

SPRING CLASSES

CRN Type Room Instructor Units Days Begin-End

ACCOUNTING

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.

40332 Online	☐	J Wolowitz	4.0		
40333 Lec	BU118	J Wolowitz	4.0	TR	0900- 1105

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.

40334 Lec	☐ BU118	J Wolowitz	4.0	TR	1120- 1240
	ARR 1HR	J Wolowitz			
40335 Lec	☐ BU118	J Wolowitz	4.0	W	0300- 0550
	ARR 1HR	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.

40330 Lec	BU103	T Ratchford	3.0	W	0220- 0525
	ROP Course				

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.

40331 Lec	MHG10	Staff	3.0	T	0600- 0905
	Above class meets at Morgan Hill Community site. ROP Course				

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. Repeatable whenever a new software package is adopted. 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.

40353 L/L	BU111	Staff	2.0	W	0600- 0905
	ROP Course				

CRN Type Room Instructor Units Days Begin-End

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. May be repeated once for credit when the software changes. Also listed as CSIS 121. **ADVISORY:** CSIS 1 or CSIS 2 or equivalent computer experience.

40351 Lec	HOL3	M Bryson	2.0	MW	1120- 0125
	03/19/12 - 05/16/12 Above class meets at the Hollister Briggs site.				
40463 Lec	HOL3	F Mendez	2.0	W	0400- 0550
	Above class meets at the Hollister Briggs site. ROP Course				
40492 Lec	BU111	E Ezeokeke	2.0	R	0600- 0905
	03/01/12 - 05/17/12				

ACCT 190 Occupational Work Experience/Accounting

Transferable: CSU

Occupational work experience for students who have a job related to their major. A training plan is developed cooperatively between the employer, college and student. (P/NP grading) 75 hours per semester paid work = 1 unit. 60 hours non-paid (volunteer) work per semester = 1 unit. May be taken for a maximum total of 16 units. Minimum 2.00 GPA. **REQUIRED:** Declared vocational major.

40472 Wrk Ex	LI101A	S Sweeney	1.0		
40477 Wrk Ex	LI101A	S Sweeney	2.0		
40479 Wrk Ex	LI101A	S Sweeney	3.0		
40482 Wrk Ex	LI101A	S Sweeney	4.0		

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. **ADVISORY:** Eligible for English 250 and English 260.

40274 Lec	BU120	S Smith	3.0	MW	1120- 1240
40302 Lec	BU120	S Smith	3.0	TR	0800- 0920

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.

40303 Lec	BU120	S Smith	3.0	MW	0230- 0345
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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.

40304 Lec	BU120	S Smith	3.0	MW	0800- 0920
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ONLINE CLASSES: You must have an email account to take an online course. 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.

CRN Type Room Instructor Units Days Begin-End

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.

40305 Lec MHG12 E Campos 3.0 TR 0200- 0320
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.

40307 Lec BU103 L Jones 3.0 M 0300- 0550

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.

40308 Lec BU120 L Jones 3.0 M 0600- 0905

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.

40273 Lec MHG12 E Campos 3.0 TR 0330- 0450
Above class meets at Morgan Hill Community site.

AJ 21 Narcotics and Drug Abuse

Transferable: CSU

Designed to explore the Administration of Justice system and the development of drug policy and drug problems. This will include drug identification, drug user recognition, drug effects, narcotic enforcement, drug prosecution, and drug treatment, rehabilitation and education. ADVISORY: Eligible for English 250 and English 260.

40309 Lec BU120 S Smith 3.0 TR 0945- 1105

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.

40310 Lec BU120 D Pulido 3.0 W 0630- 0920

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→ This symbol means it is a HYBRID lecture / online class, that will be partially over the Internet. See the online syllabus for details. <http://www.gavilan.edu/disted/>

CRN Type Room Instructor Units Days Begin-End

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.

40306 Lec MHG4 D Pulido 3.0 T 0630- 0935
Above class meets at Morgan Hill Community site.

AJ 190 Occupational Work Experience / Administration of Justice

Transferable: CSU

Occupational work experience for students who have a job related to their major. A training plan is developed cooperatively between the employer, college and student. (P/NP grading) 75 hours per semester paid work = 1 unit. 60 hours non-paid (volunteer) work per semester = 1 unit. May be taken for a maximum total of 16 units. Minimum 2.00 GPA. REQUIRED: Declared vocational major.

40311 Wrk Ex LI101A S Sweeney 1.0
40312 Wrk Ex LI101A S Sweeney 2.0
40313 Wrk Ex LI101A S Sweeney 3.0
40314 Wrk Ex LI101A S Sweeney 4.0

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. PREREQUISITE: Eligible for English 250 and English 260.

40119 Lec LS106 D Comella-Hild 3.0 R 1250- 0355
40120 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.

40075 Online M Akrop 3.0
40084 Lec LS106 M Akrop 3.0 T 1250- 0355
40856 Online M Akrop 3.0

AH 16 Intravenous Therapy / Blood Withdrawal

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). May be repeated three times for credit. COREQUISITE: Enrollment in AH 51, 52, 53, 54 or current active LVN licensure in California. **\$50.00 course materials fee payable at registration.**

40158 Lec HOB114 D Amaro 1.0 R 0900- 0330
L Stubblefield
02/02/12 - 02/16/12
40159 Lec HOB114 D Amaro 1.0 F 0900- 0330
L Stubblefield
04/20/12 - 05/04/12

CRN Type Room Instructor Units Days Begin-End

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.

40363	Ind	HOB114	K Bedell	1.0		
40364	Ind	HOB114	K Bedell	2.0		

AH 52 Medical-Surgical Nursing

Transferable: CSU

Course is designed to provide both theoretical and clinical experience in the care of adult, medical-surgical clients. This course will further refine basic nursing skills and introduce more complicated nursing situations. Content includes pre-operative and post-operative care of the client with pain, cancer, and care of the client with disorders of musculoskeletal, integument, gastrointestinal, and respiratory systems. Related pharmacology is included. **\$100 course material fee, payable at registration.** **PREREQUISITE:** Completion of AH 51.

40329	L/L	HOB102	L Stubblefield	11.0	MT	0600- 0200
			J Quihuis			
			K Bedell			
40329	L/L	HOB102	L Stubblefield		WR	0710- 1000
			J Quihuis			
			K Bedell			

AH 54 Medical-Surgical / Pediatric Nursing

Transferable: CSU

Course contains two components to provide theoretical and clinical experience in medical surgical and pediatric nursing. Content includes care of clients with disorders of the endocrine and neurosensory systems, mental health, emergency nursing and care of the child, including preventative measures and health teaching. A leadership component is included to prepare the student for the realistic work assignment of the nurse. **\$100 course material fee, payable at registration.** **PREREQUISITE:** Completion of AH 51, 52 and 53.

