

**Schedule of Classes: Spring 2015**
**ACCOUNTING**
**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	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40652	ACCT 121	Lec	2.0	09:00 am - 12:35 pm	F 3/13/2015 - 5/22/2015	HOL-3 <i>Above class meets at the Hollister Briggs site.</i>	Mendez, Frank	17
40731	ACCT 121	Lec	2.0	11:20 am - 02:10 pm	W 2/18/2015 - 5/13/2015	BU-111	Conrey, Janet	19

**ADMINISTRATION OF JUSTICE**
**AJ 100A: Basic Police Academy**

Transferable: CSU

This 884 - 1062 variable unit course satisfies required training mandates governed by the Commission on Peace Officer Standards and Training (POST) entry level Peace Officers. The course includes principles, procedures and techniques of law enforcement, including: Criminal Justice Law, Patrol and Investigation procedures, Defensive Tactics, Firearms/Chemical Agents, Leadership, Ethics, Community Relations, Police Vehicles Operations, Traffic Enforcement, Cultural Diversity, Report Writing, and First Aid/CPR. Course requires significant time commitment and outside course work including uniform preparation, homework assignments and equipment maintenance. PREREQUISITES: 1) Completion of POST approved pre-entry English skills assessment examination and physical agility test. 2) Medical clearance by a licensed physician. 3) Penal Code Section 13511.5 requires that each applicant for admission to the Basic Police Academy course shall be required to submit written certification from the Department of Justice that the applicant has no criminal history background which would disqualify him or her, from owning, possessing, or having under his or her control a firearm.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40888	AJ 100A	L/L	22.5	08:00 am - 05:00 pm	MTWRF 10/28/2014 - 4/23/2015	OFFSTE-HHJTC1	Fontes, Clay	FULL

**ALLIED HEALTH (NURSING)**
**AH 16B: IV Therapy/Blood Withdrawal/B**

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 52 or current active LVN licensure in California. \$50.00 course materials fee payable at registration.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40009	AH 16B	Lec	1.0	09:00 am - 06:00 pm	F 3/13/2015 - 3/20/2015	HOB-114	Amaro, Debbie	FULL

\$50.00 course materials fee payable at registration

**AH 16D: IV Therapy/Blood Withdrawal/D**

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 54 or current active LVN licensure in California. \$50.00 course materials fee payable at registration.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40011	AH 16D	Lec	1.0	09:00 am - 06:00 pm	F	HOB-114	Amaro, Debbie	FULL
\$50.00 course materials fee payable at registration.					4/17/2015 - 4/24/2015			

### AH 140: Online Health Research

Transferable: CSU

A beginning course on how to find reliable, current health-related information, using the Internet and other electronic resources. This course is also listed as LIB 140.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40768	AH 140	Online 	2.0				Sargent, Aloha	19
					3/16/2015 - 5/22/2015			

### 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.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40546	AH 182	Lec	2.0	09:00 am - 04:30 pm	MWF	HOB-114	Reid, Diane	4
					1/5/2015 - 1/14/2015			
	AH 182	Lab		06:30 am - 01:30 pm	MTW	HOB-114	Reid, Diane	
					1/5/2015 - 1/14/2015			
40885	AH 182	Lec	2.0	09:00 am - 04:30 pm	MWF	HOB-114	Reid, Diane	8
					1/5/2015 - 1/22/2015			
	AH 182	Lab		06:30 am - 01:30 pm	TWR	HOB-114	Reid, Diane	
					1/5/2015 - 1/22/2015			

### 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.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40835	AH 191A	Lec	1.0	09:00 am - 12:05 pm	S	HOL-3	Mendez, Frank	14
					4/11/2015 - 5/16/2015			
					<i>Above class meets at the Hollister Briggs site.</i>			
40865	AH 191A	Lec	1.0	09:00 am - 12:35 pm	F	BU-118	Mendez, Frank	25
					1/30/2015 - 3/6/2015			

## ATHLETICS

### ATH 9A: Fundamentals of Soccer

Transferable: CSU, UC; CSU-GE:E1, GAV-GE:E1

This course offers basic instruction in the theory, strategies, and techniques of soccer for the purpose of preparing the individual student in the fundamental aspects of playing and coaching the sport. May be repeated once for credit. This course has the option of a letter grade or pass/no pass. Previously listed as PE 9A and KIN 9A.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40694	ATH 9A	L/L	2.0	02:30 pm - 05:20 pm	MTR 3/23/2015 - 5/21/2015	ATHFLD-SOCCER	Espinosa, Ricardo	18

### ATH 9B: Fundamentals of Soccer

Transferable: CSU, UC; CSU-GE:E1, GAV-GE:E1

This course offers review and advanced instruction in the theories, strategies and techniques of soccer for the purpose of preparing the individual student in all aspects of playing and coaching the sport. May be repeated once for credit. This course has the option of a letter grade or pass/no pass. Previously listed as PE 9B and KIN 9B.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40695	ATH 9B	L/L	2.0	02:30 pm - 05:20 pm	MTR 3/23/2015 - 5/21/2015	ATHFLD-SOCCER	Espinosa, Ricardo	44

### ATH 21: Volleyball

Transferable: CSU, UC; CSU-GE:E1, GAV-GE:E1

This is a sport specific course designed for our student-athletes. Fundamentals, strategy and rules of the game of volleyball are included. May be repeated three times for credit. This course has the option of a letter grade or pass/no pass.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40302	ATH 21				3/23/2015 - 5/22/2015		STAFF, S	Cancelled

### ATH 27: Basketball

Transferable: CSU, UC; CSU-GE:E1, GAV-GE:E1

This is a sport specific course designed for our student-athletes. Fundamentals, strategy and rules of the game of basketball are included. May be repeated three times for credit. This course has the option of a letter grade or pass/no pass.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40305	ATH 27	Lab	0.5	04:30 pm - 06:35 pm	MWF 3/23/2015 - 5/22/2015	GY-GYM	Nelson, Erik	29
40306	ATH 27	Lab	0.5	04:30 pm - 05:55 pm	TR 3/23/2015 - 5/22/2015	GY-GYM	Kaplansky, David	19

### ATH 35: Intercollegiate Basketball

Transferable: CSU, UC; CSU-GE:E1, GAV-GE:E1

This course provides practice and competition in intercollegiate basketball. Before participating, students must have completed a physical exam and their athletic eligibility paperwork. May be repeated three times for credit. This course has the option of a letter grade or pass/no pass.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40541	ATH 35	Lab	1.0	04:00 pm - 06:05 pm	MTWRF 1/26/2015 - 3/20/2015	GY-GYM	Nelson, Erik	17

This course is Women's Intercollegiate Basketball.

### ATH 37: Softball

Transferable: CSU, UC; CSU-GE:E1, GAV-GE:E1

This is a sport specific course designed for our student-athletes. Instruction is in the fundamentals of softball. Fundamentals, rules, strategy and game play are included. May be repeated three times for credit. This course has the option of a letter grade or pass/no pass.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40550	ATH 37	Lab	1.0	01:00 pm - 04:35 pm	MTWRF 1/2/2015 - 1/22/2015	ATHFLD-SFTBLL	Dequin, Nikki	28

### ATH 38: Intercollegiate Baseball

Transferable: CSU, UC; CSU-GE:E1, GAV-GE:E1

This course provides practice and competition in intercollegiate baseball for men. Before participating, students must have completed a physical exam and their athletic eligibility paperwork. May be repeated three times for credit. This course has the option of a letter grade or pass/no pass.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40427	ATH 38	Lab	1.0	02:30 pm - 04:50 pm	MTWRF 2/9/2015 - 5/22/2015	GY-116	Andrade, Neal	FULL

### ATH 45: Intercollegiate Softball

Transferable: CSU, UC; CSU-GE:E1, GAV-GE:E1

This course provides practice and competition in intercollegiate softball for women. Before participating, students must have completed a physical exam and their athletic eligibility paperwork. May be repeated three times for credit. This course has the option of a letter grade or pass/no pass.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40457	ATH 45	Lab	1.0	02:30 pm - 04:50 pm	MTWRF 2/9/2015 - 5/22/2015	GY-116	Dequin, Nikki	FULL

Advisory

### ATH 65: Baseball

Transferable: CSU, UC; CSU-GE:E1, GAV-GE:E1

This is a sport specific course designed for our student-athletes. Fundamentals, mechanics, strategy and rules of the game of baseball are included. May be repeated three times for credit. This course has the option of a letter grade or pass/no pass.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40555	ATH 65	Lab	1.0	01:00 pm - 04:35 pm	MTWRF 1/2/2015 - 1/22/2015	ATHFLD-BASBLL	Andrade, Neal	26

### ATH 77: Football

Transferable: CSU, UC; CSU-GE:E1, GAV-GE:E1

This is a sport specific course designed for our student-athletes. Instruction is in the fundamentals of football. Includes skills, rules and strategy with emphasis on the application of skills and strategies in game play. May be repeated three times for credit. This course has the option of a letter grade or pass/no pass.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40466	ATH 77	Lab	0.5	05:05 pm - 06:35 pm	MWF 4/6/2015 - 5/8/2015	ATHFLD-FTBLL	Gilford, Spencer	35

### ATH 90: Intercollegiate Sand Volleyball

Transferable: CSU

This course provides practice and competition in intercollegiate sand volleyball for women. Before participating, students must have competed a physical exam and their athletic eligibility paperwork. May be repeated three times for credit. This course has the option of a letter grade or pass/no pass.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40878	ATH 90	Lab	1.0	03:00 pm - 05:20 pm	MTWRF 2/9/2015 - 5/22/2015	GY-116	Kramer, Kevin	FULL

## AVIATION MAINTENANCE TECH

### AMT 101: General Aircraft Technology

Transferable: CSU

This course is an FAA Part 147 course designed to prepare the student for their FAA Airframe and Powerplant (A and P) certificate. This course will provide the student with a thorough understanding of the use of maintenance publications, maintenance forms and records with emphasis on A and P mechanic privileges and limitations. Basic electricity for aircraft from Ohm's Law through transistor theory will be taught as well as ground operation and servicing of aircraft. Both theory and practical application to aircraft are taught. COREQUISITE: AMT 111, Airframe Structures. ADVISORY: Mathematics 430.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40458	AMT 101	L/L	7.5	08:00 am - 10:25 am	MTWRF 1/8/2015 - 5/22/2015	MP-102	Spenner, Herbert	14

