

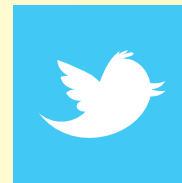
# GAVILAN COLLEGE

*BIG TIME EDUCATION... HOMETOWN LOCATION*

**SCHEDULE OF CLASSES** Spring 2012 **Classes start January 31**



*información en español*  
*p. 83 – 86*



## **Go Social**

Connect with these great programs on Facebook

- GavASB
- EOPS
- Career/Transfer Center
- Distance Ed
- CalWORKS
- Community Education
- Tutoring Center
- STAR
- Football
- Theater Arts
- Baseball
- Volleyball
- Child Development Center
- Student Success Center

## **Save the Date**

Science Alive - February 11  
VDAY - February, TBA  
Marion Filice Youth Plano  
Competition - March 3  
Bach to Blues - March 17  
Taming of the Shrew - April 27& 28  
May 4&5, 11&12  
Graduation - May 25

## **NEW !!**

**Women's Self-Defense - p. 53**  
**Water-Wastewater Technology - p. 67**

Visit the **Student Success Center**  
in PB 11 for computers, microwave,  
small study rooms, workshops,  
counseling and more!



## REGISTRATION CALENDAR

A “returning” student has been absent from Gavilan College for one school year (3 semesters). New application required/Priority registration not available.

A “continuing” student was enrolled in the previous semester. No new application required/Priority Registration available if Orientation has been completed.

### PRE-PRIORITY REGISTRATION: Nov 17, 18, 21

DRC, EOPS and Veterans only

- **DRC and EOPS** continuing students may register on myGAV or with their counselor (see your program department for more details).
- **Veterans:** Pre-Priority registration is granted to any member or former member of the Armed Forces of the United States who is within four years of leaving active duty. Those eligible and using veteran's benefits may register on MyGAV. Veterans not using VA benefits must meet with a general counselor for registration. Please bring a copy of your DD214 form.

### PRIORITY REGISTRATION: Nov 28 – Dec 4

Continuing Students only.

- *In person:* Nov 28-Dec 2; Mon-Thurs. 8 am-4:30 pm, Fri. 10 am - 2 pm
- *Online* Nov 28-Dec 4

### OPEN REGISTRATION: Dec 5 – Jan 27

All Students (High School Contract students must register in person.)

- *Dec 5-Dec 22; Mon-Th, 8 am - 4:30 pm; Fri 10 am - 2 pm*  
(Closed for Christmas Holiday 12/23-1/2.)
- *Jan 2-27; Mon-Th, 8 am - 4:30 pm. Fri 10 am - 2 pm* [Closed for Martin Luther King Day (1/16) and Professional Development Day (1/30)]
- *Online* Dec 5-Jan 30

### LATE REGISTRATION: Jan 31 – Feb 9

All students

**OPEN ENTRY & LATE-START CLASSES** Students must be registered before the first day of a late-start course.

## WHERE & WHEN?

### GILROY

**Nov 17-Dec 22** Mon-Thurs, 8 am - 4:30 pm, Fridays 10 am - 2 pm

*Dec 23 - Jan 2: Closed for holiday break*

**Jan 3-27** Mon-Thurs, 8 am - 4:30 pm, Fridays 10 am - 2 pm

**Jan 31-Feb 9** Mon-Thurs, 8 am - 6:30 pm, Fri, 10 am - 2 pm

**Feb 10** **Regular business hours** resume:

Mon-Thurs, 8 am - 5 pm, closed Fridays

### MORGAN HILL AND HOLLISTER

**Nov 28-Dec 16** Mon-Thurs, 8 am - 6 pm, Fri, 8 am - 5 pm

**Dec 19-22** Mon-Wed, 8 am-5 pm

*Dec 23 -Jan 2: Closed for holiday break*

**Jan 3-27** Mon-Thurs, 8 am - 5:00 pm, Fri, 8 am - 12 pm

**Jan 31** **Regular business hours** resume:

Mon-Thurs, 8 am - 6 pm, Fri, 8 am - 5 pm

*Jan 16: Closed for Martin Luther King Day*

*Jan 30: Closed for Professional Development Day*

*Feb 17-20: Closed for President's Day instructional break*

*May 25: Closed for Graduation*

**ONLINE** [www.gavilan.edu](http://www.gavilan.edu), click on **myGAV**

## REGISTER ONLINE!

[www.gavilan.edu](http://www.gavilan.edu)

click on **myGAV**

- ✓ Register—add and drop classes
- ✓ Check class availability and fees
- ✓ Choose “Pass/No Pass” options
- ✓ Check prerequisites
- ✓ Print an unofficial transcript
- ✓ Search for classes by time, day, part of term, method of instruction and more!