40358	L/L	HOB102	D Amaro	11.0	MT	0600- 0200
			K Bedell			
40358	L/L	HOB102	D Amaro		MT	0205- 0930
			K Bedell			
40358	L/L	HOB102	D Amaro		WR	1010- 0100
			K Bedell			

AH 56 Compensatory Nursing Practice

Transferable: CSU

Concepts and principles of the nursing process applied to preventative, remedial, supportive, rehabilitative, and teaching aspects in meeting the health needs of the patient requiring compensatory nursing interventions. Incorporates nursing concepts and experiences with all age groups, including senior adults. **\$100 course material fee, payable at registration.** **PREREQUISITE:** Successful completion of AH 55 and an active valid, unrestricted California LVN.

40359	L/L	HOB102	S Turner	10.0	MT	0600- 0200
			K Bedell			
40359	L/L	HOB102	S Turner		MT	0205- 0930
			K Bedell			
40359	L/L	HOB102	S Turner		WR	1000- 0100
			K Bedell			

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.

40920	Online	☐	A Sargent	2.0		03/15/12 - 05/18/12
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CRN Type Room Instructor Units Days Begin-End

AH 171 Advanced Clinical Medical Assisting

Transferable: CSU

Course provides instruction and clinical experience in advanced concepts of clinical medical assisting including specialty procedures and treatments. **PREREQUISITE:** AH 170 with a grade of C or better or equivalent. Equivalency determined by written and performance exams.

40093	L/L		D Comella-Hild	6.0	MTW	0100- 0430
			ROP Course			

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.

40094	L/L	HOB114	M Machado	8.0	MT	0900- 1200
			M Machado		W	0630- 0130
			ROP Course			
40118	L/L	HOB114	M Machado	8.0	MT	0900- 1200
			M Machado		R	0630- 0130
			ROP Course			
40157	L/L	HOB114	M Machado	8.0	MT	0900- 1200
			D Reid		F	0630- 0130

AH 190 Occupational Work Experience / Allied Health

Transferable: CSU

Occupational work experience for students who have a job related to their major. A training plan is developed cooperatively between the employer, college and student. (P/NP grading) 75 hours per semester paid work = 1 unit. 60 hours non-paid (volunteer) work per semester = 1 unit. May be taken for a maximum total of 16 units. Minimum 2.00 GPA. **REQUIRED:** Declared vocational major.

40156	Wrk Ex	HOB114	K Bedell	1.0		
40360	Wrk Ex	HOB114	K Bedell	2.0		
40361	Wrk Ex	HOB114	K Bedell	3.0		
40362	Wrk Ex	HOB114	K Bedell	4.0		

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.

40022	Online	☐	D Klein	3.0		
40023	Lec	HOL2	D Eter	3.0	W	0230- 0535
			Above class meets at the Hollister Briggs site.			
40024	Lec	SS210	D Klein	3.0	T	1120- 1240
			Online ☐			
40025	Lec	SS210	D Klein	3.0	T	1250- 0210
			Online ☐			

←→ This symbol means it is a HYBRID lecture / online class, that will be partially over the Internet. See the online syllabus for details. <http://www/gavilan.edu/disted/>

CRN Type Room Instructor Units Days Begin-End

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.

40026 Lec SS205 G Michaels 3.0 TR 0945- 1105
 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.

40027 Lec SS205 D Klein 3.0 MW 0230- 0350

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. **ADVISORY:** English 250 and English 260.

40028 Lec SS205 D Klein 3.0 MW 1250- 0210

ANTH 9 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 social sciences are 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 CD 7 and PSYC 7. **ADVISORY:** Eligible for English 250 and English 260.

40225 Lec MHG4 M Bumgarner 3.0 MW 1120- 1240
 Above class meets at Morgan Hill Community site.

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. **ADVISORY:** Eligible for English 250 and English 260.

40097 Lec MHG4 B Thomas 3.0 W 0600- 0905
 Above class meets at Morgan Hill Community site.



Gavilan College in partnership with the County of Santa Clara offers public safety training for careers in Law Enforcement and Probation. Classes are held at the Harold Holden Justice Training Center in Morgan Hill.

For more information contact:

Linda Mirch, Sr. Training & Staff Development Specialist
 Santa Clara County Probation Department
 (408) 435-2144

Clay Fontes, Sr. Training Specialist
 Santa Clara County Sheriff's Office
 (408) 201-7643



Gavilan College has been providing quality Administration of Justice education and training for over 40 years. So, when you want to begin your career in Law Enforcement, you can go to the same place where thousands of Northern California law enforcement officers got their start!

Gavilan College is a member of the South Bay Regional Public Safety Training consortium. This consortium is funded by all colleges regionally to provide vocational specific training which may require special facilities, special training conditions or is presented outside of schedules of regular college classes.

- Careers in:
- Law Enforcement
 - Probation Officer
 - Corrections Officer
 - Fire Technology
 - Dispatcher
 - Juvenile Hall Counselor



www.gavilan.edu/aj
 or call (408) 270-6458

CRN Type Room Instructor Units Days Begin-End

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.

40099 Lec MU101 P Hulín 3.0 TR 0810- 0930
 40100 Lec HOL1 S STAFF 3.0 W 0600- 0905
 Above class meets at the Hollister Briggs 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.

40130 L/L AR103 J Edberg 3.0 TR 0810- 1115

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.

40131 L/L AR102 A Rosette 3.0 MW 0810- 1115
 40132 L/L AR102 A Rosette 3.0 MW 1120- 0225

CRN	Type	Room	Instructor	Units	Days	Begin-End
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ART 3B Drawing and Composition**Transferable:** CSU, UC; GAV-GE:C1

Drawing in pencil, ink, pastels and variety of experimental materials and processes. Cultural awareness and historical foundations are integrated with classroom explorations of expressive drawing. Students develop a variety of drawing approaches and a greater understanding of personal expression. May be repeated once for credit. This course has the option of a letter grade or pass/no pass. ADVISORY: Art 2A or 3A.

40133	L/L	AR102	J Adkins	3.0	TR	0230-0535
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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.

40134	Lec	AR103	E Martinez	3.0	T	0600-0905
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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.

40135	L/L	LI128	J Edberg	3.0	T	1250-0355
	L/L	AR103	J Edberg		R	1250-0355

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.

