognitive, and physical domains from conception through the preschool years. Upon completion of this course, students will be able to evaluate theories and research of child development and effectively apply and communicate their understanding through observation and evaluation. This course is also listed as PSYC 2. This course has the option of a letter grade or pass/no pass. ADVISORY: Eligible for English 1A; transfer students consult with advisor.

10111	Lec	CDC100	M Bumgarner	3.0	MW	0945-1105	
10113	Online		M Bumgarner	3.0			
10115	Lec	CHS	J Weiler	3.0	M	0345-0645	Above class meets off-campus: This class is taught at Christopher High School.

**CD 3 Child Growth and Development During the School Years**

**Transferable:** CSU, UC; CSU-GE:D9, E, IGETC:4I; GAV-GE:D2

This course examines typical and atypical development within the psychosocial, cognitive, and physical domains from middle childhood through adolescence. Upon completion of this course, students will be able to evaluate theories and research of child development and effectively apply and communicate their understanding through observation and evaluation. This course has the option of a letter grade or pass/no pass. This course is also listed as PSYC 3. ADVISORY: Eligible for English 1A; transfer students consult with advisor.

10117	Online		M Bumgarner	3.0			
10119	Lec	CDC100	M Bumgarner	3.0	MW	1120-1240	
10154	Lec	HOL1	R Brown	3.0	W	0600-0905	Above class meets at the Hollister Briggs site.
10988	Lec	CHS	STAFF	3.0	R	0330-0630	



**APPRENTICESHIP PROGRAM**

**CARPENTER AND DRYWALL**

In cooperation with the local construction unions, the apprenticeship program is a formal system of occupational training from two to five years that combines paid employment, on-the-job training and job related college level instruction in order to develop highly skilled workers.

Enrollment is limited to registered apprentices, however anyone meeting the requirements can apply. Requirements are:

- 18 years or older, or 17 with a parent or guardian's signature
- HS Diploma or GED

An application can be obtained from the

CARPENTER TRAINING CENTER  
485 WOODVIEW DRIVE, MORGAN HILL, CA  
OR [HTTP://CTCNC.ORG](http://ctcnc.org) 408.778.1552

Fill out the application, then bring it in to the training center or follow the mailing instructions on the application.

CRN	Type	Room	Instructor	Units	Days	Times	Dates
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**CD 4 Observing and Assessing Children**

**Transferable:** CSU

Provides training in a variety of naturalistic and formal observation techniques, and discusses the use of standardized testing in children. Students learn to use formal observation tools, make a case study portfolio and give a parent conference. Observing children in classroom settings is required. This course has the option of a letter grade or pass/no pass. (C-ID: ECE 200) ADVISORY: Eligible for English 1A; transfer students consult with advisor.

10147	Lec	MHG4	J Smith	3.0	R	0830-1130	Above class meets at Morgan Hill Community site.
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**CD 5 Child / Family and Community**

**Transferable:** CSU

An examination of the developing child in a societal context focusing on the interrelationship of family, school and community and emphasizing historical and socio-cultural factors. Discussing patterns of development, childrearing, and the value of education in contemporary American society. Highlights the processes of socialization and identity development, showing the importance of respectful, reciprocal relationships that support and empower families and respond to all children's developmental needs. (C-ID: CDEV 110) ADVISORY: Eligible for English 250 and English 260.

10148	Lec	CDC100	P Henrickson	3.0	M	1255-0340	
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**CD 7 Cultural Context of Child and Family in a Diverse Society**

**Transferable:** CSU; CSU-GE:D7; GAV-GE:D2, F

Examines cultural influences on child-rearing practices, family values, and human development. Perspectives from the social sciences will be used to critique and review theoretical and practical implications of oppression and privilege as they apply to families, schools, and communities, including historical and socio-cultural factors. The processes of socialization and identity development, and the importance of respectful, reciprocal relationships that support and empower families. Self-examination and reflection on issues related to social identity, stereotypes and bias, social and educational access, media and schooling. Also listed as PSYC 7. ADVISORY: Eligible for English 250 and English 260.