### Register online if:

1. You are a continuing student or have submitted an application at least 10 business days prior to registering.
2. You have no “holds.”
3. You have successfully completed course prerequisites at Gavilan College or have been verified through assessment or evaluation of official transcripts from another college.
4. You are not in “dismissed” status.

### CREDIT CARDS accepted online:

American Express, Discover, MasterCard or Visa

Online Help: (408) 848-4736

(Monday — Thursday only, 9 am-5 pm)

## PAYMENT DEADLINES

**You must pay ALL fees and the outstanding balance on your accounts by the deadline or you will be dropped from ALL classes!**

Register Between	Last Day to Pay
Nov 17, 8:00 am - Dec. 14, 2:30 pm	Wednesday Dec 14, 2:30 pm
Dec 14, 5:00 pm - Jan 11, 2:30 pm	Wednesday, Jan 11, 2:30 pm
Jan 11, 5:00 pm - Jan 25, 2:30 pm	Wednesday, Jan 25, 2:30 pm
Jan 25, 5:00 pm and after	Day of Registration

**De-registration will occur and registration (both online and in-person) will be closed from 2:30 pm - 5:00 pm on each deadline day.**

### You may be eligible for Financial Aid

Visit the Financial Aid office on the Gilroy campus (SC 124) or go to [www.gavilan.edu/finaid](http://www.gavilan.edu/finaid) on the web. Information on page 12.

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## Spring 2012 Calendar

*Semester begins: January 31*

**February 9:**  
**ABSOLUTE** Last day to add a semester-long course

**February 15** Last day to drop a semester-long course with a refund

*Presidents' Day Holiday: February 17 - 20*

**February 29, 4:30 p.m.** Last day to drop a semester-long class with no record shown on your transcript

**February 29:**  
Deadline for selecting pass/no pass grading option

*Spring Break: April 9 - 15*

**April 19:** Spring Graduation petitions due

**April 24 , 4:30 p.m:** Last day to withdraw from a semester-long class. A "W" will appear on your transcript

**May 1:** First day to file transcript request

**May 1:** First day to request CSU / IGETC Certification

**May 19 - 25:** Final Exams

**May 25:** Graduation

*Last Day of Semester: May 25*

**June 7:** Final Grades Available Online

**June 25:** Official Transcripts Available

*This class schedule is  
dedicated to the  
memory of Cindy Starr*

**ALTERNATE FORMATS**

The Gavilan College Schedule of Classes is available in alternate media formats.

Contact the Disability Resource Center at 408-848-4865 or the Office of the Vice President of Student Services at 408-848-4738.

**FORMAS ALTERNATIVAS**

El Horario de Clases del Colegio Gavilán está disponible en formato de medios alternos. Por favor de contactar El Centro de Recursos para Estudiantes Inhabilitados (DRC) a 408-848-4865 o la Oficina del Vice Presidente de Servicios de Estudiante a 408-848-4738.

**ACCURACY STATEMENT:** The Gavilan Joint Community College District and Gavilan College have made every reasonable effort to ensure that the 2012 Spring/Summer Preview Class Schedule is accurate. Courses and programs that are offered, along with other information in the schedule, are subject to change without notice by the Gavilan College administration for reasons related to student enrollment, level of financial support, or for any other reason, at the discretion of the district and the college. The district and college further reserve the right to add to, amend, or repeal any of its rules, regulations, policies, and procedures, consistent with applicable laws.

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# Welcome to Gavilan College.

**SUPERINTENDENT/PRESIDENT**

The economic recovery is long in coming, yet Gavilan College remains financially stable. Gavilan College continues to provide the higher educational programs that you count on to transfer to a university, prepare for careers, and build academic and professional skills. Believe it or not, there is good news!

We have received a federal grant of \$1.2 million dollars per year for the next five years to strengthen our STEM programs (Science, Technology, Engineering, and Mathematics.) Our successful Water Industry Technology classes, piloted through the Community Education department, will be offered for credit in the Spring.

Last year's SB 1440 legislation, requiring that community colleges and California State Universities work together to develop transfer-approved associates degrees will begin to take the uncertainty out of transferring, by ensuring that all of the courses taken at a community college in completion of a pre-approved degree will be accepted by the university. Gavilan College is now offering two of these transfer degrees in Communications and Administration of Justice. More are on the way.