40074	L/L	AR101	J Rekedal	3.0	MW	0810-1115
40076	L/L	AR101	K Gonzales	3.0	TR	0600-0905

ART 10B Ceramics**Transferable:** CSU, UC; GAV-GE:C1

Emphasis on development of wheel throwing and advanced ceramic techniques. Glaze testing, clay body development, kiln stacking and firing are introduced. May be repeated three times for credit. This course has the option of a letter grade or pass/no pass. ADVISORY: Art 10A

40077	L/L	AR101	J Rekedal	3.0	MW	1120-0225
40079	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.

40098	Lec	AR103	E Martinez	3.0	TR	1120-1240
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CRN	Type	Room	Instructor	Units	Days	Begin-End
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ART 12B Sculpture**Transferable:** CSU, UC; GAV-GE:C1

Continued sculptural development of form and technique using a variety of selected media such as welded and cast metal, ceramics and wood. May be repeated once for credit. This course has the option of a letter grade or pass/no pass. ADVISORY: Art 12A

40080	L/L	AR101	P Hulin	3.0	TR	1120-0225
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ART 13 Three-Dimensional Design**Transferable:** CSU, UC; CSU-GE:C1; GAV-GE:C1

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

40082	L/L	AR101	P Hulin	3.0	TR	1120-0225
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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. May be repeated three times for credit. This course has the option of a letter grade or pass/no pass.

40083	Online		G Aranda	3.0		
	Lab	AR102	G Aranda		TR	0910-1115

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. May be repeated once for credit. This course has the option of a letter grade or pass/no pass. ADVISORY: Art 2A or 3A, or portfolio review of student's work.

40095	L/L	AR102	C Canepa	3.0	TR	1120-0225
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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. May be repeated once for credit. This course has the option of a letter grade or pass/no pass. ADVISORY: Art 2A or Art 3A or Portfolio Review

40096	L/L	AR102	C Canepa	3.0	TR	1120-0225
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ART 22 Field Work and Service**Transferable:** CSU

Supervised field work within the college and with local agencies. Students serve in useful group activities in leadership roles prescribed for them by faculty or community agencies. A maximum of six units may be completed. This is a pass/no pass course. REQUIRED: Learning contracts must be filled out and signed by the student and the supervising instructor.

40101	Fld Ex	AR101	K Gonzales	1.0		
40102	Fld Ex	AR101	J Edberg	1.0		
40103	Fld Ex	AR101	J Rekedal	1.0		

CRN	Type	Room	Instructor	Units	Days	Begin-End
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ART 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.

40104	Ind	AR101	K Gonzales	1.0		
40105	Ind	AR103	J Edberg	1.0		
40106	Ind	AR103	J Edberg	2.0		
40107	Ind	AR101	J Rekedal	1.0		
40108	Ind	AR101	J Rekedal	2.0		
40109	Ind	AR101	P Hulin	1.0		
40110	ARR	AR109	A Rosette	1.0		
40111	Ind	AR109	A Rosette	2.0		
40112	Ind	AR101	K Gonzales	2.0		
40113	Ind	AR101	P Hulin	2.0		
40114	Ind	AR101	C Canepa	1.0		
40115	Ind	AR101	C Canepa	2.0		
40116	Ind	AR101	J Adkins	1.0		
40117	Ind	AR101	J Adkins	2.0		

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.

40125	Online	☞ ☒	A Rosette	3.0		
	Lab	AR102	A Rosette		F	0900- 0105
40126	L/L	HOL1	R McGinnis	3.0	F	0400- 0805
		ARR 2HRS				
			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.

40127	L/L	HOL1	R McGinnis	3.0	F	0400- 0805
		ARR 2HRS				
			Above class meets at the Hollister Briggs site.			

ART 75 Photoshop I

Transferable: CSU; GAV-GE:C1

This course is based on the software Adobe Photoshop. Students learn to scan photographs and manipulate them using Photoshop tool box and special effects filters. They will learn to color correct photos; mask image using channels; create duotone, tritone, and quadtone images; prepare photos for use in printing and on the web. This course has the option of a letter grade or pass/no pass. May be repeated three times for credit. **ADVISORY:** CSIS 124 (Windows Fundamentals), CSIS 2L

40768	L/L	LI128	K Powers	3.0	M	0320- 0625
40771	L/L	MHG5	R Grzan	3.0	T	0600- 0905
			Above class meets at Morgan Hill Community site.			



ONLINE CLASSES: You must have an email account to take an online course. 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.

CRN	Type	Room	Instructor	Units	Days	Begin-End
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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. May be repeated twice for credit. **ADVISORY:** CSIS 124, CSIS 1, CSIS 2.2L, CSIS 3, or familiarity using the Macintosh or Windows operating systems.

40715	L/L	LI128	R Beede	3.0	TR	1120- 1240
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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.

40708	Lec	AR103	C Canepa	1.0	F	1000- 1205
			This class will meet EVERY OTHER Friday from 10-1205. Class dates; 2/10/12, 2/24/12, 3/9/12, 3/23/12, 4/6/12 4/20/12, 5/4/12 and 5/18/12.			

ART 80 Digital Photography

Transferable: CSU, UC; GAV-GE:C1

The study of digital photography from digital camera to the computer-based printer or digital media. Artistic, theoretical, and technical aspects will be considered. Topics include information about types and purchasing of digital cameras; theory, mechanics, and art of digital imagery; digital darkroom; eccentricities of digital photo taking; stitching photos for virtual reality; and preparing digital images for print, World Wide Web and other digital media. This course has the option of a letter grade or pass/no pass. This course is also listed as DM 80 and CSIS 80. **ADVISORY:** CSIS 1 or CSIS 2/2L or ART 8A or equivalent computer experience.

40774	L/L	LI128	J Edberg	3.0	M	1250- 0355
	L/L	AR103	J Edberg		W	1250- 0355

ART 85 Web Design I: Dreamweaver

Transferable: CSU; GAV-GE:C1

Basic and intermediate principles of designing Web pages/sites using the Dreamweaver web design software and HTML. Emphasis will be on good design and the use of tables, frames, forms, rollovers, DHTML, XHTML, behaviors, and CSS. Also includes site maintenance and the integration of multimedia components such as graphics, sound, animation, and video. This course is for the content person to design, develop, and maintain effective Web sites. This course is also listed as CSIS 85 and DM 85. This course has the option of a letter grade or pass/no pass. May be repeated twice for credit. **ADVISORY:** CSIS 6 or basic knowledge of HTML.