### AMT 111: Airframe Structures

Transferable: CSU

This course is an FAA Part 147 course designed to prepare the student for their FAA Airframe certificate. The course will provide the student with a thorough understanding of nonmetallic aircraft structures including wood, fabric, composite structures. Also the study of hydraulic and pneumatic power systems; landing gear systems; electrical systems; and assembly and rigging. Both theory and practical application to aircraft systems is taught. COREQUISITE: AMT 101, General Aircraft Technology. ADVISORY: Mathematics 430.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40460	AMT 111	L/L	13.5	10:30 am - 03:30 pm	MTWRF 1/8/2015 - 5/22/2015	MP-102	Willoughby, William	14
	AMT 111	L/L	13.5	10:30 am - 03:30 pm	MTWRF 1/8/2015 - 5/22/2015	MP-102	Spenner, Herbert	14

### AMT 121: Aviation Powerplant Systems 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 theory of operation, maintenance, repair, and troubleshooting procedures of powerplant systems and their relationship to the total powerplant installation package. To include lubrication, electrical systems, instrument systems, fuel metering, fire protection, starting systems, powerplant control systems, and the aerodynamics, theory and maintenance of propellers and their control systems. ADVISORY: Successful completion of AMT 100 and 101. Basic hand tools required. Details at the first class meeting.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40461	AMT 121	L/L	14.0	08:30 am - 03:00 pm	TWRF 1/8/2015 - 5/22/2015	PB-8	Flippen, Travis	17

## BUSINESS OFFICE TECHNOLOGY

### 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.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40725	BOT 191A	Lec	1.0	09:00 am - 12:00 pm	S 4/11/2015 - 5/16/2015	HOL-3 <i>Above class meets at the Hollister Briggs site.</i>	Mendez, Frank	6
40860	BOT 191A	Lec	1.0	09:00 am - 12:35 pm	F 1/30/2015 - 3/6/2015	BU-118	Mendez, Frank	18

## CARPENTER APPRENTICE

### CARP 204: Foundations and Floors

This course covers layout, forming, and framing of foundations, joist and sub-flooring construction.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40975	CARP 204	L/L	1.0	07:30 am - 04:30 pm	MTWR 3/16/2015 - 3/19/2015	OFFSTE-CTCNC1	Attkisson, Rodney	FULL
41046	CARP 204	L/L	1.0	08:00 am - 05:00 pm	MTWR 5/11/2015 - 5/14/2015	OFFSTE-CTCNC1	STAFF, S	FULL

### CARP 205: Blueprint Reading-Basic/Fringe Benefits Presentation

This course is an introduction to residential blueprints. Topics include conventions, lines, symbols, measurements, and specifications used for residential construction.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40957	CARP 205	L/L	2.5	07:30 am - 04:30 pm	MTWR 1/5/2015 - 1/8/2015	OFFSTE-CTCNC1	Martinez, Pablo	FULL
40958	CARP 205	L/L	2.5	07:30 am - 04:30 pm	MTWR 1/12/2015 - 1/15/2015	OFFSTE-CTCNC1	Attkisson, Rodney	FULL
	CARP 205	L/L	2.5	07:30 am - 04:30 pm	MTWR 1/12/2015 - 1/15/2015	OFFSTE-CTCNC1	Martinez, Pablo	FULL
40973	CARP 205	L/L	2.5	07:30 am - 04:30 pm	MTWR 3/9/2015 - 3/12/2015	OFFSTE-CTCNC1	Attkisson, Rodney	FULL

### CARP 206: Structural Framing

This course covers basic framing systems and layout of walls, ceilings and stairwells.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40972	CARP 206	L/L	1.0	07:30 am - 04:30 pm	MTWR 3/2/2015 - 3/5/2015	OFFSTE-CTCNC1	Attkisson, Rodney	FULL

### CARP 207: Concrete Formwork

This course covers planning and building of form work, construction and erection of various concrete forms, and construction materials and methods.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40977	CARP 207	L/L	1.0	07:30 am - 04:30 pm	MTWR 3/23/2015 - 3/26/2015	OFFSTE-CTCNC1	Attkisson, Rodney	FULL

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### CARP 209: Blueprint Reading - Advanced

This course is an introduction to commercial and industrial blueprints. Topics include conventions, lines, symbols, measurements, and specifications used for commercial and industrial construction. Complete construction material take-off calculations commonly used on the job.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40964	CARP 209	L/L	2.0	07:30 am - 04:30 pm	MTWR 2/2/2015 - 2/5/2015	OFFSTE-CTCNC1	Attkisson, Rodney	FULL

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### CARP 210: Concrete- Precast and Prestressed

This course covers concrete components and the effect of component proportions on the workability and strength of concrete. The type of cement and admixtures to use in a given situation are discussed. Detail and build tilt-up panel forms. Construct a bridge deck and the forms for a box beam girder.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40969	CARP 210	L/L	1.0	07:30 am - 04:30 pm	TWRF 2/17/2015 - 2/20/2015	OFFSTE-CTCNC1	Attkisson, Rodney	FULL

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### CARP 212: Layout Instruments

This course covers use of leveling devices. It includes reading and interpreting an engineer's rod, horizontal and vertical setting circles, and vernier scale. Additional topics include construction lay out of horizontal and vertical angles.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40963	CARP 212	L/L	1.0	07:30 am - 04:30 pm	MTWR 1/26/2015 - 1/29/2015	OFFSTE-CTCNC1	Attkisson, Rodney	FULL
	CARP 212	L/L	1.0	07:30 am - 04:30 pm	MTWR 1/26/2015 - 1/29/2015	OFFSTE-CTCNC1	Martinez, Pablo	FULL
40970	CARP 212	L/L	1.0	07:30 am - 04:30 pm	MTWR 2/23/2015 - 2/26/2015	OFFSTE-CTCNC1	Attkisson, Rodney	FULL

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### CARP 213: Engineered Structural Systems

This course covers the design of heavy timber construction, lamination, dams, bridges and trusses. Construct, in proper sequence, a panel roof system having hinge connectors, steel caps, beam seats, and sawn lumber roof members. Construct a truss roof system. Tie the basic knots used in rigging. Direct a crane using university recognized hand signals.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40978	CARP 213	L/L	1.0	07:30 am - 04:30 pm	MTWR 3/30/2015 - 4/2/2015	OFFSTE-CTCNC1	Attkisson, Rodney	FULL

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### CARP 214: Commercial Steel Framing

This course is a comprehensive study of materials, work processes and the proper use of tools necessary to install layout and material application for metal framing, dry wall, suspended ceilings, metal frames and doors, door hardware, and access floors.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40968	CARP 214	L/L	1.0	07:30 am - 04:30 pm	MTWR 2/9/2015 - 2/12/2015	OFFSTE-CTCNC1	Attkisson, Rodney	FULL

### CARP 215: Stair Building

This course covers types, designs, nomenclature and Uniform Building Codes requirements for building stairs. Topics include mathematical calculations and layout procedures, constructing stairs, landings, newels and handrails.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40961	CARP 215	L/L	1.0	07:30 am - 04:30 pm	TWRF 1/20/2015 - 1/23/2015	OFFSTE-CTCNC1	Attkisson, Rodney	FULL
	CARP 215	L/L	1.0	07:30 am - 04:30 pm	TWRF 1/20/2015 - 1/23/2015	OFFSTE-CTCNC1	Martinez, Pablo	FULL

### CARP 217: Introduction to Welding and Cutting

This course covers welding methods, brazing, flame cutting, and shielded arc welding. Topics include thermo forming and thermo setting plastics applicable to the building construction industry. Perform basic welding tasks in a safe manner.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
41022	CARP 217	L/L	1.0	07:30 am - 04:30 pm	TWRF 2/17/2015 - 2/20/2015	OFFSTE-CTCNC1	Martinez, Pablo	FULL

## CHILD DEVELOPMENT

### 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.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40262	CD 19	Lec	2.0	06:00 pm - 09:05 pm	W 1/26/2015 - 4/22/2015	CDC-127	Henrickson, Pat	1

### 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.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40162	CD 160	Lec	1.0	06:00 pm - 09:05 pm	F 3/6/2015 - 3/14/2015	CDC-100	Alonzo, Susan	3
	CD 160	Lec		09:30 am - 04:30 pm	S 3/6/2015 - 3/14/2015	CDC-100	Alonzo, Susan	

## COMPUTER SCI & INFO SYSTEMS



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**CSIS 1: Computer Literacy - MS Office**

Transferable: CSU, UC; GAV-GE:E2

An introduction to terminology, design, operation for the novice user. Student will gain experience using the Internet for searches and email. They will complete projects using various software including word processing, spreadsheets, database, presentation graphics, and integration. This course has the option of a letter grade or pass/no pass. ADVISORY: Eligible for English 250 and English 260; completion of CSIS 122.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40713	CSIS 1	Lec	2.0	09:00 am - 11:05 am	MW 1/26/2015 - 3/18/2015	BU-111	Gaffney, Sandra	2
40714	CSIS 1	Lec	2.0	09:00 am - 11:05 am	MW 3/23/2015 - 5/13/2015	BU-111	Gaffney, Sandra	11
40715	CSIS 1	Lec	2.0	06:00 pm - 09:05 pm	T 2/17/2015 - 5/12/2015	BU-110	Gaffney, Sandra	3
40717	CSIS 1	Lec	2.0	06:00 pm - 09:05 pm	W 2/18/2015 - 5/13/2015	HOL-3 <i>Above class meets at the Hollister Briggs site.</i>	Stoykov, Alexandre	22

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**CSIS 3: Research Skills**

Transferable: CSU

Research and evaluation skills using the Internet and other electronic resources, as well as traditional printed materials. Also listed as LIB 3. This course has the option of a letter grade or pass/no pass. ADVISORY: Eligible for English 250 and 260.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40010	CSIS 3	Online	2.0		1/26/2015 - 3/22/2015		Sargent, Aloha	17