The Gavilan College Board of Trustees has passed a Student Success Policy. Our job is not just to get you enrolled, but to make sure you have the support and structures necessary to realize your goals. A newly created Student Success Center will serve as a hub for first-year students, providing a supportive environment and guidance in navigating success in college.

Have a great semester!

*Steve M. Kinsella*  
Superintendent/President  
Steve Kinsella





## Gavilan College Principles of Community

As members of the Gavilan College community, we value the worth and dignity of every person, the pursuit of truth, devotion to excellence, acquisition of knowledge, and the nurture of democratic citizenship. We strive to maintain these ideals in an environment of inclusiveness and mutual respect.

The Principles of Community provide the foundation which creates this environment. The expectation is that we maintain the highest ethical standards in order to establish an atmosphere of civility, honesty, cooperation, professionalism and fairness.

Gavilan College aspires to be:

### Diverse

We embrace and celebrate diversity in all its forms (the heritage, achievements, uniqueness, and contributions of all our members) and seek to uphold an inclusive, open and enlightened community.

### Open

We believe free exchange of ideas requires mutual respect, trust and consideration for our differences.

### Purposeful

We are a community that maintains a shared commitment to service to society and advancement of knowledge through innovative teaching and learning.

### Just

We are committed to respect for individual dignity and equitable access to resources, recognition and security.

These Principles of Community, reflected in Board Policy 2715, guide the institution's actions. They provide guidelines to follow and are to be considered a living document. Adherence to the Principles of Community is the professional responsibility of all staff. Behavior that is in conflict with the principles may be subject to peer review. Ultimately, Gavilan College is dedicated to fulfilling its mission with compassion, caring and understanding, while respecting all individuals.

## Board of Trustees

Tom Breen, *San Benito County, B.S., J.D., Santa Clara University*

Kent Child, *San Benito County, A.A., College of San Mateo; B.A., M.A., San Jose State University*

Mark Dover, *Gilroy, B.S., M.A., San Jose State University*

Laura Perry, Esq., *Morgan Hill, A.A., Gavilan College; B.S., San Jose State University; J.D., Santa Clara U.*

Tony Ruiz, *San Benito County, A.A., Gavilan College; B.S., M.A., Fresno State University*

Walt Glines, *Gilroy,*

Mike Davenport, *Morgan Hill, B.S., Jacksonville University, M.S., National University*

Izzy Quistian, *Student Trustee*

## Administration

Steven M. Kinsella, D.B.A., C.P.A., *Superintendent/President*

Kathleen Rose, Ed.D., *Executive Vice President and Chief Instruction Officer*

Joseph Keeler, *Vice President of Administrative Services*

John Pruitt, *Vice President of Student Services*

Fran Lozano, *Dean of Liberal Arts and Sciences*

Sherrean Carr, *Dean of Career Technical Education*

Ron Hannon, *Dean of Kinesiology and Athletics*

Fran Lopez, *Associate Dean of Disability Resource Center*

Rachel Perez, *Associate Dean of Community Development/Grants Management*

Anne Ratto, *Associate Dean of EOPS/CalWORKs and CARE*

## MISSION

In an environment that cultivates creativity, stimulates curiosity and emphasizes student learning, Gavilan College serves its community by providing high quality educational and support services that prepare students for transfer, technical and public service careers, life-long learning and participation in a diverse global society.

## LOCATIONS

### Gilroy Main Campus

5055 Santa Teresa Blvd.  
Gilroy, CA 95020  
408-848-4800

### Morgan Hill Community Center

Gavilan College Building  
17060 Monterey Road  
Morgan Hill, CA 95037  
408-782-2873

### Hollister, Briggs Bldg.

365 Fourth St.  
Hollister, CA 95023  
831-636-3783

## ACCREDITATION

*Gavilan College is accredited by the Accrediting Commission for Community and Junior College of the Western Association of Schools and Colleges (WASC.) For more information go to [www.gavilan.edu/accreditation](http://www.gavilan.edu/accreditation).*

### Contact information:

*The Accrediting Commission for Community and Junior Colleges  
Western Association of Schools and Colleges  
10 Commercial Boulevard, Suite 204,  
Novato, CA 94949*

*Telephone: 415.506.0234*

*Fax: 415.506.0238*

*[accjc@accjc.org](mailto:accjc@accjc.org) edu/accreditation*

# New Students' Guide

Application

Assessment

Orientation

Counseling

MyGAV Portal

Your MyGAV Account

Register for Classes

Pay for Your Classes

Using DegreeWorks

**APPLY** in person or download an application and mail it in. Allow 10 business days for your application to be processed.