40765	Online	☒	S Lawrence	2.0		
			01/31/12 - 03/28/12			
40777	Lec	LI126	V Fainshtein	2.0	F	0100- 0250

ART 107 Digital Media Design

Transferable: CSU; GAV-GE:C1

Fundamentals of design for visual, time-based, interactive, and sound arts as applied to digital media. Includes basic storytelling, graphic design, information architecture, and human factors. Page layout, scriptwriting, storyboards, and flow charts will be used as tools applicable to the design and development of business presentations, interactive media, educational multimedia, animation, web sites, video games, and film/video. This course has the option of a letter grade or pass/no pass. Also listed as CSIS 107 and DM 107. **ADVISORY:** CSIS 1 or CSIS 2/2L or equivalent computer experience

40698	Lec	LI126	V Fainshtein	2.0	F	0900- 1150
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CRN	Type	Room	Instructor	Units	Days	Begin-End
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ART 108 Digital Media Lab**Transferable:** CSU; GAV-GE:C1

Supervised practice and individualized computer assisted learning of software applications and techniques commonly found in the design and production of digital media (e.g., digital art and imaging, digital photography, digital print, digital audio/video, web design/authoring, DVD/CD ROMs, animation). Supplements lecture courses. Open entry/exit, so may be added at anytime during the semester. This is a pass/no pass course. May be repeated three times for credit. Also listed as DM 108 and CSIS 108. ADVISORY: CSIS 1 or CSIS 2/2L or equivalent computer experience.

40709	Lab	LI128	R Beede	.5		
	Open Entry/Open Exit					

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. May be repeated three times for credit. ADVISORY: CSIS 1, CSIS 2/2L, CSIS 124 or basic computer knowledge.

40712	L/L	LI128	R Beede	3.0	MW	1120-1240
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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, special effect generation, and production of video (and associated audio) using the personal computer equipped with specialized software such as iMovie, Final Cut Pro, and After Effects. Also considered will be the preparation of digital video for use in interactive media such as CD, DVD, and the World Wide Web. Students will produce a final digital video project on DVD. This course has the option of a letter grade or pass/no pass. May be repeated two times for credit. Also listed as CSIS 113 and DM 113. ADVISORY: CSIS 1 or CSIS 2/2L or equivalent computer experience

40762	L/L	LI128	R Beede	3.0	TR	0945-1105
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ART 114 Digital Media Production**Transferable:** CSU; GAV-GE:C1

A team oriented practicum that focuses on the application of learned skills to the production of digital media and digital print projects, such as web sites, CD ROM, and DVDs. Project development will be accomplished according to team derived master schedules. Lectures will be on project management, work coordination and production techniques, client-team interface, asset management and integration, budget estimate, testing, and copyright infringement. Please note that this is very much a team oriented class. This course has the option of a letter grade or pass/no pass. This course is also listed as CSIS 114 and DM 114. ADVISORY: At least one of the following: ART 75, GBUS 80, CGD 2, JOUR 18A, MUS 21, CSIS 7, CSIS 71 OR CSIS 77. or students must possess equivalent skills from any one of the following areas: digital media, computer graphics, digital print, journalism (publishing), film, TV/video, drawing or illustration, web design/development, business/marketing, or programming.

40807	Lec	LI128	R Beede	2.0	MW	0945-1035
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ART 140 Basic Digital Film / Video Production**Transferable:** CSU, UC; GAV-GE:C1

An on-line self-paced course covering the basics of film/video production and post production (editing) using "easy to use" computer software such as Apple's iMovie. Beneficial for students who are producing a video/film project as a requirement for another college course, extra skills development, or for self interest. Completion of the associated class or personal project in DVD format using either personal video equipment or the equipment in the Digital Media Studio is required. May be repeated twice for credit. This course has the option of a letter grade or pass/no pass. This course is also listed as DM 140 and CSIS 140.

40727	Online		R Beede	1.0		Open Entry/Open Exit
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CRN	Type	Room	Instructor	Units	Days	Begin-End
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ART 190 Occupational Work Experience / Commercial Art**Transferable:** CSU; GAV-GE:C1

Occupational work experience for students who have a job related to their major. A training plan is developed cooperatively between the employer, college and student. (P/NP grading) 75 hours per semester paid work = 1 unit. 60 hours non-paid (volunteer) work per semester = 1 unit. May be taken for a maximum total of 16 units. Minimum 2.00 GPA. REQUIRED: Declared vocational major.

40848	Wrk Ex	LI101A	S Sweeney	1.0		
40849	Wrk Ex	LI101A	S Sweeney	2.0		
40850	Wrk Ex	LI101A	S Sweeney	3.0		
40851	Wrk Ex	LI101A	S Sweeney	4.0		

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.

40380	Lec	LS101	J Snyder	3.0	T	0230-0535
40381	Lec	MHG13	S STAFF	3.0	T	0630-0935
	Above class meets at Morgan Hill Community site. *					

AVIATION MAINTENANCE TECHNOLOGY**AMT 101 General Aircraft Technology****Transferable:** CSU

This course will provide the student with a thorough understanding of the use of maintenance publications, maintenance forms and records with emphasis on A & 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. ADVISORY: Mathematics 205 Basic hand tools required. Details at the first class meeting.

40321	L/L	MP129	H Spenner	7.5	MTWRF	0800-1025
	01/12/12 - 05/25/12					

AMT 111 Airframe Structures**Transferable:** CSU

This course will cover aircraft wood, fabric covering, test and repair, aircraft inspection, painting techniques and procedures. Also the study of basic hydraulic systems of anti-skid systems, pneumatic, fixed landing and retractable landing gear systems. Basic aircraft systems familiarization along with advanced laboratory projects from topics covered in AMT 110 are a part of this course. Basic hand tools required. Details at the first meeting.

40322	L/L	MP129	S STAFF	13.5	MTWRF	1030-0330
	01/12/12 - 05/25/12					

AMT 121 Aviation Powerplant Systems Technology**Transferable:** CSU

The theory of operation, maintenance, repair, and trouble-shooting procedures of powerplant systems and their relationship to the total powerplant package. To include lubrication, electrical, instrument, fuel metering, fire protection, starting, control systems, and the aerodynamics, theory and maintenance of propellers and their control systems. ADVISORY: Successful completion of AMT 120. Basic hand tools required. Details at the first class meeting.

40323	L/L	MP102	T Flippen	14.0	TWRF	0830-0300
	01/12/12 - 05/25/12					



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CRN Type Room Instructor Units Days Begin-End

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.

40365	Ind	MP129	T Flippen	1.0
40366	Ind	MP129	T Flippen	2.0

AMT 190 Occupational Work Experience/Aviation

Transferable: CSU

Occupational work experience for students who have a job related to their major. A training plan is developed cooperatively between the employer, college and student. (P/NP grading) 75 hours per semester paid work = 1 unit. 60 hours non-paid (volunteer) work per semester = 1 unit. May be taken for a maximum total of 16 units. Minimum 2.00 GPA. **REQUIRED:** Declared vocational major.