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**CSIS 6: Web Page Authoring I**

Transferable: CSU; GAV-GE:E2

An introduction to using Hypertext Mark-Up Language (HTML) and Extensible HTML (XHTML) to create web pages which can be uploaded and displayed on the World Wide Web. Students will use HTML/XHTML to create web pages with text in various sizes and colors, links to other sites, background color or patterns, graphics, tables and mailto links. Principles of design and color as they apply to screen presentations will be included. This course has the option of a letter grade or pass/no pass. Also listed as LIB 6 and DM 6. ADVISORY: CSIS 1 or CSIS 2 or CSIS 3/LIB 3 advised.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40757	CSIS 6	Online	2.0		1/26/2015 - 3/22/2015		Howell, Jo Anne	20
40765	CSIS 6	Online	2.0		3/16/2015 - 5/10/2015		Howell, Jo Anne	20

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**CSIS 8: Introduction to the Internet**

Transferable: CSU; GAV-GE:E2

Topics include networking fundamentals, webpages and HTML, online security basics, and business email etiquette. Students will learn techniques to search efficiently for information and evaluate its credibility. This is a pass/no pass course. ADVISORY: CSIS 124


CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40770	CSIS 8				2/23/2015 - 3/11/2015	<i>Above class meets at the Hollister Briggs site.</i>	STAFF, S	Cancelled

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**CSIS 10: Introduction to Programming using BASIC**

Transferable: CSU, UC

This course is an introduction to programming using BASIC. No previous programming background is assumed. This class is for those new to programming and recommended for non-programmers who want to take other programming classes, with the expectation that learning one computer language will generalize to other languages. This course has the option of a letter grade or pass/no pass. ADVISORY: CSIS 1 or CSIS 2 or equivalent experience.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40711	CSIS 10	Lec	3.0	06:00 pm - 09:05 pm	R 2/19/2015 - 5/14/2015	BU-111	Thompson, Frank	9
	CSIS 10	Online 			2/19/2015 - 5/14/2015		Thompson, Frank	

### CSIS 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 ACCT 121. ADVISORY: CSIS 1 or CSIS 2 or equivalent computer experience.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40653	CSIS 121	Lec	2.0	09:00 am - 12:35 pm	F 3/13/2015 - 5/22/2015	HOL-3 <i>Above class meets at the Hollister Briggs site.</i>	Mendez, Frank	16
40732	CSIS 121	Lec	2.0	11:20 am - 02:10 pm	W 2/18/2015 - 5/13/2015	BU-111	Conrey, Janet	15

### CSIS 126: Word Processing - MS Word

Transferable: CSU

This introductory course for word processing with Windows is designed for business and non-business majors. Students will develop word processing skills to create a document, select and edit text, move and copy text, use the spelling, grammar, and thesaurus features, format text, and create headers and footnotes for a research paper. This course has the option of a letter grade or pass/no pass. ADVISORY: Eligible for English 260 and basic keyboarding skills.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40789	CSIS 126	Lec	2.0	05:30 pm - 08:35 pm	F 2/20/2015 - 5/15/2015	HOL-3 <i>Above class meets at the Hollister Briggs site.</i>	Mendez, Frank	16

### CSIS 128: Database - MS Access

Transferable: CSU

Introduction to Microsoft Access, a relational database management software tool. Students will learn to create and manage a database. This course will help prepare students for taking the Access MOUS (Microsoft Office User Specialist) exams. This course has the option of a letter grade or pass/no pass. ADVISORY: CSIS 1 or CSIS 2 or equivalent knowledge.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40791	CSIS 128	Lec	2.0	11:20 am - 02:10 pm	R 1/29/2015 - 4/23/2015	BU-111	Conrey, Janet	6

### CSIS 573: Assistive Computer Technology for Reading

This course provides instruction in effective use of assistive computer technology for reading assistance. Students with disabilities will learn how to use software programs such as text-to-speech for improving reading skills. Special emphasis will be placed on reading comprehension, reading fluency, reading vocabulary and study skills. ADVISORY: Completion of Guidance 557 or demonstrated deficit in reading or written language achievement.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40418	CSIS 573				1/26/2015 - 3/20/2015		STAFF, S	Cancelled
40587	CSIS 573				3/23/2015 - 5/22/2015		STAFF, S	Cancelled

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## CSIS 574: Assistive Computer Technology for Writing

This course provides instruction in effective use of assistive computer technology for writing assistance. Students with disabilities will learn how to use text-to-speech and word prediction programs for improved writing skills. Special emphasis will be placed in vocabulary development, prewriting and editing for correct spelling, word usage and research facilitation. ADVISORY: Completion of Guidance 557 or demonstrated deficit in reading or written language achievement.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40420	CSIS 574				1/26/2015 - 3/20/2015		STAFF, S	Cancelled
40588	CSIS 574				3/23/2015 - 5/22/2015		STAFF, S	Cancelled

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## DIGITAL MEDIA

### DM 6: Web Page Authoring I

Transferable: CSU; GAV-GE:E2

An introduction to using Hypertext Mark-Up Language (HTML) and Extensible HTML (XHTML) to create web pages which can be uploaded and displayed on the World Wide Web. Students will use HTML/XHTML to create web pages with text in various sizes and colors, links to other sites, background color or patterns, graphics, tables and mailto links. Principles of design and color as they apply to screen presentations will be included. This course has the option of a letter grade or pass/no pass. Also listed as CSIS 6 and LIB 6. ADVISORY: CSIS 1 or CSIS 2 or CSIS 3/LIB 3 advised.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40758	DM 6	Online	2.0		1/26/2015 - 3/22/2015		Howell, Jo Anne	27
40766	DM 6	Online	2.0		3/16/2015 - 5/10/2015		Howell, Jo Anne	26

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## DRYWALL-LATHING APPRENTICE

### DRLT 202: Basic Applications

This course is an introduction to basic gypsum wall covering and ceiling applications. Topics include knot recognition and application to rigging on construction job-sites.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40966	DRLT 202	L/L	1.5	07:30 am - 04:30 pm	MTWR 2/2/2015 - 2/5/2015	OFFSTE-CTCNC1	Gonzales, Juan	FULL

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### DRLT 205: Mathematics Review

This course covers mathematics applications to drywall and lathing trades with specific focus on mathematical processes related to construction. Basic topics include whole numbers, fractions, decimal fractions, ratios, proportions, percentages, areas and volumes. This course has the option of a letter grade or pass/no pass.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40976	DRLT 205	L/L	2.0	07:30 am - 04:30 pm	MTWR 3/16/2015 - 3/19/2015	OFFSTE-CTCNC1	Gonzales, Juan	FULL

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### DRLT 212: Doors, Frames, Hardware and Windows

This course covers doors, windows, door and window framing, and exterior wall covering systems. Topics include an introduction to blueprints and building codes. This course has the option of a letter grade or pass/no pass.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40965	DRLT 212	L/L	1.5	07:30 am - 04:30 pm	MTWR 1/26/2015 - 1/29/2015	OFFSTE-CTCNC1	Gonzales, Juan	FULL

### DRLT 220: Blueprint Reading I

This course covers job specifications, blueprint structure and basic blueprint reading and interpretation. Topics include an introduction to construction drawings and sketching. This course has the option of a letter grade or pass/no pass.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40974	DRLT 220	L/L	1.5	07:30 am - 04:30 pm	MTWR 3/9/2015 - 3/12/2015	OFFSTE-CTCNC1	Gonzales, Juan	FULL

### DRLT 221: Blueprint Reading II

This course is a continuation of Blueprint Reading I (DRLT 200). Topics include interpretation, problem solving, correlating specifications, prints, addenda, notes, sections and mathematics used with blueprints. This course has the option of a letter grade or pass/no pass.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40960	DRLT 221	L/L	1.5	07:30 am - 04:30 pm	MTWR 1/12/2015 - 1/15/2015	OFFSTE-CTCNC1	Gonzales, Juan	FULL

### DRLT 222: Applied Blueprint Technology

This course is a continuation of Blueprint Reading II (DRLT 221). Topics include take-offs, material estimates, material requisition, job costs and layout from blueprints. This course has the option of a letter grade or pass/no pass.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40979	DRLT 222	L/L	1.5	07:30 am - 04:30 pm	MTWR 3/30/2015 - 4/2/2015	OFFSTE-CTCNC1	Gonzales, Juan	FULL

### DRLT 240: Commercial Framing Systems and Fire Control

This course covers safety, principles, theory, and application of advanced fire control systems. Topics include principles and applications of partitions and metal framing. This course has the option of a letter grade or pass/no pass.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40967	DRLT 240	L/L	1.5	07:30 am - 04:30 pm	MTWR 2/9/2015 - 2/12/2015	OFFSTE-CTCNC1	Gonzales, Juan	FULL

### DRLT 250: Interior Metal Lath Systems

This course covers materials, principles, theory, and application of lath and plaster interior hollow walls and partitions. Topics include principles, and application of sound control systems and an introduction to mathematics and layout for building arches. This course has the option of a letter grade or pass/no pass.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40971	DRLT 250	L/L	1.5	07:30 am - 04:30 pm	MTWR 2/23/2015 - 2/26/2015	OFFSTE-CTCNC1	Gonzales, Juan	FULL

## ENGLISH

### ENGL 414: English Boot Camp

This immersion course is designed to improve fundamental academic skills in reading, writing, and studying necessary for success in first-year English courses. The course will introduce or review reading and writing strategies, paragraph organization, and vocabulary development. Opportunities for word processing; document formatting; and review of grammar, mechanics, and punctuation are provided. This is a pass/no pass course, and units earned do not count toward the associate degree or certificates.


CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40850	ENGL 414				1/12/2015 - 1/16/2015		STAFF, S	Cancelled

## GUIDANCE

### GUID 6: Life Skills for Higher Education

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

Evaluation and application of academic study methods to achieve subject matter mastery. Development of critical thinking skills, and application of reading, writing, note taking and test taking methods to improve personal strategies. Exploration of personal lifestyle and health factors, including the causes and management of stress, as it relates to academic success. Assessment of academic and career goals, selection of majors, and development of education plans. Topics covered include creative and realistic goal setting, academic and life management, college and community resources, library and Internet use, time management, and techniques to reduce math and science anxiety. This class will address a multitude of cultural learning styles, with emphasis on attaining professional, personal and academic goals in a diverse society. Topics from developmental psychology, learning theory and personality theory. ADVISORY: Eligible for English 250 and English 260.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40307	GUID 6	Online 	2.0		1/2/2015 - 1/22/2015		Marquez, Celia	14
40308	GUID 6				1/2/2015 - 1/23/2015		STAFF, S	Cancelled

### GUID 28: Tutoring Techniques

Transferable: CSU

This course is designed to train students in effective tutoring skills, introduction to how people learn, teaching to modalities, and techniques of working with student anxiety. This course has the option of a letter grade or pass/no pass. ADVISORY: English 250.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40879	GUID 28	Lec	1.0	08:00 am - 05:00 pm	TW 1/13/2015 - 1/14/2015	LI-171	Cribb, Gary	13
GUID 28; Gary Cribb Tutoring class LI 171								

### GUID 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.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40875	GUID 191A	Lec	1.0	09:00 am - 12:35 pm	F 1/30/2015 - 3/6/2015	BU-118	Mendez, Frank	23
40876	GUID 191A	Lec	1.0	09:00 am - 12:00 pm	S 4/11/2015 - 5/16/2015	HOL-3 <i>Above class meets at the Hollister Briggs site.</i>	Mendez, Frank	10

### GUID 210: First Year College Student Seminar

Students will acquaint themselves with college and university requirements, educational alternatives, and strategies for academic success. This will include an orientation to college programs, services, policies and facilities. Students will apply assessment test results, develop an individualized education plan and class schedule, and/or enroll in first semester classes.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40315	GUID 210	Online 	0.5				Tenney, Leslie	5
					This is a 5-week course with log in dates starting 2/2/2015 through 3/2/2015.	2/2/2015 - 3/2/2015		
40318	GUID 210						STAFF, S	Cancelled
					2/9/2015 - 3/9/2015			
40322	GUID 210	Lec	0.5	02:00 pm - 03:30 pm	T	HOL-4	Stewart, Johanna	8
					This course meets five times on the following Tuesdays: 2/3/15, 2/10/15, 2/17/15, 2/24/15 and 3/3/15.	2/3/2015 - 3/3/2015	<i>Above class meets at the Hollister Briggs site.</i>	
40327	GUID 210	Lec	0.5	09:00 am - 10:30 am	S	PB-19	Marquez, Celia	10
					This course meets five times on the following Saturdays: 2/7/15, 2/21/15, 2/28/15, 3/7/15 and 3/14/15 Please note 2/14/15 is a school holiday.	2/7/2015 - 3/14/2015		
40333	GUID 210	Lec	0.5	02:30 pm - 04:00 pm	T	MHG-5	Godley, Jane	5
					This course meets five times on the following Tuesdays: 2/3/15, 2/10/15, 2/17/15, 2/24/15, and 3/3/15	2/3/2015 - 3/3/2015	<i>Above class meets at Morgan Hill Community site.</i>	
40334	GUID 210	Lec	0.5	06:00 pm - 07:30 pm	R	PB-19	Melgarejo, Emanuel	9
					This course meets five times on the following Thursdays: 2/5/15, 2/12/15, 2/19/15, 2/26/15, 3/5/15	2/5/2015 - 3/5/2015		
40336	GUID 210	Lec	0.5	09:45 am - 11:15 am	F	PB-19	Reyes, Simone	7
					This course meets five times on the following Fridays: 2/6/15, 2/20/15, 2/27/15, 3/6/15, and 3/13/15. Please note Friday 2/13/15 is a school holiday.	2/6/2015 - 3/13/2015		
40337	GUID 210	Lec	0.5	09:45 am - 11:15 am	F	LI-171	Zamora, Osvaldo	9
					This course meets 5 times on the following Friday: 2/20/15, 2/27/15, 3/6/15, 3/13/15 and 3/20/15.	2/20/2015 - 3/20/2015		
40886	GUID 210	Lec	0.5	04:30 pm - 06:00 pm	W	PB-19	Christensen, Debbie	6
					This course meets on the following Wednesdays: 2/11, 2/18, 2/25 and 3/4.	2/11/2015 - 3/11/2015		

## JPA FIRE TECHNOLOGY

### JFT 8: Fire Fighter I Academy

Transferable: CSU

This academy includes instruction on basic fire fighting skills, laws and regulations affecting the fire service. The course will provide the student with knowledge and skills to safely perform, under minimal supervision, essential and advanced fire ground tasks, basic rescue, basic fire prevention and fire investigation tasks and to use, inspect, and maintain fire fighting and rescue equipment. Curriculum is intended to provide the minimum required training required for the State of California Fire Marshal in the field of Fire Technology as it relates to firefighters. ADVISORY: Eligible for English 250 and English 420.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40454	JFT 8	L/L	12.0	08:00 am - 05:00 pm	MTWRF 10/13/2014 - 1/16/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL
40455	JFT 8	L/L		06:00 pm - 10:00 pm	F 1/3/2015 - 6/14/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL
	JFT 8	L/L	13.5	07:00 am - 06:00 pm	US 1/3/2015 - 6/14/2015	OFFSTE-SNJOSE	STAFF, S	
41021	JFT 8	L/L	13.5	08:00 am - 05:00 pm	TW 3/16/2015 - 6/12/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL

#### JFT 14: Fire CDF Academy

Transferable: CSU

This course provides a basic firefighter course oriented toward the equipment utilized on CDF engines. Fundamentals of wildland fire control, pumping skills, incident command and techniques of controlling other emergency incidents are covered with a strong safety perspective. The course is structured with a maximum emphasis on demonstration, student application and performance examinations. ADVISORY: Eligible for English 250 and English 420.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40456	JFT 14	L/L	2.0	06:00 am - 02:00 pm	S 12/6/2014 - 1/17/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL

#### JFT 15: CDF Fire Academy Refresher

Transferable: CSU

This is a refresher course for the Basic CDF Firefighter Academy. Returning firefighters must pass the returning firefighter written examination before working on an emergency incident. The subjects are intended to give the Firefighter 1 a basic knowledge which is needed prior to emergency response. Students are required to meet the minimum standard as noted in the behavioral objective for each subject/topic. Candidates for qualification under this course must meet the basic requirements for employment as a CDF Firefighter 1. ADVISORY: Eligible for English 250 and English 420.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
41030	JFT 15	L/L	2.0	06:00 am - 07:00 pm	MTWR 3/30/2015 - 4/6/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL
41032	JFT 15	L/L	2.0	06:00 am - 07:00 pm	MTWRF 4/13/2015 - 4/17/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL
41033	JFT 15	L/L	2.0	06:00 am - 05:00 pm	MTWRF 5/11/2015 - 5/15/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL

#### JFT 17: Emergency Medical Technician


Transferable: CSU

This course is designed to prepare students to render pre-hospital basic life support services, including cardiopulmonary resuscitation, with emphasis on field application, practices, and techniques vital to the interaction of EMT-I personnel with all levels of emergency medical personnel. PREREQUISITE: CPR Emergency Responder ADVISORY: Eligible for English 250 and English 420.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40801	JFT 17						STAFF, S	Cancelled
					10/4/2014 - 12/21/2014			
40994	JFT 17	L/L	5.0	08:00 am - 05:00 pm	US 1/10/2014 - 3/29/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL
41016	JFT 17	L/L	5.0	08:00 am - 05:00 pm	US 4/4/2015 - 6/13/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL

#### JFT 202: I-300 Intermediate Incident Command System

This course consists of five modules developed by the National Wildfire Coordinating Group to train students to manage complex emergency incidents. This course provides more descriptions and details of the organization and operations of the ICS, covers management of resources, describes the duties of all positions including the Air Operations organization, and provides examples of how the essential principles are used in incident event planning. This is a pass/no pass course. PREREQUISITE: Fire Fighter I or equivalent. ADVISORY: I-200, Basic ICS or equivalent.

 Online Classes - To start your course, go to: <https://my.gavilan.edu>. You must login by 11:59 p.m. the 1st day of the course and late adds must login within 24 hours of adding or you may be dropped. For help, email your instructor.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
41008	JFT 202	Lab	0.5	08:00 am - 05:00 pm	MTW 4/6/2015 - 4/8/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL

### JFT 203: I-400 Advanced Incident Command System

This 24 hour Incident Command System course is designed for Chief Officers. Consists of four modules developed by the National Wildfire Coordinating Group to meet the needs of command officers managing complex emergency incidents. Advanced ICS expands upon much of the material covered in the I-300 class. Emphasizes large-scale development; roles and relationships of primary staff, the planning, operational, logistical and fiscal considerations related to large and complex incident and event management. Describes the application of Area Command and the importance of interagency coordination on complex incidents and events. This is a pass/no pass course. PREREQUISITE: I-300, Intermediate ICS or an equivalent working knowledge of ICS. Chief Office rank or Captains who are qualified by their agency to serve as Acting Battalion Chief. ADVISORY: Eligible for English 250 and English 420.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
41009	JFT 203				4/9/2015 - 4/10/2015		STAFF, S	Cancelled

### JFT 205: Fire Continued Professional Training

This course provides training which is required by the California State Fire Marshall to keep firefighters current with new equipment, policies, laws and skills needed to be prepared in the line of duty. This is a pass/no pass course. PREREQUISITE: Graduation from a California State Fire Academy.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
41000	JFT 205	Lab	1.0	05:00 pm - 06:00 pm	MTWRF 3/30/2015 - 6/16/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL
41015	JFT 205	L/L	1.0	08:00 am - 04:00 pm	MTWRF 4/1/2015 - 4/10/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL
41026	JFT 205				5/26/2015 - 6/29/2015		STAFF, S	Cancelled
41031	JFT 205	L/L	2.0	08:00 am - 05:00 pm	MTWRF 4/6/2015 - 4/17/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL

### JFT 215: Fire Officer Supervisor Academy

This is an 80 hour management program designed to teach supervision and management skills to current first line officers in the fire service. Candidates are chosen from amongst eligible supervisors by department administrators. This is a pass/no pass course. PREREQUISITE: Employment with a Fire Department as a full time first line officer. ADVISORY: Eligible for English 250 and English 420.


CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40275	JFT 215	Lec	2.0	08:00 am - 12:00 pm	M 9/8/2014 - 6/15/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL

## JPA LAW ENFORCEMENT

### JLE 100: Basic Police Academy

Transferable: CSU

This 880 - 1080 variable unit course satisfies all minimum required training mandates governed by the Commission on Peace Officer Standards and Training (POST) entry level Peace Officers. The course includes fundamental principles, procedures and techniques of law enforcement, including: Criminal Law, Patrol procedures, Cultural Diversity, Investigative procedures, Report Writing, Defensive Tactics, Firearms, Leadership, Ethics, Community Relations, Police Vehicles Operations, Traffic Enforcement, Accident Investigation and First Aid/CPR. This course is open to those students who meet and satisfy entry requirements including written examination, physical fitness examination, DOJ fingerprint clearance and medical clearance. This course requires significant time commitments and outside course work including uniform preparation, homework assignments and equipment maintenance. PREREQUISITE: 1. POST approved pre-entry English skills assessment examination provided by the Academy. 2. Penal Code Section 13511.5 requires that each applicant for admission to the basic course of training certified by the Commission (including the P.C. 832 course) that includes the carrying and use of firearms, and who is not sponsored by a local or other law enforcement agency, or is not a peace officer employed by the state or local agency, department, or district, shall be required to submit written certification from the Department of Justice that the applicant has no criminal history background which would disqualify him or her, from owning, possessing, or having under his or her control a firearm. 3. Medical clearance by a licensed physician.

 Online Classes - To start your course, go to: <https://my.gavilan.edu>. You must login by 11:59 p.m. the 1st day of the course and late adds must login within 24 hours of adding or you may be dropped. For help, email your instructor.



CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40001	JLE 100	L/L	22.0	08:00 am - 05:00 pm	MTWRF 8/25/2014 - 2/20/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL
40448	JLE 100	L/L	22.0	08:00 am - 05:00 pm	MTWRF 10/14/2014 - 4/10/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL
40449	JLE 100	L/L	22.0	08:00 am - 05:00 pm	MTWRF 11/3/2014 - 5/1/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL
40912	JLE 100	L/L	22.0	08:00 am - 05:00 pm	MTWRF 1/15/2015 - 6/30/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL
40989	JLE 100	L/L	22.0	08:00 am - 05:00 pm	MTWRF 1/15/2015 - 6/30/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL

### JLE 102: Police Supervisor Course

Transferable: CSU

This course emphasizes the basic elements of supervision and how they may be applied to police work. Essentials of good leadership and understanding of the basic needs of human beings as well as ways to stimulate subordinates to better performance are the contents of the course. This is a pass/no pass course. ADVISORY: JLE 100

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40981	JLE 102	L/L	2.0	08:00 am - 05:00 pm	MTWRF 1/26/2015 - 2/6/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL

### JLE 110: CIT Academy

Transferable: CSU

This course will provide students with the proper techniques for safe and secure contact, detainment and transport of individuals with mental disorders (Welfare and Institution Code section 5150) to appropriate designated mental health facilities. This is a pass/no pass course. ADVISORY: JLE 100

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40863	JLE 110	L/L	1.0	06:00 pm - 08:50 pm	T 11/11/2014 - 2/24/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL
41017	JLE 110	L/L	1.0	07:00 am - 06:00 pm	MTWR 3/2/2015 - 3/5/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL
41018	JLE 110	L/L	1.0	08:00 am - 05:00 pm	TWRF 5/26/2015 - 5/29/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL

### JLE 111: Background Investigation

Transferable: CSU

This course is designed to give students the skills necessary to become an accomplished Background Investigator. This course applies the fundamentals of background investigation, interviewing, the use of psychological screening, polygraphs, legal aspects of background investigation, and verbal/non-verbal communication. This course is certified by POST. PREREQUISITE: POST Certificate or Equivalent, Valid California Driver's License.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
41002	JLE 111	L/L	0.5	08:00 am - 05:00 pm	MTWR 4/20/2015 - 4/24/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL
	JLE 111	L/L		08:00 am - 12:00 pm	F 4/20/2015 - 4/24/2015	OFFSTE-SNJOSE	STAFF, S	
41004	JLE 111	Lec	0.5	08:00 am - 05:00 pm	MTWR 6/8/2015 - 6/12/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL
	JLE 111	Lec		08:00 am - 12:00 pm	F 6/8/2015 - 6/12/2015	OFFSTE-SNJOSE	STAFF, S	

41010	JLE 111	L/L	0.5	08:00 am - 12:30 pm	MTWR 2/2/2015 - 2/12/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL
41014	JLE 111	L/L	0.5	08:00 am - 12:30 pm	MTWRF 3/23/2015 - 4/2/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL
41027	JLE 111	L/L	0.5	08:00 am - 12:00 pm	MTWRF 6/1/2015 - 6/12/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL

### JLE 112: Sexual Assault

Transferable: CSU

The course is a balance between a police officer's duties in handling sexual assault cases and being sensitive and aware of the victim's needs. Attention is given to the psychological as well as physical trauma a rape victim encounters. The legal aspects of the case will also be emphasized. This is a pass/no pass course. ADVISORY: JLE 100

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
41001	JLE 112	Lec	0.5	08:00 am - 01:00 pm	MTWR 4/13/2015 - 4/17/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL
	JLE 112	Lec		08:00 am - 12:00 pm	F 4/13/2015 - 4/17/2015	OFFSTE-SNJOSE	STAFF, S	

### JLE 114: Child Abuse Investigations

Transferable: CSU

An intensive study in causes, recognition, identification of abuse, neglect and sexual exploitation of children. Emphasis will be placed on laws, procedure of handling cases, effective interviewing/investigative techniques and action/referral. This is a pass/no pass course. ADVISORY: JLE 100

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
41011	JLE 114	L/L	0.5	08:00 am - 01:00 pm	MTWR 3/16/2015 - 3/20/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL
	JLE 114	L/L		08:00 am - 12:00 pm	F 3/16/2015 - 3/20/2015		STAFF, S	

### JLE 136: Firearms Instructor Training

Transferable: CSU

Designed for the experienced firearms person who wants to qualify for rangemaster. Students must supply equipment and ammunition. The course is P.O.S.T. certified. This is a pass/no pass course. Units earned in this course do not count toward the associate degree and/or certain certificate requirements. ADVISORY: JLE 100

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
41029	JLE 136				6/15/2015 - 6/26/2015		STAFF, S	Cancelled

### JLE 140: Special Weapons and Tactics (SWAT)

Transferable: CSU

This Special Weapons and Tactics (SWAT) course is designed to provide the student with current tactics and techniques associated with planning, entries, searching, and evacuating in high risk police actions. Topics include tactical movements and entries, hostage situations, tactical assaults. Multi-weapon use, sniper tactics, combat tactics, and use of gas masks and other personal protective equipment. This is a pass/no pass course. ADVISORY: JLE 100 or possess POST basic training certificate to qualify for peace officer status.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40807	JLE 140	L/L	1.0	08:00 am - 05:00 pm	R 12/11/2014 - 6/11/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL

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**JLE 143: Basic Police Academy Modular, Level II**

Transferable: CSU

This course is certified by the commission on Peace Officer Standards and Training (POST) and meets the content and hour requirements established by POST for Level II Reserve Peace Officers. This course combined with Level I and Level III certificates meet the regular basic academy requirements. (280 hours) PREREQUISITE: Completion of POST Basic Police Academy Modular Level III course Completion of POST Level II course entry requirements Medical insurance Valid California drivers license DOJ clearance per Penal Code 13511.5

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40995	JLE 143	L/L	7.5	06:00 pm - 10:20 pm	TWR 1/27/2015 - 5/14/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL
	JLE 143	L/L		08:00 am - 05:00 pm	S 1/27/2015 - 5/14/2015	OFFSTE-SNJOSE	Cushing, Steve	

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**JLE 152: Skills and Knowledge**

Transferable: CSU

This course offers in-service training curriculum, on an ongoing basis, for public safety personnel attending annual updates, re-certification or remediation, and assorted legal skills-related seminars mandated by the Commission on Peace Officer Standards and Training, the State Board of Corrections Standards in Training for Corrections and the Office of the State Fire Marshal on an ongoing basis. This is a pass/no pass course. ADVISORY: JLE 100

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
41025	JLE 152	L/L	0.5	08:00 am - 05:00 pm	TWR 3/31/2015 - 4/2/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL

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**JLE 154: Instructor Development Techniques**

Transferable: CSU

The goal of this course is to prepare the experienced law enforcement officer to be an effective instructor for his agency. The course focuses on principles of learning, the police officer as an adult learner, determining training needs, and defining instructional objectives. The student will become familiar with effective communication and teaching strategies and will make presentations using lesson plans, visual support materials, and contemporary teaching techniques. The contents of this course can be applied to the beginning or experienced instructor of law enforcement topics. This is normally conducted as a 40-hour course. This is a pass/no pass course. ADVISORY: JLE 100

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
41006	JLE 154	L/L	1.0	08:00 am - 05:00 pm	MTWRF 2/23/2015 - 2/27/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL
41007	JLE 154	L/L	1.0	08:00 am - 05:00 pm	MTWRF 4/6/2015 - 4/10/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL

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**JLE 155: Officer Safety/Field Tactics**

Transferable: CSU

This course focuses on officer safety tactics and skills including basic field techniques of officer safety, defensive driving, firearms, arrest and control techniques and physical fitness. The course will examine contemporary and safe techniques, legal mandates and new laws relative to each topic.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
41020	JLE 155	L/L	0.5	08:00 am - 05:00 pm	TW 2/24/2015 - 2/25/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL

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**JLE 156: Homicide Investigation**