**APPLY** for Financial Aid (if desired).

## Never attended college?

Sign up for the **Placement Assessment** test no sooner than 10 business days after submitting your application. Wait 2 business days after taking the test, then...

NEW STUDENTS MUST complete the Gavilan College **Orientation** anytime after submitting your application before meeting with a counselor.

Establish your **MyGAV Account** no sooner than 10 business days after submitting your application. Directions on page 9.

**See a Counselor** for assistance with course registration.

*You may choose to not participate in orientation. Doing this will prevent you from participating in priority (early) registration and prevent you from meeting with a counselor for registration assistance.*

**Continuing Students** No new application required. Priority registration available if orientation has been completed.

**Returning Students** New application required. Priority registration not available.

## Matriculation ADMISSIONS • ASSESSMENT • ORIENTATION • COUNSELING • FOLLOW-UP

Matriculation is a series of services that helps you identify and successfully complete your educational goals.

### Exemptions from assessment and orientation

Matriculation services are optional for some students. You may opt out of assessment and orientation if you:

- have an AA degree or higher .....or
- have accumulated fewer than 12 units in transfer courses ....or
- plan to enroll in fewer than six units....or
- do not plan to earn a certificate or degree.

Inform your counselor or the Admissions & Records Office if you choose to opt-out. Doing this will prevent you from participating in priority/early registration.

**If you have attended another college** and completed math and English courses within the past two years, you do not need to take the Gavilan College placement assessment unless you wish to take it or it is required by your major.

### English as a Second Language Students

New ESL students go through the ESL assessment process. **See page 124.** *Todos los nuevos estudiantes de ESL deben tomar el examen de nivelación de ESL. Consulte la página 124.*

The assessment instruments used by Gavilan College for general assessment are the College Tests for English Placement (CTEP) and the Mathematics Diagnostic Testing Project (MDTP.) They are administered in English and are not intended for applicants to the English as a Second Language (ESL) program. Accuplacer will be used starting February 2012.

### Eligibility: You are eligible to attend Gavilan College if

- You are a high school graduate or you have passed the GED or the California High School Proficiency exam
- You are 18 years of age or older
- You are currently enrolled in high school. High School students may enroll with Special Student Status by completing a High School Contract form.

**DO THIS 10 DAYS AFTER SUBMITTING YOUR APPLICATION!****You must have a Gavilan ID and PIN before you can schedule assessment or counseling.****Get Started:**

Go to [www.gavilan.edu](http://www.gavilan.edu).  
Click on the **MyGAV icon**.

**Use MyGav to:**

- **Register**—Add & Drop classes
- Check class availability and fees
- Choose Pass/No Pass Options and prerequisites
- Search for classes by time, day, part of term, method of instruction
- View and print your semester schedule
- View your financial account and pay your bill with a credit card
- View and print grades and unofficial transcripts
- Update your contact information
- Access **MyDegreeWorks**
- Access and manage your personal, course and school calendars

**First Time Users:****Create Your MyGAV Account**

Click the link that says **Get Your Gavilan ID and PIN** and follow the steps below.

1. Enter **your name** exactly as it appears on your application.
2. Enter your **social security number**.
3. Enter your **date of birth**. (mm/dd/yyyy).
4. Click on **Get Gavilan ID**.
5. **Write down your ID** ("G-number"). **Write down your PIN**. This is a temporary PIN. In the next step you will create your permanent PIN.
6. Click on the **Log in to Gavilan Self-Service Banner** link at the bottom of the page. Click **Login**.
7. Enter your **ID** and **temporary PIN**. Click **Login**.
8. Enter your **temporary PIN** number first, then choose a new six digit number that you will remember and enter it on the next two lines.
9. Click **Login**.
10. Enter **a security question**. It should be something that has an answer that does not change and you will always know (for example, "In what town was my sister born?") On the next line, enter the answer.
11. Once you submit this question and answer, you will be taken to your personal Banner account!

Get Gavilan ID

First Name:	<input type="text"/>
Last Name:	<input type="text"/>
SSN:	<input type="text"/>
Date of Birth:	January 01

Secure Access Login

Gav ID:

PIN:

Having problems logging in? [Click here](#)

**Get Your Gav ID and Pin**

[View Class Schedule](#)

[View Course Catalog](#)

**Login Verification Change PIN**

Either you are a first-time user user user  
You will have to change your PIN before

Re-enter Old PIN:  (First-time users: .

New PIN:  (Pin must be 6 dig

Re-enter new PIN:

**Security Question and Answer**

Please enter your new Security Question and Answer. Then Submit Changes.