40457	Wrk Ex	LI101A	S Sweeney	1.0
40458	Wrk Ex	LI101A	S Sweeney	2.0
40459	Wrk Ex	LI101A	S Sweeney	3.0
40460	Wrk Ex	LI101A	S Sweeney	4.0

BIOLOGICAL SCIENCE

BIO 1 General 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, cell respiration, photosynthesis, cell cycle, Mendelian and non-classical genetics, evolution and diversity of life. The course is required for students majoring in biology and/or its subcategories (e.g., plant or animal sciences). **PREREQUISITE:** Biological Science 10 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.

40519	L/L	LS102	R Morales	4.0	MW	0230-0520
This service learning course involves community work.						

BIO 5 General Botany

Transferable: CSU, UC; CSU-GE:B2, B3, IGETC:5B; GAV-GE:B2, B3; CAN:BIOL6, BIOL SEQ A

This course is designed for students majoring in botany and/or its related disciplines. The course includes the study of the ecology, evolution, anatomy, physiology and systematics of plants as well as the use of plants in biotechnology and agriculture. **PREREQUISITE:** Mathematics 233 with a grade of 'C' or better. **ADVISORY:** Biological Science 10, eligible for English 250 and English 260.

40394	L/L	LS102	R Morales	4.0	TR	0810-0930
	L/L	LS102	R Morales		R	0945-1249
This service learning course involves community work.						

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 15 with a grade of credit or C or better. **ADVISORY:** Eligible for English 250, English 260 and Mathematics 205.

40395	L/L	LS103	E Durant	4.0	MW	1120-0325
40396	L/L	LS103	T Robinson	4.0	FS	0945-0150

CRN Type Room Instructor Units Days Begin-End

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.

40397	L/L	LS103	P Yuh	5.0	FS	0230-0635
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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.

40398	Lec	LS101	P Yuh	5.0	WF	1120-0125
	Lab	LS103	S Keys		R	1120-0225
40399	Lec	LS101	P Yuh	5.0	WF	1120-0125
	Lab	LS103	M Smith		R	0600-0905
40400	Lec	LS101	P Yuh	5.0	WF	1120-0125
	Lab	LS103	M Smith		R	0230-0535

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.

40382	Lec	SS214	S Keys	4.0	MW	0230-0350
	Lab	LS102	S Keys		M	1120-0125
40383	Lec	SS214	S Keys	4.0	MW	0230-0350
	Lab	LS102	S Keys		W	1120-0125
40384	Lec	SS214	S Keys	4.0	MW	0230-0350
	Lab	LS102	E Durant		F	1120-0125
40385	L/L	LS102	M Lilles	4.0	MW	0630-0855

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

40078	Online		M Akrop	3.0		
40087	Lec	LS106	M Akrop	3.0	T	1250-0355
40899	Online		M Akrop	3.0		



ONLINE CLASSES: You must have an email account to take an online course. 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.

CRN Type Room Instructor Units Days Begin-End

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:** Biological Science 10, Eligible for English 250, English 260 and Mathematics 205. Course will include the viewing of a cadaver.

40387	Lec	LS101	L Bach	5.0	MW	0910- 1105
	Lab	LS103	L Bach		T	1100- 0205
40388	Lec	LS101	L Bach	5.0	MW	0910- 1105
	Lab	LS103	L Bach		T	0230- 0535
40389	Online		R Malley	5.0		
	Lab	LS103	R Malley		T	0600- 0905

BIO 21 Field Ecology

Transferable: CSU
Introduces concepts in ecology, plant and animal identification, natural history, and habitat assessment in a field setting. The class will have a two hour preliminary meeting to prepare for two successive meetings to local habitats. Camping is not required. Outings will be rescheduled in the case of inclement weather. This course has the option of a letter grade or pass/no pass. May be repeated twice for credit. **ADVISORY:** Eligible for English 250 and Math 205.

40391	Lec	HOL4	R Morales	4.0	R	0630- 0835
						01/05/12 - 01/05/12
40391	Lec		R Morales		URFS	0600- 0200
						01/12/12 - 01/15/12
40391	Lec	HOL4	R Morales		F	0900- 0200
						01/20/12 - 01/20/12

Above class meets off-campus: This service learning course involves community work. 01/05/12 - 01/20/12 The above short term class meets off-campus: Everyone must attend a two hour orientation on January 5th in Hollister a week before our trip. This class will leave Thursday, January 12th at 6:00 am and return Sunday night January 15th, around 8:00 pm. We will meet in Hollister to give final presentation on Friday January 20th. If weather permits, Thursday and Friday afternoon will be spent at the Sequoias and Kings Canyon National Park. Friday night Saturday and Sunday morning will be spent with the High Sierra Volunteer Trail Crew. Fees may be required for food, transportation and lodging.

BIO 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.

40392	Ind	LS116	R Morales	1.0		
40393	Ind	LS116	R Morales	2.0		

BIOTECHNOLOGY**BIOT 104 Seminar in Biotechnology**

Transferable: CSU
This course will survey careers in biotechnology and ethical issues in biotechnology.

40419	Lec	PS105	L Bach	1.0	S	0910- 1100
						01/31/12 - 03/25/12

BIOT 105 Advanced Biotechnology Laboratory

Transferable: CSU
This course is part of the Biotechnology program, and builds on skills learned in Biotechnology 103. Students will learn and apply techniques used in biotechnology research, investigation and production. This course provides hands-on experience with current techniques including DNA isolation and electrophoresis, immunological assays, PCR, cell culture, cloning and gene mapping, DNA extraction and purification, chromatography, and analysis of proteins. **PREREQUISITE:** BIOT 103, or BIO 1, or equivalent course.

40404	L/L	LS103	R Nguyen	4.0	MW	0600- 1000
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CRN Type Room Instructor Units Days Begin-End

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. May be repeated three times for credit. **ADVISORY:** Eligible for Mathematics 402.

40803	Lab	BU110	S Gaffney	.5		
						01/31/12 - 05/18/12 This is an open-entry/open-exit self-paced class. Please contact the instructor for details.

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.

40348	Lec	BU120	D Knapp	3.0	T	0600- 0905
						ROP Course

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. May be repeated three times for credit. **ADVISORY:** Eligible for English 250. Some computer experience.

40862	L/L	BU110	D Knapp	2.0	R	0600- 0905
						ROP Course

BOT 182 Medical Office Procedures

Transferable: CSU
This specialized course includes medical office procedures, patient record management, coding/billing for private/government health insurance programs, and professional ethics. May be repeated three times for credit. This course has the option of a letter grade or pass/no pass. **PREREQUISITE:** BOT 180 and CSIS 126 with credit or a grade of C or better or experience using Microsoft Word. **ADVISORY:** Eligible for English 250 and Mathematics 402.