Transferable: CSU

A course to train investigators in the highly specialized field of Homicide Investigation. It will cover the legal aspects of death investigation, homicide crime scene procedures, autopsy, psychological profiling, criminal psychology, laboratory work, gunshots, asphyxia, drowning, burning, cutting, and stabbing, and interviewing techniques. ADVISORY: JLE 100

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
41003	JLE 156	Lec	1.0	08:00 am - 12:00 pm	MTWRF 4/20/2015 - 5/1/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL
41012	JLE 156	Lec	1.0	08:00 am - 01:00 pm	MTWRF 2/2/2015 - 2/12/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL
41013	JLE 156	Lec	1.0	08:00 am - 12:00 pm	MTWRF 3/9/2015 - 3/20/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL

### JLE 157: Firearms Update

Transferable: CSU

This 16-40 hour variable course will provide students with instruction on tactical firearms and lethal force required by P.O.S.T. The course consists of hands-on practical skills training. Emphasis is on safety, knowledge of weapons and manipulative skills training. PREREQUISITE: Completion of POST Basic Academy or Equivalent.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
41028	JLE 157				6/15/2015 - 6/16/2015		STAFF, S	Cancelled
41034	JLE 157	L/L	0.5	07:00 am - 08:00 pm	MT 6/8/2015 - 6/9/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL

### JLE 158: Canine Update

Transferable: CSU

Students will learn basic and advanced techniques to properly develop K-9 performance and problem solving. The student will also learn the proper use of hard and soft sleeves, hidden sleeve, muzzle, and bite suit. The student will also learn safety techniques in working with Law Enforcement K-9s. This is a pass/no pass course.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40806	JLE 158	L/L	2.0	08:00 am - 05:00 pm	US 11/6/2014 - 6/11/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL
40914	JLE 158	L/L	3.0	08:00 am - 05:00 pm	UMTWRFs 10/27/2014 - 6/15/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL

### JLE 164: Crime Scene Investigation

Transferable: CSU

This course is designed for students who desire an introduction to the basic tasks and responsibilities of an Evidence Technician. Students will be provided with the basic knowledge and skills needed to identify, process, collect and preserve various types of physical evidence. This is a pass/no pass course. PREREQUISITE: POST Basic Certificate or Equivalent.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40983	JLE 164	L/L	1.0	08:00 am - 05:00 pm	MTWRF 1/26/2015 - 1/30/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL
40985	JLE 164	L/L	1.0	08:00 am - 05:00 pm	MTWRF 4/20/2015 - 4/24/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL

### JLE 166: Crime Scene and Forensic Photography

Transferable: CSU

This course provides the student with extensive knowledge and practical experience pertinent to crime scene and forensic photography of physical evidence, and latent prints found or developed on evidence. Equipment and procedures pertinent to crime scene and forensic photography and the detection and preservation of physical evidence will also be covered. Additional topics included in this course are: the proper selection of cameras, lenses, tripods, films, filters, specialized lighting techniques and high energy forensic lights. This is a pass/no pass course.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40984	JLE 166	L/L	0.5	08:00 am - 05:00 pm	TWR 3/10/2015 - 3/12/2015	OFFSTE-SNJOSE	STAFF, S	FULL

### JLE 175: Basic Public Safety Dispatcher Academy

Transferable: CSU

This 120 hour Basic Course satisfies the Commission on Peace Officers Standards and Training (POST) minimum training requirements for entry level dispatchers. The course also prepares each student for the fundamental principles, procedures, techniques, and duties of a public safety dispatcher within the law enforcement agency including: Ethics and Professionalism, Criminal Justice System, Workplace Communication, Telephone Technology and Procedures, Missing Persons, Domestic Violence, Community Policing, Cultural Diversity, Law enforcement Technologies, Radio Technologies and Procedures, Critical Incidents, and an overview of many other aspects of public safety. ADVISORY: Eligible for English 250 and English 420

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40906	JLE 175	L/L	3.0	08:00 am - 05:00 pm	MTWRF 2/17/2015 - 3/9/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL
40980	JLE 175	L/L	3.0	07:00 am - 06:00 pm	MTWRF 1/20/2015 - 2/6/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL
40986	JLE 175	L/L	3.0	07:00 am - 06:00 pm	MTWRF 4/27/2015 - 5/15/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL
40991	JLE 175	L/L	3.0	08:00 am - 05:00 pm	MTWRF 2/17/2014 - 3/9/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL

### JLE 176: Basic Public Safety Dispatcher - Update

Transferable: CSU

This variable unit course is designed to provide necessary and required continuing professional training to public safety dispatchers as required by The Commission on Peace Officers Standards and Training (POST). Students will learn radio procedures, radio systems, telephone procedures, legal updates and emergency dispatching techniques. ADVISORY: Eligible for English 250 and English 420

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40905	JLE 176	L/L	5.0	08:00 am - 05:00 pm	MTWRF 1/20/2015 - 2/25/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL
40907	JLE 176				8/25/2014 - 6/30/2015		STAFF, S	Cancelled
40910	JLE 176	L/L	5.0	08:00 am - 05:00 pm	MTWRF 3/10/2015 - 4/14/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL
40913	JLE 176				10/27/2014 - 6/10/2015		STAFF, S	Cancelled
40990	JLE 176	L/L	5.0	08:00 am - 05:00 pm	MTWRF 1/20/2014 - 2/25/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL
40992	JLE 176	L/L	5.0	08:00 am - 05:00 pm	MTWRF 3/10/2015 - 4/14/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL

### JLE 185: Field Training Program

Transferable: CSU

The Field Training Program is designed to provide a training continuum which integrates the acquired knowledge and skills from the Regular Basic Police Academy with the practical application of law enforcement services. This 80-960 hour variable course is certified by Peace Officers Standards and Training (POST). PREREQUISITE: POST Basic Certificate or Equivalent. Valid California Driver's License. Penal Code Section 13511.5 requires that each applicant for admission to the basic course of training certified by the Commission (including the P.C. 832 course) that includes the carrying and use of firearms, and who is not sponsored by a local or other law enforcement agency, or is not a peace officer employed by a state or local agency, department, or district, shall be required to submit written certification from the Department of Justice that the applicant has no criminal history background which would disqualify him or her, from owning, possessing, or having under his or her control a firearm.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40996	JLE 185	Lab	12.0	08:00 am - 05:00 pm	MTWRF 1/5/2015 - 6/26/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL
40997	JLE 185	Lab	3.0	08:00 am - 05:00 pm	MTWRF 1/6/2015 - 2/19/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL
41005	JLE 185	Lab	9.0	08:00 am - 05:00 pm	MTWRF 1/5/2015 - 5/14/2015	OFFSTE-SNJOSE	Cushing, Steve	FULL
41024	JLE 185				2/5/2015 - 6/30/2015		STAFF, S	Cancelled

## KINESIOLOGY

### KIN 61A: Swim for Fitness - Level 1

Transferable: CSU, UC; CSU-GE:E1, GAV-GE:E1

Designed to develop endurance and improve swimming skills in order to work on one's cardiovascular fitness. Includes use of the dolphin kick and alternate breathing. Intermediate swimming ability is recommended. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 61. Courses should be taken in sequential order.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40515	KIN 61A				3/24/2015 - 5/22/2015		STAFF, S	Cancelled

### KIN 61B: Swim for Fitness - Level 2

Transferable: CSU, UC; CSU-GE:E1, GAV-GE:E1

Designed to improve endurance in order to maintain one's cardiovascular fitness. Includes use of streamlining and flip turns. Intermediate swimming ability is recommended. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 61. Courses should be taken in sequential order.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40516	KIN 61B				3/24/2015 - 5/22/2015		STAFF, S	Cancelled

### KIN 61C: Swim for Fitness - Level 3

Transferable: CSU, UC; CSU-GE:E1, GAV-GE:E1

Designed to provide the student with a lap swimming experience to maintain their physical fitness. Intermediate swimming ability is recommended. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 61. Courses should be taken in sequential order.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40517	KIN 61C				3/24/2015 - 5/22/2015		STAFF, S	Cancelled

## LIBRARY

### LIB 3: Research Skills

Transferable: CSU

Research and evaluation skills using the Internet and other electronic resources, as well as traditional printed materials. Also listed as CSIS 3. This course has the option of a letter grade or pass/no pass. ADVISORY: Eligible for English 250 and 260.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40008	LIB 3	Online	2.0		1/26/2015 - 3/22/2015		Sargent, Aloha	21

### LIB 6: Web Page Authoring I

Transferable: CSU; GAV-GE:E2

A introduction to using Hypertext Mark-Up Language (HTML) and Extensible HTML (XHTML) to create web pages which can be uploaded and displayed on the World Wide Web. Students will use HTML/XHTML to create web pages with text in various sizes and colors, links to other sites, background color or patterns, graphics, tables, and mailto links. Principles of design and color as they apply to screen presentations will be included. This course has the option a letter grade or pass/no pass. Also listed as CSIS 6 and DM 6. ADVISORY: CSIS 1 or CSIS 2 or CSIS/LIB 3 advised.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40764	LIB 6	Online	2.0		1/26/2015 - 3/22/2015		Howell, Jo Anne	29
40769	LIB 6	Online	2.0		3/16/2015 - 5/10/2015		Howell, Jo Anne	30

### LIB 99: Research Skills for English 1A

Transferable: CSU

This course develops information competency skills as defined by the Academic Senate for CA Community Colleges. It is designed to be integrated with English 1A curriculum, so that these skills are developed in a meaningful context. It includes lessons and activities related to understanding the research process; developing a research question and a research strategy; taking notes for research; general principles of searching; effective use of the library catalog and online databases; finding and evaluating internet sources; citing sources; and creating an annotated bibliography. ADVISORY: This course will be part of a Learning Community. This course will be paired with specific sections of ENGL 1A.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40013	LIB 99	Lec	1.0	11:20 am - 12:20 pm	F	LI-171	Achterman, Douglas	9
This class is part of a learning community. If you enroll you must also enroll in ENGL 1A #40028					1/26/2015 - 5/1/2015			
	LIB 99	Online			1/26/2015 - 5/1/2015		Achterman, Douglas	