Please Confirm your Pin:

Question:

Answer:

OR

Question:

Answer:

**If you are unable to access your Gavilan ID# and PIN  
call the help line at 408-848-4736, Mon-Thur, 9 am - 5 pm., Fri 10 am - 2pm**

## Assessment (408) 846-4992

Placement/assessment testing ensures that you are enrolled in courses that match your abilities in language and computational skills. Placement scores, together with other indicators of your abilities, are used by counselors to recommend appropriate course placements.

Students must have completed the eighth grade to be eligible for assessment services.

### Sign up online at [www.gavilan.edu/admit/assess.html](http://www.gavilan.edu/admit/assess.html).

Computers available for student use are located in the Career/Transfer Center and Library. If necessary you may sign up at the Admissions and Records Office on the main campus.

Sessions begin promptly at the stated time. **Check in is one half hour prior to starting time.** No one will be admitted after the session has begun.

### Assessment requirements:

- Valid picture ID (a state-issued driver's license, or ID, passport, Student Body Card, Military ID or Alien Registration Card. Contact the Assessment Office (MP100) or call 408-846-4992 if you do not have a valid ID.)
- Gavilan ID number
- The Assessment Center will provide pencils and scratch paper for students during testing. All items will be collected after the test.
- No electronic devices are allowed

### Re-Assessment:

If you have previously taken an assessment test, you may retake after 30 days. You may reassess once per semester.

For dates and locations go to [www.gavilan.edu/admit/assess.html](http://www.gavilan.edu/admit/assess.html)

**Advanced Placement** You may earn credit for College Entrance Examination Board (CEEB) Advanced Placement (AP) Tests with scores of 3, 4, or 5. AP credit can be used to meet IGETC, CSU GE and A.A. general education (GE) and/or major requirements.

## Counseling (408) 848-4723

Counselors can assist you in meeting educational, career and life goals. If you are uncertain about your plans for the future, experiencing difficulty in making important decisions, or have any other personal or social concerns, the counseling staff is here for you. In addition, counselors make referrals to many community agencies. You may seek the assistance of any counselor at Gavilan College.

### See a counselor if you are:

- a first time student planning to transfer
- a first time student planning to obtain a AA/AS degree
- an undecided major
- a high school contract student
- an academic probation student
- taking over 17.99 units (spring/fall) or over 5.99 units (summer)
- have completed prerequisite courses at another college(s)
- an international student with an "F" Visa

## Orientation (408) 852-2866

Orientation provides you with an overview of instructional programs, support services, facilities and general graduation requirements, and helps you make the best use of your time to complete your educational goals.

Orientation may be completed online or in person.

### In Person Orientation

This is also a time for us to welcome you to Gavilan College and for you to



Register online or by phone

### In-Person Orientation Schedule

Day	Date	Time	Location
Weds	Nov 30	8:00 am-10:00 am	LI 171
Weds	Dec 7	8:00 am-10:00 am	LI 171
Fri	Dec 9	11:00 am-1:00 pm	LI 171
Weds	Dec 14	8:00 am-10:00 am	LI 171
Fri	Dec 16	11:00 am-1:00 pm	LI 171
Weds	Jan 11	5:00 pm-7:00 pm	LI 171
Thurs.	Jan 12	TBA	Hollister
Sat	Jan 14	10:00 am- 12:00 pm	LI 171
Fri	Jan 19	10:00 am- 12:00 pm	LI 171

***New students (never attended college) must complete orientation prior to meeting with a counselor.***



## myDegreeWorks

Log in to myGav and click DegreeWorks on the Student tab for 24/7 online access to:

- View your progress toward a Gavilan degree or certificate.
- Keep track of courses you must take to complete your degree or certificate.
- Check other degree options without any commitments.
- View and print your educational plan.
- View notes from the counseling and administrative offices.
- Use a GPA calculator to determine your term or graduation GPA.

### Specialized Counselors by Program

Athletics:	408-848-4880	GY118
Student Success	408-848-4776	PB11
DRC:	408-848-4767	LI 117
EOPS/CalWORKs:	408-848-4740	LI101A
MESA:	408-848-4800, ext. 5606	MA117
STEM:	408-848-4820	SC102
TRIO:	408-848-4707	LI109



**Adding Classes:** Add codes expire on the "last day to add" and cannot be used after that time. Letters from instructors will not be accepted. It is your responsibility to ensure that you are officially registered for classes.

**No exceptions!**

Instructors check the roster at the beginning of each class meeting to confirm that the students present are enrolled.