40350	L/L	BU110	D Knapp	3.0	W	0600- 0905
						ROP Course

BOT 190 Occupational Work Experience / Business Office Technology

Transferable: CSU
Occupational work experience for students who have a job related to their major. A training plan is developed cooperatively between the employer, college, and student. (P/NP grading) 75 hours per semester paid work = 1 unit. 60 hours non-paid (volunteer) work per semester = 1 unit. May be taken for a maximum total of 16 units. Minimum 2.00 GPA. **REQUIRED:** Declared vocational major.

40484	Wrk Ex	LI101A	S Sweeney	1.0		
40489	Wrk Ex	LI101A	S Sweeney	2.0		
40490	Wrk Ex	LI101A	S Sweeney	3.0		
40491	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.

40731	Lec	HOL3	F Mendez	1.0	M	0130- 0320
						02/06/12 - 04/02/12 Above class meets at the Hollister Briggs site. ROP Course
40732	Lec	MHG8	F Mendez	1.0	F	1130- 0120
						03/23/12 - 05/18/12 Above class meets at Morgan Hill Community site. ROP Course

CRN Type Room Instructor Units Days Begin-End

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. **ADVISORY:** Eligible for English 250 and English 260.

40344 Lec	BU118	D McCormick	3.0	MW	0945- 1105
40345 Lec	MHG13	S Kurtz	3.0	W	0600- 0905
Above class meets at Morgan Hill Community site.					
40347 Lec	BU118	D McCormick	3.0	MW	1250- 0210

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.

40346 Lec	PB8	S Banks	3.0	T	0600- 0905
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CHEMISTRY**CHEM 1B General Chemistry****Transferable:** CSU, UC; CSU-GE:B1, B3, IGETC:5A; GAV-GE:B1, B3; CAN:CHEM4, CHEM SEQ A

This is the second semester of a year-long general chemistry course designed as a continuation of Chemistry 1A. Topics include solutions, thermodynamics, chemical kinetics, the equilibria of acids and bases, solubility systems, complex ions, electrochemistry, the chemistry of metals and nonmetals, as well as nuclear chemistry. **PREREQUISITE:** Chemistry 1A with a grade of C or better.

40407 Lec	PS105	D Clark	5.0	MWF	0945- 1055
Lab	PS101	G Burce		T	0945- 1249

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

This is the second semester of a year-long organic chemistry course designed as a continuation of Chemistry 12A. Topics include nomenclature, stereochemistry, mechanism, reactions, and spectroscopic studies of the various organic functional groups. 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 12A

40405 L/L	LS102	D Clark	5.0	TR	1250- 0210
L/L	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.

40408 L/L	PS105	G Burce	4.0	T	0600- 0905
L/L	PS101	G Burce		F	0400- 0705

The Gavilan College Aviation Maintenance Technology Program

- Unlimited employment opportunities
- Graduates can earn between \$26 - 36 an hour
- Internships available
- Accredited by the Federal Aviation Administration
- Receive both Airframe and Powerplant Licenses in 4 semesters
- Fast and easy commute to training program

For complete program information, please contact the Aviation Department at the Gilroy main campus, 5055 Santa Teresa Blvd., (408) 852 - 2861 or contact the Career Technical Education Division at (408) 848 - 4719.

CRN Type Room Instructor Units Days Begin-End

CHEM 30B Elementary Organic and Biochemistry**Transferable:** CSU, UC; CSU-GE:B1, B3, IGETC:5A; GAV-GE:B1, B3; CAN:CHEM8, CHEM SEQ B

This is the second semester of a year-long elementary chemistry course designed as a continuation of Chemistry 30A. It is designed for science majors, nursing and allied health students. The course will cover the principles of organic and biochemistry including hydrocarbons, alcohols, aldehydes and ketones, carboxylic acids, amines and amides, carbohydrates, lipids, proteins and their functions in physiological systems, as well as organic chemical reactions. **PREREQUISITE:** Chemistry 30A with a grade of C or better.

40410 L/L	PS105	D Clark	4.0	MW	0810- 0930
L/L	PS101	D Clark		R	0940- 1244

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. **ADVISORY:** Eligible for English 250 and English 260.

40160 Lec	CDC100	P Henrickson	3.0	TR	1255- 0210
40227 Lec	SBHS	P Henrickson	3.0	M	0600- 0905
Class meets at San Benito High School.					

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.

40166 Online		M Bumgarner	3.0		
40168 Lec	MHG4	M Bumgarner	3.0	MW	0945- 1105
Above class meets at Morgan Hill Community site.					
40170 Lec	GHSB7	J Weiler	3.0	R	0330- 0630
Above class meets off-campus: This class is part of the High Step Program. It will be offered at Gilroy High School. This class is open to all students. For more information, see a Gavilan counselor.					

CRN	Type	Room	Instructor	Units	Days	Begin-End
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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.

40173	Lec	CHSB103	J Weiler	3.0	M	0330- 0630
Above class meets off-campus: This class is part of the High Step Program. It will be offered at Christopher High School. This class is open to all students.						
40175	Online		M Bumgarner	3.0		
40217	Lec	SBHS	R Brown	3.0	W	0600- 0905
Class meets at San Benito High School.						

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. ADVISORY: Eligible for English 1A; transfer students consult with advisor.

40221	Lec	CDC100	J Smith	3.0	MW	0945- 1105
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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. ADVISORY: Eligible for English 250 and English 260.

40222	Lec	CDC100	P Henrickson	3.0	TR	0945- 1105
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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 and ANTH 9. ADVISORY: Eligible for English 250 and English 260.

40223	Lec	MHG4	M Bumgarner	3.0	MW	1120- 1240
Above class meets at Morgan Hill Community site.						

CD 8B Teaching Reading and Writing to Children**Transferable:** CSU

This course is designed to teach prospective teachers how a child learns to read and write successfully in school. Specific techniques will be taught. Students will be expected to work 20 hours with a child or children in order to practice their skills and techniques. This course has the option of a letter grade or pass/no pass. ADVISORY: Completion of English 250, English 260 or equivalent.

40224	Lec	MHG4	B Malaspina	3.0	M	0600- 0905
Above class meets at Morgan Hill Community site.						

CRN	Type	Room	Instructor	Units	Days	Begin-End
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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. ADVISORY: Eligible for English 250 and English 260.