10149	Online		M Bumgarner	3.0			
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**CD 8A American Education in a Changing World**

**Transferable:** CSU, UC; GAV-GE:F

This course provides an overview of education in the United States. It examines the issues, problems, and solutions to teaching in a pluralistic society by viewing schools as social institutions that reflect the values and dynamics of a society. It focuses on the history, politics, theories and approaches to teaching culturally and linguistically diverse children and analyzes career opportunities and new directions in education. For students who wish to expand their knowledge of education in America, and those who wish to explore careers in teaching. This course includes a Service Learning component that will encourage students to explore and apply concepts from the class. This course has the option of a letter grade or pass/no pass.

10151	Lec	MHG4	B Malaspina	3.0	M	0600-0905	Above class meets at Morgan Hill Community site.
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**CD 9 Child Health / Nutrition and Safety**

**Transferable:** CSU

The key components that promote physical health, mental health and safety for both children and staff will be identified along with the importance of collaboration with families and health professionals. Introductions to the laws, regulations standards, policies and procedures and early childhood curriculum related to child health safety and nutrition. Focus on integrating the concepts into curriculum planning and program development for all children. Poison prevention, fire and earthquake safety and emergency preparedness is covered. This course may be taken for a letter grade or pass/no pass. (C-ID: ECE 220) ADVISORY: Eligible for English 250 and English 260.

10152	Lec	CDC100	S STAFF	3.0	W	0600-0905	
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THIS SYMBOL MEANS IT IS A **HYBRID** LECTURE / ONLINE CLASS, THAT WILL BE PARTIALLY OVER THE INTERNET.

VISIT [WWW.GAVILAN.EDU/DISTED/](http://www.gavilan.edu/disted/) FOR DETAILS.

**CRN Type Room Instructor Units Days Times Dates**

**CD 11B Administration of Publicly Funded Child Care Programs**

**Transferable:** CSU; GAV-GE:F

This course is designed to meet the State Department of Education requirements for directors of publicly funded child development programs, and the Supervisory Child Development Permit. Topics covered include development of personnel policies that reflect the philosophy and goals and objectives of the program, development of a staff development plan, classroom management and record keeping, assessment and curriculum planning, and parent involvement/education. Financial record keeping will be discussed from the perspective of the granting agency. **ADVISORY:** Completion of 12 units in Child Development or working in an administrative capacity in a children's program.

10076	Lec	MHG4	B Malaspina	3.0	T	0600-0905
Above class meets at Morgan Hill Community site.						

**CD 14A Working with School Age Children**

**Transferable:** CSU

Students will learn the developmental characteristics of school aged children, issues relating to before and after school programs for children from kindergarten to grade eight, and specific details of administering and leading such a program. Other topics include recreation versus academic enrichment, staffing requirements, age groupings, program content, and community resources. This course has the option of a letter grade or pass/no pass. **ADVISORY:** Eligible for English 250 and 260. Child Development 3.

10106	Online		M Hoshiko	3.0		
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**CD 19 Introduction to Careers with Children**

**Transferable:** CSU

An overview of Department of Social Services and Department of Education regulations regarding early childhood professionals in California. Self-assessment techniques with emphasis on building relationships with children, families and colleagues. National standards, Code of Ethics, Public Policy and CA Early Childhood Foundations will be discussed as essential ingredients for effective early childhood programs. This course has the option of a letter grade or pass/no pass. **ADVISORY:** Eligible for English 250 and English 260.

10916	Lec	CDC100	S STAFF	2.0	W	1255-0240
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**CD 25A Art Methods**

**Transferable:** CSU; CSU-GE:C1; GAV-GE:C1

Art methods and learning theory for those planning to work with preschool, elementary and secondary students. Includes art therapy as well as gifted and special learner projects. Two dimensional work in printing, painting, drawing, collage. Also listed as ART 25A.