View your registration status on MyGav or ask your instructor to verify your name on the official class roster.

**Dropping Classes:** You may withdraw from a course by submitting a drop card to Admissions & Records or by completing the drop process on self-service Banner. Click on the Add or Drop Classes link (under Registration Tools) on the Student Tab of MyGAV.

**Withdrawal Policy:** The following grading practices apply when withdrawing from a course:

- If you withdraw from a course before 30% of the class meetings have occurred it will not show up on your transcript.
- If you withdraw from a course prior to completion of 75% of the class meetings for the course you will receive a grade of "W"; thereafter, you will receive whatever grade you have earned based upon the entire semester's work.
- You may withdraw from the same course and receive a grade of "W" twice; after the second "W", you will receive the grade you have earned, based upon the entire semester's work.
- A withdrawal may be excluded from the two-time maximum limit in the case of extenuating circumstances such as natural disasters or other circumstances beyond the control of the student including verified cases of accident or illness.

**Course Conflicts:** Students with class conflicts must have a note from 1) either both instructors stating they are aware of the conflict or 2) the instructor of the class the student will leave early/arrive late. The note must state what steps will be taken to make up time/work or if there are no conflicting problems.

**Educational Plan**

You are expected to take the responsibility for scheduling an appointment with a counselor, preferably at least once a semester to develop, review and update your educational plan and ensure that you are taking the appropriate courses to meet your educational goal.

**General Education Reciprocity Agreement**

Gavilan Community College has entered into a mutual agreement with nine other community colleges to accept the general education of these colleges. The participating colleges are Chabot College (Hayward), De Anza College (Cupertino), Evergreen Valley College (San Jose), Foothill College (Los Altos Hills), Gavilan College (Gilroy), Las Positas (Livermore), Mission College (San Jose), Ohlone College (Fremont), San Jose City College (San Jose) and West Valley College (Saratoga).

Students who obtain a Certification of Completion of Associate Degree General Education or complete an associate degree at any of the participating colleges will have both their general education course work and graduation proficiencies accepted as completed at any one of the participating campuses.

Photo ID and Gavilan Student ID number are required to obtain counseling services.



**Counseling Appointments**

**Gilroy Campus (408) 848-4723**

Counselors available at these times for registration assistance only.

**January (walk-in only):**

- Tues Jan 10 8 am - 7 pm
- Wed Jan 11 8 am - 3 pm
- Thurs Jan 12 8 am - 6 pm
- Tues Jan 17 8 am - 7 pm
- Wed Jan 18 8 am - 6 pm
- Thurs Jan 19 8 am - 6 pm
- Tues Jan 24 8 am - 7 pm
- Wed Jan 25 8 am - 3 pm
- Thurs Jan 26 8 am - 6 pm

**Beginning in February**

Walk-in: Mon-Fri, 8:30 am - 12:30 pm  
 (Please arrive at least 30 minutes before closing).  
 Appointments: Mon-Thur 8:00 am - 7:30 pm, Fri 8:00 am - 3:30 pm

**Morgan Hill 408-782-2873**

Thurs Jan 19 and Jan 26  
 Walk-in: 11 am - 3 pm  
 Evening appointments: 4 pm - 7 pm

**Beginning in February**  
 Call for drop-in and/or appointment schedule.

**Hollister 831-636-3783**

Tues Jan 17 and Jan 24  
 Walk-in: 11 am - 3 pm  
 Evening Appointments: 4 pm - 7 pm

**Counseling schedules are subject to change. Visit [www.gavilan.edu/counseling](http://www.gavilan.edu/counseling) for updates.**

NOTICE: Recent legislative changes have occurred related to course repetition and withdrawal. Complete details will be forthcoming.

# How to read the Class Schedule

**Transferrability**  
Includes:  
CSU, UC  
CSU-GE area designation  
IGETC area designation  
Gavilan AA/AS General Education designation  
CAN #: For more information, refer to the General Education/ Course Credit Matrix on page 48 of the 2011-2013 Gavilan College Catalog.

**Course Number**

**Course Title**

**Discipline**

**BUSINESS**

**BUS 1 Fundamentals of Business**  
Transferable: CSU; UC; GAV AA/AS, D2  
Course Description  
REQUIRED/ADVISORY: Listed at the end of the course description

CRN	Type	Room	Instructor	Units	Days	Begin-End
10000	LEC	BU120	ROSS Y	3.0	TR	1250P 0210P
10100	LEC	BU119	STAFF	3.0	T	0600P 0900P

**Prerequisites**  
(Refer to the College Catalog for Advisories for most courses. See page 28 of this schedule for an explanation of Advisories, Prerequisites and Co-requisites.)