40229	Lec	SBHS	D Muscari	3.0	T	0630- 0930
Class meets at San Benito High School.						
40256	Lec	BU103	J Hori-Garcia	3.0	T	0600- 0905
Esta clase se enseña en epanol. Introducción a las leyes, reglamentos, normas, polizas y procedimientos y el currículo de estimulación temprana relacionados con la seguridad de la salud infantil u nutrición. Los componentes claves que garantizan la salud física, salud mental y de seguridad para los niños y el personal seran identificados junto con la importancia de la colaboración con las familias y los profesionales de la salud. Enfocada en la integración de los conceptos en la planificación diaria y el desarrollo de programas para todos los niños. This class is taught in Spanish.						

CD 11C Supervision of Adults: The Mentor Teacher**Transferable:** CSU

A study of the methods and principles of supervising adults in early childhood settings. Emphasis is on the role of the experienced classroom teacher who functions as a "mentor/supervisor" to teachers, aides, and other adults. This course meets the requirements for the State Child Development Permit Matrix: "2 unit adult supervision class" and the Mentor Teacher Program. Lectures, discussions, in class and out of class activities, role-play simulations, readings, individual and group assignments as well as videos and guest presenters will be used. ADVISORY: Prefer that students meet the requirements for the State Child Development Teacher Permit or completion of a college-level course of study in child development or early childhood education, or equivalent, or permission of instructor.

40162	Lec	CDC100	S Alonzo	2.0	W	0600- 0805
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CD 13 Infant and Toddler Development and Care**Transferable:** CSU

Students will study the developmental stages of growth specific to infants and toddlers and learn how to foster positive techniques for nurturing infants and toddlers in group settings. Students will study the RIE philosophy and learn how to observe children in child care and home day care settings. This course has the option of a letter grade or pass/no pass. ADVISORY: Eligible for English 250 and English 260. Child Development 2.

40228	Lec	CDC100	D Upton	3.0	F	0945- 1240
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CD 14B Behavior Management & Guidance of School Age Children**Transferable:** CSU

The nature of children's development stages causes school age children to act in different ways at different ages. This course helps students understand the relationship of development, environment, culture and social circumstances to children's behavior. An overview of guidance theories offers strategies to reinforce positive behaviors, encourage communication & cooperation, and establish age-appropriate and consistent limits in a variety of circumstances. This course has the option of a letter grade or pass/no pass. ADVISORY: English 250, English 260, and CD 3

40164	Online		M Hoshiko-Haug	3.0		
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ONLINE CLASSES: You must have an email account to take an online course. 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.

CRN Type Room Instructor Units Days Begin-End

CD 15 Music and Movement for Children

Transferable: CSU

Techniques for the non-musician to incorporate music and movement activities in a variety of curriculum areas and reflecting cultural awareness. Practice building simple rhythm instruments and using rhythm in song instruction and movement activities. An extensive list of children's music CDs and resources will be provided to each student. **ADVISORY:** Eligible for English 250 and English 260.

40272 Lec SBHS D Muscari 1.0 F 0600-0905

03/02/12 - 03/10/12

40272 Lec SBHS TBA S 0900-0430

03/02/12 - 03/10/12 Class meets at San Benito High School. This class meets one Friday,

March 2 from 6-9 pm and two Saturdays, March 3 and 10 from 9am - 4:30 pm.

CD 17 Exploring Science with Children

Transferable: CSU

Learn to teach a coordinated science curriculum covering life, natural and physical science concepts familiar and interesting to children age 2-8. Using easily found or low-cost materials and the Socratic method of questioning are primary strategies for developing reasoning skills and science concepts in children. **ADVISORY:** Eligible for English 250 or 260.

40319 Lec CDC100 D Muscari 1.0 F 0600-0905

05/04/12 - 05/12/12

40319 Lec CDC100 TBA S 0900-0430

05/04/12 - 05/12/12 This class meets Friday, May 4 from 6 - 9 pm and two Saturdays, May

5 and 12 from 9 - 4:30 pm.

CD 19 Introduction to Careers with Children

Transferable: CSU

An overview of Department of Social Services and Department of Education regulations regarding child care workers in California. Self-assessment techniques with emphasis on teacher-child and teacher-adult relationships and personal evaluations. Basic principles of curriculum development and discipline techniques. This course has the option of a letter grade or pass/no pass. **ADVISORY:** Eligible for English 250 and English 260.

40165 Lec CDC100 P Henrickson 2.0 W 1255-0250

CD 20 Children's Language and Literature

Transferable: CSU

A developmental view of children's language and literacy learning in a framework of children's literature. Students will be presented with steps in children's literacy learning in order to help them organize classrooms and plan activities to support the growth of writing and reading. Students will study historical trends in children's literature and participate in practical experiences and activities that use a wide range of techniques and materials for advancing language comprehension and usage. This course has the option of a letter grade or pass/no pass. **ADVISORY:** Eligible for English 250 and English 260.

40260 Lec MHG3 S STAFF 3.0 W 0600-0905

Above class meets at Morgan Hill Community site.

CD 21 Introduction to Curriculum

Transferable: CSU

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 and activity folder and participate in demonstrations and observations. **ADVISORY:** Eligible for English 250 and English 260.

40172 Lec CDC100 P Henrickson 3.0 T 0600-0905

CRN Type Room Instructor Units Days Begin-End

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.

40128 L/L HOL1 R McGinnis 3.0 F 0400-0805

ARR 2HRS

Above class meets at the Hollister Briggs site.

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.

40129 L/L HOL1 R McGinnis 3.0 F 0400-0805

Lab TBA

Above class meets at the Hollister Briggs site.

CD 30B Practicum II: Advanced Early Childhood Field Experience

Transferable: CSU

Advance practicum, continuation of CD 30A. Designing, developing and implementing contemporary curriculum and instructional methods for early childhood education. **PREREQUISITE:** Completion of Child Development CD 30A with a grade of "C" or higher. Concurrent enrollment in at least 2 units of CD 190.

40917 Lec CDC100 P Henrickson 3.0 R 0600-0905

Please email the instructor, Pat Henrickson prior to the first day of class at phenrickson@gavilan.edu

CD 35 Establishing Positive Behavior in the Classroom

Transferable: CSU

Introduces the student to realistic and effective strategies for guiding all young children's behavior. This course demonstrates best practices for establishing and maintaining age and developmentally-appropriate productive behaviors among all children in a classroom setting. Course topics include environmental, developmental and special needs sources of maladaptive and challenging behaviors, guidelines for selecting and implementing strategies for positive behavior change for all children, and developing healthy communication strategies with families, program staff and children. **ADVISORY:** Eligible for English 1A.

40220 Lec CDC100 J Smith 3.0 MW 1120-1240

CD 97 Introduction to Service Learning with Children

Transferable: CSU

Service Learning is a method through which community participation, academic subjects, skills, and awareness are linked. Through a combination of community-based learning experiences, reading and writing assignments, and classroom-based learning experiences, this course seeks to foster the development of self-reflective, culturally aware and responsive community participants. Students will complete a minimum of 30 hours of community service work during the semester. This course has the option of a letter grade or pass/no pass.