### LIB 140: Online Health Research

Transferable: CSU

A beginning course on how to find reliable and current health-related information, using the Internet and other electronic resources. This course is also listed as AH 140.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40767	LIB 140	Online	2.0		3/16/2015 - 5/22/2015		Sargent, Aloha	21

## MATHEMATICS

### MATH 414: Math Boot Camp 1

A remedial mathematics course designed for those students who need to learn, re-learn, or re-fresh the fundamental concepts of math. The primary emphasis is on whole numbers, fractions, decimals, signed numbers, linear equations, and algebraic structures. This course is a pass/no pass course. Units earned in this course do not count toward the associate degree and/or certain certificate requirements.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40375	MATH 414	Lec	2.0	09:00 am - 03:30 pm	MTWRF 1/12/2015 - 1/16/2015	MA-101	Dachkova, Elena	2

### MATH 415: Math Boot Camp 2

A remedial mathematics course designed for those students who need to learn, or re-learn the fundamental concepts of math. The primary emphasis is on algebraic expressions, linear/quadratic equations and applications, polynomials, graphing, and functions. This is a pass/no pass course. Units earned in this course do not count toward the associate degree and/or certain certificate requirements.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40376	MATH 415	Lec	2.0	09:00 am - 03:30 pm	MTWRF 1/12/2015 - 1/16/2015	MA-102	Reuschling, Paula	11

## PHYSICAL EDUCATION - ADAPTED

### APE 534: Adapted Aquatic Exercise

Designed to help individuals who by the nature of their disability such as wheelchair use, back injury, cardiovascular impairment, multiple sclerosis or other disabling condition require a specific aquatic exercise program that will contribute to their physical fitness. May be repeated as necessary based on measurable progress as documented in the student's educational contract. This is a pass/no pass course.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40267	APE 534	Lab	0.5	08:20 am - 10:20 am	MTWRF 1/2/2015 - 1/22/2015	GY-POOL	Sato, Karen	FULL

### APE 536: Adapted Physical Education

An individualized program of adaptive physical education activities designed to meet the needs of students with physical disabilities. Develops an appreciation of physical activity as a regular planned contribution to one's overall fitness. May be repeated as necessary based on measurable progress as documented in the student's educational contract. This is a pass/no pass course.


CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40269	APE 536	Lab	0.5	10:30 am - 12:30 pm	MTWRF 1/2/2015 - 1/22/2015	APE-108	Sato, Karen	16

## THEATRE ARTS

### THEA 20: Introduction to Scriptwriting

Transferable: CSU; CSU-GE:C1

An introductory course on script development and writing for film, television and electronic media. Emphasis on preparing scripts in proper formats, conceptual and stylistic issues related to writing fiction and non-fiction scripts. This course has the option of a letter grade or pass/no pass. ADVISORY: English 250

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40647	THEA 20	Online 	3.0		3/16/2015 - 5/22/2015		Richards, Grant	4

## VOCATIONAL PREP - DISABILITY



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## AE 600: Vocational Training I

Pre-vocational skills for adults with impaired cognitive functioning. Entry level work preparation is emphasized. Skills taught include basic work routine orientation, communication skills, job ability assessment, and self-management skills.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40163	AE 600	Lab				LI-117	Boeding, Brooke	52
Open Entry/Open Exit.					1/2/2015 - 6/30/2015			
40164	AE 600	Lab				OFFSTE-HOPEG	Brown, Cheryl	13
HOPE Services, 8855 Murray Ave., Gilroy. Open Entry/Open Exit.					1/2/2015 - 6/30/2015			
	AE 600	Lab				OFFSTE-HOPEG	Merrill, Tamara	13
HOPE Services, 8855 Murray Ave., Gilroy. Open Entry/Open Exit.					1/2/2015 - 6/30/2015			
40165	AE 600	Lab				OFFSTE-HOPEH	Brown, Cheryl	12
HOPE Services, 650 San Benito St. Suite #120, Hollister. Open Entry/Open Exit.					1/2/2015 - 6/30/2015			

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## AE 602: Vocational Training III

Practical training and on-the-job work experience for students with disabilities. This course also provides preparation for entry level employment utilizing a number of work alternatives and settings.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40171	AE 602	Lab				OFFSTE-HOPEH	Brown, Cheryl	32
HOPE Services, 650 San Benito St. Suite #120, Hollister. Open Entry/Open Exit.					1/2/2015 - 6/30/2015			
40172	AE 602	Lab				LI-117	Boeding, Brooke	28
Open Entry/Open Exit.					1/2/2015 - 6/30/2015			
40173	AE 602	Lab				OFFSTE-HOPEG	Merrill, Tamara	7
HOPE Services, 8855 Murray Dr., Gilroy. Open Entry/Open Exit.					1/2/2015 - 6/30/2015			
	AE 602	Lab				OFFSTE-HOPEG	Brown, Cheryl	7
HOPE Services, 8855 Murray Dr., Gilroy. Open Entry/Open Exit.					1/2/2015 - 6/30/2015			

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## DRYWALL-LATHING APPRENTICE

### DRLT 200: Introduction to the Trade

This course is an introduction to drywall/lathing apprenticeship, state and federal apprenticeship laws, apprenticeship record keeping, apprentice evaluation procedures, general safety, work ethic, sexual harassment issues, and basic tools of the trade.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40962	DRLT 200	Lec	2.0	07:30 am - 04:30 pm	TWRF 1/20/2015 - 1/23/2015	OFFSTE-CTCNC1	Gonzales, Juan	FULL

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## ALLIED HEALTH (NURSING)

### AH 793: Personal and Career Development

A wide variety of lectures on general themes offered to students throughout the academic year who want short-formatted content to augment their personal, academic and career development. General themes to be explored are: Communication, Interpersonal Skills, Pre-employment, Decision-Making, Financial Literacy, Career and Personal Development and Self-Management with Nutrition. This noncredit course is a combination of lecture, self-assessments, group activities and individual modules.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40797	AH 793	Online					Sweeney, Susan	86
This is for Susan Sweeney's CalWorks students online.					1/26/2015 - 5/22/2015			
40845	AH 793	Lab		04:00 pm - 05:30 pm	R	SS-203	Lopez, Janet	6
This is a class for MESA/TRIO students.					2/19/2015 - 4/23/2015			
40846	AH 793	Online					Gutierrez, Annette	19
This is a CalWorks only class.					3/30/2015 - 4/3/2015			
40847	AH 793	Online					Gutierrez, Annette	100
This is a CalWorks only class.					5/26/2015 - 6/5/2015			
40959	AH 793	Online					Gutierrez, Annette	6
This class is for the CalWorks students and is held online only.					1/2/2015 - 1/22/2015			

## ENGLISH

### ENGL 756: GED Preparation

This course is designed to prepare the student to pass the five General Education Development (GED) tests in Writing, Social Studies, Science, Literature and Mathematics. English grammar and usage, reading comprehension, writing, vocabulary and computational skills are emphasized. The course is designed for students who are 18 years of age or older and elect to take the High School Equivalency Examination. This course may be repeated three times.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40790	ENGL 756	Lab		08:30 am - 12:30 pm	S	HOL-5	Gonzales-Ramirez, Beatrice	FULL
					1/26/2015 - 5/22/2015	Above class meets at the Hollister Briggs site.		
	ENGL 756	Lab		01:00 pm - 05:00 pm	S	HOL-5	STAFF, S	
					1/26/2015 - 5/22/2015	Above class meets at the Hollister Briggs site.		
40793	ENGL 756	Lab		08:30 am - 12:30 pm	S	HOL-4	Quintana, Manuel	FULL
					1/26/2015 - 5/22/2015	Above class meets at the Hollister Briggs site.		
	ENGL 756	Lab		01:00 pm - 05:00 pm	S	HOL-4	STAFF, S	
					1/26/2015 - 5/22/2015	Above class meets at the Hollister Briggs site.		
40794	ENGL 756	Lab		08:30 am - 12:30 pm	MW	OFFSTE-CTC2	Dunham, Judith	30
This class meets at the Gavilan College Computer Technology Center of Murray in Room 2.					3/16/2015 - 5/22/2015			

## ENGLISH AS A SECOND LANGUAGE

### ESL 702A: ESL Citizenship

This course is designed for second language learners that want to prepare for the United States Citizenship test given by the Department of Immigration and U. S. Naturalization Services. The focus will be on communicative English skills and knowledge of American History and Government required for passing the test to become a citizen of the United States. Readings are at the high-beginning/low-intermediate ESL level and will focus on the historical period beginning in the 1600's on through to 1980.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40716	ESL 702A	Lec		06:00 pm - 09:00 pm	T	HOL-6	McMullen, David	2
					1/26/2015 - 5/22/2015	Above class meets at the Hollister Briggs site.		
40729	ESL 702A	Lec		06:00 pm - 07:30 pm	TR	OFFSTE-STF1	Avila, Sara	42
This class meets at St. Francis Building on Church Street in Gilroy.					1/26/2015 - 5/22/2015			
40735	ESL 702A	Lec		09:00 am - 12:00 pm	S	MHG-8	Yu-Costa, Ellen	5
					1/26/2015 - 5/22/2015	Above class meets at Morgan Hill Community site.		

## ESL 704A: ESL for the Workplace

This is part A of a content-based integrated skills course for ESL students who want to prepare for immediate entry into the job force. Students expand their language skills within the realm of the work world and specific vocational career of interest while also developing the soft skills needed in the workplace. This course is a combination of lecture, lab, and self-paced instruction. This course may be repeated three times.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40803	ESL 704A	Lab		09:00 am - 11:30 am	TRF	OFFSTE-CTC1	Howell, John	21
					This class takes place at the Gavilan Computer Technology Center, Room 1, on Murray Avenue in Gilroy.		1/26/2015 - 5/22/2015	
40804	ESL 704A	Lab		06:00 pm - 09:00 pm	TR	OFFSTE-CTC1	Vargas-Padilla, Miriam	22
					This class meets at the Gavilan Computer Technology Center, Room 1, on Murray Avenue in Gilroy.		1/26/2015 - 5/22/2015	

## ESL 775: ESL Literacy I

This is a pre-ESL survival course that is designed for students with very limited reading/writing skills. The focus is on letter formation, sight-sound recognition and decoding skills. ADVISORY: Placement by the CASAS test.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40787	ESL 775	Lec		08:30 am - 11:00 am	TR	OFFSTE-LLC	Yu-Costa, Ellen	16
					This class meets at the Learning and Loving Center in Morgan Hill.		1/26/2015 - 5/22/2015	
40788	ESL 775	Lec		09:50 am - 12:20 pm	TR	HOL-3	Douglas, Kimberly	FULL
					This class meets in the San Benito County Library in Hollister.		1/26/2015 - 5/22/2015	
40800	ESL 775	Lec		05:30 pm - 08:30 pm	F	HOL-6	Rodriguez-Juarez, Martin	FULL
					1/26/2015 - 5/22/2015		Above class meets at the Hollister Briggs site.	
	ESL 775	Lec		09:00 am - 11:00 am	S	HOL-6	STAFF, S	FULL
					1/26/2015 - 5/22/2015		Above class meets at the Hollister Briggs site.	