**Course Reference Number**

**Evening & weekend Courses**  
*gray shading*

**Building/Room**

**Instructional Type**  
LEC Lecture  
LAB Laboratory  
L/L Lecture/Laboratory

**Instructor**

**Semester Units**

**Days -see legend below**

**Times**

## Legend

M = Monday T = Tuesday W = Wednesday R = Thursday F = Friday S = Saturday U = Sunday

ARR = Additional weekly hours required FEX = Field Experience TBA = to be arranged TV = Telecourse

Wrk Ex = Work Experience

Gray shading indicates evening and weekend classes

## What is a CRN?

CRN stands for Course Reference Number. This is the number (used to be called section) that you will use to register for your classes.

## Guide to off-campus class locations


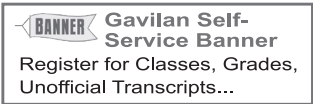
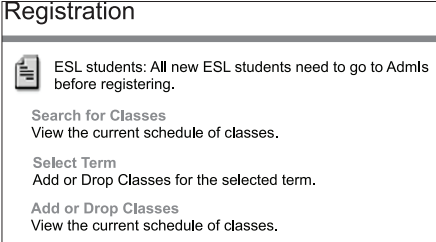
For on-campus locations, see campus map, inside back cover

### Off-Campus Class locations

ANZ	Anzar High School, San Juan Bautista	LOADCS1	Live Oak Adult Day Services, 651 West Sixth St., Gilroy
BROWNL	Brownell Middle School, 7800 Carmel St., Gilroy	LOHS	Live Oak High School, 1505 E. Main Ave., Morgan Hill
CALAVR	Calaveras Elementary, 85 Tilton Ave., Morgan Hill	MHG	Morgan Hill Community Center, 17060 Monterey Rd., Morgan Hill
CHS	Christopher High School, 850 Day Rd., Gilroy	OMC	Ochoa Migrant Camp
CRC	Centennial Recreation Ctr., 171 W. Edmundson Ave., Morgan Hill	PORTHL	Portuguese Hall, 695 Seventh St., Hollister
CTC 1-4	GUSD/Gavilan Computer Technology Center on Murray Ave., Gilroy	PLY	Morgan Hill Playhouse, Monterey Highway and Dunne, Morgan Hill
EGLRIG	Eagle Ridge Golf Course, Santa Teresa Blvd., Gilroy	SBHS	San Benito High School 1220 Monterey St., Hollister
ELIOT	Eliot Elementary School, 475 Old Gilroy St., Gilroy	SBCL	San Benito County Library, 470 5th St., Hollister
ELROBL	El Roble Elementary, 930 Third Street, Gilroy	SBRAT	Sobrato High School, 401 Burnett Ave., Morgan Hill
ERGOLF	Eagle Ridge Golf Club, 2951 Club Dr., Gilroy	SJBCC	San Juan Bautista Community Center, 10 San Jose St., San Juan Bautista.
GHS	Gilroy High School, 750 W 10th St., Gilroy	SOL	Solorsano Middle School, 7121 Grenache Way, Gilroy
GIBOWL	Gilroy Bowl, 7554 Monterey Street, Gilroy	STF	St. Francis, 7950 Church St., Gilroy
HOL	Hollister Briggs Bldg, 365 Fourth St. Hollister	SUNNY	Sunnyslope Elementary, 1475 Memorial Dr. Hollister
HOLLCC	Hollister Community Center, 300 West St., Hollister	SVALLY	South Valley High School, 385 loof Ave., Gilroy
HOPE-G	HOPE - 8855 Murray Ave., Gilroy	VG	Village Green, 7610 Isabella Way, Gilroy
HOPE-H	HOPE - 650 San Benito St. Suite #120, Hollister	WEX	Work Experience
HVME1	Hacienda Valley Mobile Estates, 275 Burnett Ave., Morgan Hill		
JS	Jasmine Square, 16530 Monterey Rd., Morgan Hill		

# How to Register Online

New students must file an application at least 10 business days prior to registering.