40320 Online M Bumgarner 3.0



ONLINE CLASSES: You must have an email account to take an online course. 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.

CRN Type Room Instructor Units Days Begin-End

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. May be repeated three times for credit. \$12.00 course material fee.

40269	Lec	CDC100	S Alonzo	1.0	F	0600-0905
02/03/12 - 02/11/12						
40269	Lec		S Alonzo		S	0900-0400
02/03/12 - 02/11/12 \$12.00 course materials fee. Payable at registration. This class meets one Friday, Feb 3 from 6-9 pm and two Saturdays, Feb 4 and Feb 11 from 9am - 4pm.						

CD 190 Occupational Work Experience / Child Development

Transferable: CSU

Occupational work experience for students who have a job related to their work. A training plan is developed cooperatively between the employer, college and student. (P/NP grading) 75 hours per semester paid work = 1 unit. 60 hours non-paid (volunteer) work per semester = 1 unit. May be taken for a maximum total of 16 units. Minimum 2.00 GPA. **REQUIRED:** Declared vocational major.

40315	Wrk Ex	CDC130	P Henrickson	1.0		
40316	Wrk Ex	CDC130	P Henrickson	2.0		
40317	Wrk Ex	CDC130	P Henrickson	3.0		
40318	Wrk Ex	CDC130	P Henrickson	4.0		

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. **ADVISORY:** Eligible for English 250 and English 260.

40141	Lec	PB1	S Giacalone	3.0	MW	1120-1240
40142	Lec	MHG10	D Cowan	3.0	TR	1120-1240
Above class meets at Morgan Hill Community site.						
40143	Lec	PB1	R Cnudde	3.0	W	0600-0905
40144	Lec	PB1	D Besson-Silvia	3.0	T	0230-0535
40145	Lec	HOL2	A Andrade	3.0	MW	0810-0930
Above class meets at the Hollister Briggs site.						
40146	Lec	PB1	D Besson-Silvia	3.0	R	0230-0535

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.

40150	Lec	PB1	S Giacalone	3.0	MW	0810-0930
40151	Lec	PB1	S Giacalone	3.0	MW	0945-1105

CMUN 5 Fundamentals of Communication Studies

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

This course provides instruction and application of theory and practice in various communication contexts including the self concept, interpersonal, interviewing skills, small group dynamics, and public speaking. Emphasis is placed on analytical and organizational skills, listening, nonverbal and verbal communication, and public speaking communication methodology. **ADVISORY:** English 250 and English 260.

40152	Lec	PB1	E Waddell	3.0	TR	0810-0930
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CRN Type Room Instructor Units Days Begin-End

CMUN 6 Introduction to Conflict Resolution

Transferable: CSU; CSU-GE:D7; GAV-GE:D2

Introduction to Conflict Resolution introduces students to conflict resolution and mediation. Integrating theory and practice, students will assess core concepts about the causes and resolution of conflict, and will practice communication skills for conflict resolution. Students will examine how ethnicity, gender, and class affect power in conflict situations. They will be able to formulate appropriate conflict resolution strategies, and will develop and practice various basic co-mediation skills. This course has the option of a letter grade or pass/no pass. This course is also listed as POLS 6 and PSYC 6. **ADVISORY:** English 250 and English 260.

40153	Lec	SS205	L Halper	3.0	MW	1120-1240
This service learning course involves community work.						

CMUN 8 Interpersonal Communication

Transferable: CSU, UC; CSU-GE:A1, IGETC:1C; GAV-GE:A1, F

This course studies the communication process in an interpersonal (dyadic) setting. This class will explore the ways in which we can improve our communication with others. Verbal and nonverbal messages, self-concept, cultural differences, gender differences, perception, listening and conflict management will be explored. C-ID: COMM 130

40147	Lec	PB1	D Besson-Silvia	3.0	TR	1250-0210
40148	Lec	PB1	D Besson-Silvia	3.0	TR	0945-1105
40149	Lec	PB1	D Besson-Silvia	3.0	TR	1120-1240

CMUN 10 Small Group Communication

Transferable: CSU, UC; CSU-GE:A1, IGETC:1C; GAV-GE:A1; CAN:SPCH10

An introductory course that develops basic individual reasoning skills, insights and experiences in information-sharing, interacting, decision-making, problem-solving, resolution of disputes and other issues central to group processes. **ADVISORY:** Eligible for English 250 and English 260.

40136	Lec	MHG10	D Cowan	3.0	TR	0945-1105
Above class meets at Morgan Hill Community site.						
40137	Lec	PB1	M Zajac	3.0	MW	1250-0210
40138	Lec	PB1	M Zajac	3.0	M	0230-0535
40139	Lec	HOL2	A Andrade	3.0	MW	0945-1105
Above class meets at the Hollister Briggs site.						
40140	Lec	PB1	C Avila	3.0	R	0600-0905

CMUN 129 Presentation Graphics - MS PowerPoint

Transferable: CSU

This introductory course in presentation graphics will use Microsoft Office's "PowerPoint" software to create a computerized presentation with text and objects. This course has the option of a letter grade or pass/no pass. May be repeated three times for credit. This course is also listed as CSIS 129. **ADVISORY:** CSIS 126 or word processing skills in the Windows environment.

40751	Lec	BU110	E Venable	1.0		Lab hours are: M-F 09:00-03:00
This is an open-entry, self paced class. Please contact the instructor for specific instructions.						
40753	Lec	HOL3	M Bryson	1.0	MW	0900-1105
02/22/12 - 03/14/12 Above class meets at the Hollister Briggs site.						
40755	Lec	HOL3	F Mendez	1.0	W	0400-0550
02/01/12 - 02/22/12 Above class meets at the Hollister Briggs site.						

COMPUTER GRAPHICS AND DESIGN

CGD 4 2D/3D Technical Computer Graphics II

Transferable: CSU

Intermediate computer graphics design course expands skills and concepts introduced in CGD 2. Develops technical design and graphic skills required to create explain, analyze, model, render, and animate products using a problem solving process and applying knowledge of 2D and 3D technical drafting standards used in manufacturing and engineering. Other topics include ergonomics, materials, design/typography/color principles and theories. Projects assigned integrate technology with design and focus upon proposing, producing and marketing useful products by developing and visually communicating ideas that are necessary for succeeding in desired design career(s). May be repeated once for credit. **ADVISORY:** Completion of CGD 2 with a grade of C or better.

40375	L/L	LI126	C McLaughlin	3.0	TR	0220-0340
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Classroom locations: Refer to "How to Use This Schedule" on page 8.