## ESL 784: NC ESL Lifeskills 1A

This is the first course in a series of English classes for students with very little oral or written English competency. It will give students basic vocabulary and familiarity in life skill areas such as family, food, health, and occupations to manage in the real world. This course emphasizes oral communication and integrates listening, speaking, reading and writing. ADVISORY: Placement into ESL Level 1 by the CASAS placement test.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40743	ESL 784	Lec		09:00 am - 12:00 pm	MF	OFFSTE-SBCL	Manson, Holly	FULL
					This class is held at the San Benito County Library in Hollister.		1/26/2015 - 5/22/2015	
					Above class meets at the Hollister Briggs site.			
40750	ESL 784	Lec		05:30 pm - 07:30 pm	MWF	OFFSTE-CALAVRD1	Villicana, Jesus	23
					This class is held at Calaveras Elementary School in Hollister.		1/26/2015 - 5/22/2015	
40752	ESL 784	Lec		06:30 pm - 09:30 pm	MW	MHG-10	Bowles Hasbany, Lynn	1
					1/26/2015 - 5/22/2015		Above class meets at Morgan Hill Community site.	
40753	ESL 784	Lec		08:30 am - 11:30 am	MW	OFFSTE-GLEN	ElKassed, Celise	16
					This class is held at Glenview Elementary School and meets in the Library.		1/26/2015 - 5/22/2015	
40759	ESL 784	Lec		05:00 pm - 08:00 pm	MW	OFFSTE-ELIOTLIB	Rodriguez-Juarez, Martin	FULL
					This class is held at Eliot Elementary in Gilroy, CA. Library Room		1/26/2015 - 5/22/2015	
40760	ESL 784	Lec		06:00 pm - 09:00 pm	MW	OFFSTE-SJBB-5	Swim, Greg	15
					This class is at San Juan School in San Juan Bautista, CA.		1/26/2015 - 5/22/2015	

40761	ESL 784	Lec		06:00 pm - 09:00 pm	TR	OFFSTE-SUNNY15	Rodriguez-Juarez, Martin	5
This class is at Sunnyslope Elementary in Hollister, Rm. TBA					1/26/2015 - 5/22/2015			
40828	ESL 784	Lec		09:00 am - 12:00 pm	MW	OFFSTE-CTC1	Vargas, Nellie	20
This class is held at the Gavilan College Computer Technology Center of of Murray in Gilroy.					1/26/2015 - 5/22/2015			
41019	ESL 784	Lec		05:00 pm - 08:00 pm	MW	OFFSTE-ELIOT112	Douglas, Kimberly	9
This class is being held at Eliot Elementary in Gilroy, CA. Room 112					3/2/2015 - 5/22/2015			
41023	ESL 784	Lec		06:00 pm - 09:00 pm	TR	OFFSTE-PALIBRARY	Douglas, Kimberly	17
This class is being taught at P.A. Walsh Elementary School Address: 353 W. Main Ave., Morgan Hill, CA 95037 Room: Library					3/17/2015 - 5/22/2015			

## ESL 786: NC ESL Fundamentals 2A

This is the third course in a series of English classes for students with little oral or written English competency. Through listening, speaking, reading and writing activities, students learn to use grammatical structures of English with increasing accuracy while gaining basic life skills. This course begins to prepare students for transfer into the ESL credit program. ADVISORY: Placement into ESL Level 3 by the CASAS placement test.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40762	ESL 786	Lec		09:00 am - 12:00 pm	TR	MHG-3	Bowles Hasbany, Lynn	10
					1/26/2015 - 5/22/2015		Above class meets at Morgan Hill Community site.	
40763	ESL 786	Lec		06:00 pm - 09:00 pm	MW	OFFSTE-CTC3	Howell, John	34
This class meets at the Computer Technology Center, Room 3, on Murray Avenue in Gilroy.					1/26/2015 - 5/22/2015			
40783	ESL 786	Lec		09:00 am - 12:00 pm	TR	OFFSTE-CTC3	Dunham, Judith	FULL
This class takes place at the Gavilan Computer Technology Center in Room 1 on Murray Ave in Gilroy. Judith Dunham will take over the class on 3/16/15					1/26/2015 - 5/22/2015			
40784	ESL 786	Lec		07:30 pm - 09:30 pm	MWF	OFFSTE-CALAVRD1	Villicana, Jesus	27
This class meets at Calaveras Elementary in Hollister. Room D1					1/26/2015 - 5/22/2015			
40785	ESL 786	Lec		06:00 pm - 09:00 pm	M	HOL-6	ElKassed, Celise	7
					1/26/2015 - 5/22/2015		Above class meets at the Hollister Briggs site.	
	ESL 786	Lec		06:00 pm - 09:00 pm	R	HOL-3	ElKassed, Celise	7
					1/26/2015 - 5/22/2015		Above class meets at the Hollister Briggs site.	

## ESL 787: NC ESL Fundamentals 2B


This is the fourth course in a series of English classes for students with little oral or written English competency. Through listening, speaking, reading and writing activities, students will learn to use grammatical structures of English with increasing accuracy while gaining basic life skills. This course prepares students for transfer into the ESL credit program ADVISORY: Placement in ESL Level 4 by the CASAS placement test.


CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40786	ESL 787	Lec		09:00 am - 12:00 pm	MW	OFFSTE-CTC3	Gane, Caroline	FULL
This class meets at the Gavilan College Computer Technology Center on Murray Ave in Gilroy; in Room 3.					1/26/2015 - 5/22/2015			

## GUIDANCE

### GUID 700: Online Basic Academic Skills

This course is designed for elementary students who want to improve their basic academic skills through the use of appropriate online software. The online program is a comprehensive resource for diagnosing and remediating students' basic skill. Modules include: Reading (Comprehension and Vocabulary), Language Arts, Math, Science, and Writing. Course content is based on individual student need. This course may be repeated.


 Online Classes - To start your course, go to: <https://my.gavilan.edu>. You must login by 11:59 p.m. the 1st day of the course and late adds must login within 24 hours of adding or you may be dropped. For help, email your instructor.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40849	GUID 700	Online 			1/26/2015 - 5/22/2015		Maringer-Cantu, Jane	67

## LIBRARY


### LIB 732: Introduction to Online Gavilan

Introduction to the online classes and student services at Gavilan College. This course will show students how to log into their online courses, find lectures, assignments and exams, take part in online class discussions, submit attachments, and view their grades. The course will also cover all the online student services available to the distant student, including counseling, library resources, records and grades, financial aid, tutoring and technical support.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40848	LIB 732	Online 			1/26/2015 - 5/22/2015		Lawrence, Sabrina	1429




### LIB 736: Library Research: Develop a Topic

Designed for entry-level students, this introductory course provides bite-sized exercises using a variety of library sources to show effective methods for developing quality research papers. These include brainstorming a topic, concept mapping, evaluating the validity of a topic for a paper, finding supporting evidence for a thesis statement, making effective use of evidence from online and print sources and established citation style rules regarding use published materials.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40982	LIB 736	Online 			1/26/2015 - 5/22/2015		Sargent, Aloha	45


### LIB 740: Information Competency for Nursing Assistants

Online information competency modules that step through the process of finding and evaluating online health resources. These tutorials are paced with AH 180 (Fundamentals of Nursing - Convalescent).

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40821	LIB 740	Online 			2/10/2015 - 3/9/2015		Howell, Jo Anne	186
40822	LIB 740	Online 			2/10/2015 - 3/9/2015		Howell, Jo Anne	85
40823	LIB 740	Online 			2/10/2015 - 3/9/2015		Howell, Jo Anne	87

### LIB 741: Information Competency for the Life Cycle

Online information competency modules that step through the process of finding and evaluating online health resources. These tutorials are paced with AH3 (The Person in the Life Cycle).

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats
40825	LIB 741	Online 			2/10/2015 - 3/9/2015		Howell, Jo Anne	73

40826	LIB 741	Online						Howell, Jo Anne	69
<i>2/10/2015 - 3/9/2015</i>									

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### LIB 742: Information Competency for Nutrition

Online information competency modules that step through the process of finding and evaluating online health resources. These tutorials are paced with AH11 (Nutrition).

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats	
40829	LIB 742	Online					Howell, Jo Anne	73	
<i>2/9/2015 - 3/8/2015</i>									
40830	LIB 742	Online					Howell, Jo Anne	74	
<i>2/9/2015 - 3/8/2015</i>									
40831	LIB 742	Online					Howell, Jo Anne	74	
<i>2/9/2015 - 3/8/2015</i>									

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## GUIDANCE

### GUID 210: First Year College Student Seminar

Students will acquaint themselves with college and university requirements, educational alternatives, and strategies for academic success. This will include an orientation to college programs, services, policies and facilities. Students will apply assessment test results, develop an individualized education plan and class schedule, and/or enroll in first semester classes.

CRN	Course	Type	Units	Time	Days/Dates	Location	Instructor	Open Seats	
40993	GUID 210	Lec	0.5	12:50 pm - 02:20 pm	M	PB-19	Gilstrap, Evan	15	
This class meets on the following Mondays: 2/23, 3/2, 3/9, 3/16 and 3/23.					<i>2/23/2015 - 3/23/2015</i>				