10239	Lab	HOL1	R McGinnis	3.0	F	0400-0805
	Online		R McGinnis			
Above class meets at the Hollister Briggs site.						

10245	Lab	AR102	D Gustlin	3.0	F	0900-0105
	Online		D Gustlin			

**CD 25B Art Methods**

**Transferable:** CSU; GAV-GE:C1

Art methods, creativity and learning theory for those planning to work with preschool, elementary, and secondary school students. Includes art therapy as well as gifted and special learner projects. Three dimensional work in sculpture, bas relief, mobiles, paper mache', plaster, and various 3-D materials. Also listed as ART 25B.

10241	Lab	HOL1	R McGinnis	3.0	F	0400-0805
	Online		R McGinnis			
Above class meets at the Hollister Briggs site.						



**ONLINE CLASSES:** You must have an email account to take this course. Start your course by going to <http://www.gavilan.edu/disted>. Unless you have made prior arrangements with the instructor, you **MUST** log on by 11:59 pm on the first day of the course. Late adds must login within 24 hours of adding this course. If you miss the deadline you may be dropped. For help, contact your instructor or email [disted@gavilan.edu](mailto:disted@gavilan.edu).

**CRN Type Room Instructor Units Days Times Dates**

**CD 28A Child Development and Guidance for Family Child Care**  
**Transferable:** CSU

An overview of the development of young children from pre-birth through age twelve, primarily designed for the family child care provider or foster parent. Students will be exposed to appropriate expectations and developmentally appropriate learning experiences for each stage of development. Six 3-hour sessions, or may be taught on three Saturdays. This course has the option of a letter grade or pass/no pass.

10158	Lec	CDC100	STAFF	1.0	F	0600-0905
<b>09/06/13 - 09/06/13</b>						

	Lec	CDC100	STAFF		S	0900-0410
<b>09/07/13 - 09/14/13</b>						

This class meets one Friday and two Saturdays.

**CD 28B Developing Learning Activities for Family Child Care**

**Transferable:** CSU

A practical curriculum development course for child care providers. Includes a brief overview of children's learning processes and practical activities. Students will study appropriate curriculum for infants, toddlers, preschool, and school-age children in all areas of development. Students will learn how to set up a family child care environment. This course has the option of a letter grade or pass/no pass.

10159	Lec	CDC100	S Alonzo	1.0	F	0600-0905
<b>10/04/13 - 10/12/13</b>						

	Lec	CDC100	S Alonzo		S	0900-0410
<b>10/05/13 - 10/12/13</b>						

This class meets one Friday and two Saturdays.

**CD 28C Administering A Family Child Care Home**

**Transferable:** CSU

Learning to establish and enforce contracts and policies, marketing your business, being professional in a caring profession, child abuse reporting requirements, licensing regulations, and the basics of record keeping techniques for family child care. Six 3-hour sessions, or may be taught on three Saturdays. This course has the option of a letter grade or pass/no pass.

10160	Lec	CDC100	S Alonzo	1.0	F	0600-0905
<b>11/01/13 - 11/16/13</b>						

	Lec	CDC100	S Alonzo		S	0900-0410
<b>11/02/13 - 11/16/13</b>						

This class meets one Friday and two Saturdays.

**CD 30A Practicum I - Early Childhood Field Experience**

**Transferable:** CSU

Designing, developing and implementing contemporary curriculum and instructional methods for early childhood education. **ADVISORY:** English 1A. **PREREQUISITE:** Completion of Child Development 1, 2, 5, and 32 with a grade of "C" or higher. (CD 32 was previously listed as CD 21.) Concurrent enrollment in at least 2 units of CD 190.

10145	Lec	CDC100	P Henrickson	3.0	R	0600-0905
Under CD30A concurrent enrollment in at least two units of CD 190A or CD 190B and TB clearance required. Contact instructor prior to first class meeting.						

**CD 32 Introduction to Curriculum**

**Transferable:** No

This foundational curriculum course presents an overview of knowledge and skills needed for designing curriculum and environments for all young children. Students examine the teacher's role in supporting development, fostering creativity, and modeling a joy of learning for children and parents. Students will design and implement an integrated curriculum based on observation and assessment and emphasizes play, and design learning centers for literacy, social, emotional, sensory, art, perceptual, math, and science learning. Students complete an activity folder and participate in demonstrations and observations. Previously listed as CD 21, (C-ID: ECE 130). **ADVISORY:** Eligible for English 250 and English 260.

10146	Lec	CDC100	P Henrickson	3.0	T	1255-0340
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**CRN Type Room Instructor Units Days Times Dates**

**CD 36 Curriculum Strategies for Inclusive Classrooms**

**Transferable:** CSU

This course gives the early education teacher or interventionist specific curricular skills to meet the needs of all children in the classroom. Emphasis is placed on working with the child within his/her family system and culture. Students will review typical and atypical development in all domains, hone observation and documentation skills, learn how to design and implement intervention strategies and communicate effectively with parents and para-professionals. **ADVISORY:** Eligible for English 1A.

10156 Lec CDC100 S STAFF 3.0 M 0600-0905

**CD 160 Child Care First Aid and CPR**

**Transferable:** CSU

First aid training to prepare child care professionals to meet the need of emergencies when medical assistance is delayed. Includes information on the prevention of childhood injuries and the prevention of communicable diseases including HIV/AIDS and the use of Universal Precautions. (Satisfies the California Community Care Licensing requirement for 15 hours of specialized health and safety training.) This is a pass/no pass course. \$12.00 course material fee.

10157 Lec CDC100 SAlonzo 1.0 F 0600-0905  
12/06/13 - 12/06/13

10157 Lec CDC100 SAlonzo S 0900-0410  
12/07/13 - 12/14/13 \$12.00 Course Materials fee payable at registration. This class meets one Friday, December 6 from 6-9 Pm and two Saturdays Dec. 7 and 14 from 9:00 am to 4:00 pm. This is a two week course.

**CD 190A Occupational Work Experience A - Child Development**

**Transferable:** CSU

Occupational work experience is for students who have a job related to their major. A training plan is developed cooperatively between the employer, college and student. CD 190A is designed specifically for students who are just entering the workforce with an emphasis on day to day skill development that assist in promoting effective production, work survival, organization, research, planning, and human relations. (Pass/no pass grading) 75 hours per semester paid work = 1 unit. 60 non-paid (volunteer) work per semester = 1 unit. May be taken for a maximum total of 16 units. Minimum 2.00 GPA.

10760 Wrk Ex CDC131 P Henrickson 1.0  
If you are also taking CD 30A - it requires concurrent enrollment in at least two units of CD 190A or CD190B.

10761 Wrk Ex CDC131 P Henrickson 2.0  
If you are also taking CD 30A - it requires concurrent enrollment in at least two units of CD 190A or CD 190B.

10762 Wrk Ex CDC131 P Henrickson 3.0  
If you are also taking CD 30A - it requires concurrent enrollment in at least two units of CD 190A or CD 190B.

10763 Wrk Ex CDC131 P Henrickson 4.0  
If you are also taking CD 30A - it requires concurrent enrollment in at least two units of CD 190A or CD 190B.

**CD 190B Occupational Work Experience B - Child Development**

**Transferable:** CSU

Occupational work experience is for students who have a job related to their major. A training plan is developed cooperatively between the employer, college and student. CD 190B is designed for students who have been employed for more than 9 months with an emphasis on enhancing leadership, communication, advancement, research and planning skills. (Pass/no pass grading) 75 hours per semester paid work = 1 unit. 60 non-paid (volunteer) work per semester = 1 unit. May be taken for a maximum total of 16 units. Minimum 2.00 GPA.

10848 Wrk Ex CDC131 P Henrickson 1.0  
If you are taking CD 30A - it requires concurrent enrollment in at least two units of CD 190A or CD 190B.

10849 Wrk Ex CDC131 P Henrickson 2.0  
If you are also taking CD 30A - it requires concurrent enrollment in at least two units of CD 190A or CD 190B.

10850 Wrk Ex CDC131 P Henrickson 3.0  
If you are also taking CD 30A - it requires concurrent enrollment in at least two units of CD 190A or CD 190 B.

10851 Wrk Ex CDC131 P Henrickson 4.0  
If you are also taking CD 30A - it requires concurrent enrollment in at least two units of CD 190A or CD 190B.

**CRN Type Room Instructor Units Days Times Dates**

**CD 202 Early Child Development en Español**

**Transferable:** No

This course examines typical and atypical development within the psychosocial, cognitive, and physical domains from conception through the preschool years. Upon completion of this course, students will be able to evaluate theories and research of child development and effectively apply and communicate their understanding through observation and evaluation. **COREQUISITE:** ESL 704A or 704B, ESL in the Workplace, or ESL/English course based on assessment scores or completion of prerequisites of sequenced ESL/English courses. **NOTE:** This course will be taught in Spanish.

10915 Lec BU103 J Hori 3.0 T 0600-0905  
Se presenta la instrucción en español. A la misma vez los estudiantes tendrán que tomar VESL 704A or 704B con CD 202.

**COMMUNICATION STUDIES**

**CMUN 1A Introduction to Public Speaking**

**Transferable:** CSU, UC; CSU-GE:A1, IGETC:1C; GAV-GE:A1; CAN:SPCH4

Basic principles of effective human communication and their function in contemporary public settings; emphasis is on the speeches to inform and persuade, with special consideration given to fundamental communication skills, including organization, reasoning, explanation, rhetoric and listening. (C-ID: COMM 110) **ADVISORY:** Eligible for English 250 and English 260.

10286 Lec PB1 D Besson-Silvia 3.0 TWR 0220-0525  
10/08/13 - 11/01/13

10287 Lec PB1 T Lim 3.0 M 0600-0905

10288 Lec PB1 M Paulson 3.0 T 0600-0905

10289 Lec PB1 M Zajac 3.0 F 1215-0320

10290 Lec MHG10 D Cowan 3.0 TR 0945-1105  
Above class meets at Morgan Hill Community site.

10291 Lec PB1 D Besson-Silvia 3.0 TWR 0220-0525  
09/03/13 - 10/03/13

10292 Lec PB1 D Besson-Silvia 3.0 TWR 0220-0535  
11/12/13 - 12/12/13

10293 Lec MHG13 C Avila 3.0 R 0600-0905  
Above class meets at Morgan Hill Community site.

10294 Lec HOL2 AAndrade 3.0 MW 0810-0930  
Above class meets at the Hollister Briggs site.

10295 Lec PB1 E Waddell 3.0 MW 0945-1105

10770 Lec PB1 M Paulson 3.0 R 0600-0905

**CMUN 2 Oral Interpretation**

**Transferable:** CSU, UC; CSU-GE:C1; GAV-GE:C1

An introduction to the analysis, preparation and dramatic presentation of literature, including classical and contemporary prose, poetry and drama. Students will prepare, analyze, interpret and present great works of theatre and literature for an audience. This course is also listed as THEA 4. **ADVISORY:** Eligible for English 250 and English 260.

10296 Lec TH125 J Lawton-Haehl 3.0 MW 0945-1105

**CMUN 4 Intercultural Communication**

**Transferable:** CSU, UC; CSU-GE:D3, D7, IGETC:4G; GAV-GE:D2, F

This course will explore the dynamics of communication as it applies to people from different cultures. Course content focuses on the application of theory and research to intercultural communication contexts. Increasing the awareness and understanding of diversity, the perception process, culture, verbal and non-verbal communication and the obstacles that prevent one from becoming a competent intercultural communicator will be examined. (C-ID: COMM 150)

10300 Lec PB1 E Waddell 3.0 MW 1120-1240

10301 Lec PB1 E Waddell 3.0 MW 1250-0210