- Go to ([www.gavilan.edu](http://www.gavilan.edu)). Click on the **MyGAV** icon. 
- Log in to MyGAV.** Enter your **“G”** number and **PIN**. Click **Login**.
- On the **Main Menu** page, select the **Student Tab**. 
- On the **Student** page, click the **Gavilan Self-Service Banner** box.
- On the **Main Menu** page, select **Student**. 
- On the **Student Menu** page, select **Registration**.
- On the **Registration** page, click on **Add or Drop Classes**.
- On the **Registration Term** page, select the **term** from the drop down list for which you will enroll (e.g. Fall 2011).
- On the **Add or Drop Classes** page, **enter the CRNs** of the courses you wish to register for and select **Submit Changes**.
- If **Status=\*\*Web Registered\*\*** then you have successfully registered.
- To pay for the class(es) you have registered for, go to the bottom of the page and select **Registration Fee Assessment** and you will see your account balance information and payment instructions.

## General Information

**Attendance** If you fail to attend the first class session you may be dropped by the instructor in order to admit waiting students. It is your responsibility to drop the course. Do not assume that the instructor will do so. You **MUST** officially withdraw from a class before the refund deadline in order to receive a refund, even if you have never attended the class.

**Advisories** A course advisory is recommended preparation for a course. It is not a prerequisite to taking a course but is strongly suggested that the advisory be met prior to enrollment, as success in the course may depend upon having that skill or knowledge level. This becomes critical in being able to read and understand college textbooks.

**Campus Safety and Crime Statistics** Contact the Gavilan College Security Department at **408-710-7490 (or dial “10” from any campus extension)** to report criminal or potential criminal activity.

Campus safety information and crime statistics are available online at [www.gavilan.edu/safety](http://www.gavilan.edu/safety). If you would like a hard copy of this information, copies are available at the Campus Security office (S/F bldg.) or call 408-848-4703 to have a copy mailed to you.

**Course Repetition** There are limits on the number of times a course may be repeated. For some classes, repeat information is indicated by the class description in the schedule. If there is no repeat notation following the class description, it may be repeated once without filing a petition, if a grade of D, F, NC or NP was earned. See 2011-2013 Catalog for details and procedures.

**Pass/No Pass, Letter Grade Option** Some courses have the option of a final grade of Pass/No Pass or a traditional letter grade of “A”, “B”, “C”, etc. The grading option is shown by the class listing in the schedule. See 2011-2013 Catalog for details.

**Prerequisites and Co-requisites** A **prerequisite** is a course or skill level that is required **before** you can enroll in another course. Courses used to meet prerequisite requirements must have been completed with a “C” grade or better or “Pass”. A **co-requisite** is a set of courses that you must take at the same time.

**Challenging a Prerequisite:** If you believe that you have the equivalent of a prerequisite through other means (courses at another college, AP tests, work experience, etc.) already fulfilled a prerequisite, or that a prerequisite has been improperly established or implemented, you may challenge the prerequisite by filing a **Challenge Form**. See 2011-2013 Catalog for details.

**Transcripts** will be released **ONLY** with written authorization. Telephone requests will not be accepted. The first two copies are free; there is a \$4 charge for each copy thereafter. Transcripts are normally sent out within ten business days of the request. This response time may be longer during busy periods such as the first two weeks of a new semester. Urgent requests cannot be honored during the late registration period but can normally be produced within 48 hours at a cost of \$7 per copy. Unofficial transcripts are available online.

## Paying for College

Pay fees in person at all locations, by mail, or online at [www.gavilan.edu](http://www.gavilan.edu) In Person: cash, check, Mastercard, Visa  
Online: American Express, MasterCard, Visa or Discover Card

### Basic Fees

Per unit fee (California resident)	\$36
Per unit fee (non-resident) . . . . .	\$216
Health Fee: . . . . .	\$17 (summer, \$14)
Campus Center Use Fee (fall & spring only) \$1 per unit to a maximum of \$5	
Student Representation Fee . . . . .	\$1
ASB Card, per semester . . . . .	\$6

### Student Representation Fee

The student government (ASB) uses the fees to lobby and advocate for student issues and concerns at the state level, and to support opportunities for students to attend leadership conferences on issues related to advocacy. If you do not wish to support these activities you may request a refund directly from the ASB.

### Student ID (ASB) Discount Card

ASB cards are issued as part of the registration process. You may pay and have your picture taken at all registration locations. Students who register online and opt not to purchase an ASB card at the time of registration may purchase one at a later time. Students with financial hardship can request assistance at Financial Aid, EOPS, TRIO, and MESA programs.

Associated Student Body Card fees support campus activities, educational programs, speakers, and cultural events, and provide discounts to card-holders at campus and off-campus venues. If you do not wish to purchase an ASB card you may opt-out at the time of registration.

### California Nonresident Tuition Fee Exemption (AB540)

as required by California law, provides an exemption from payment of non-resident tuition for eligible non-immigrant students. To be eligible, you must have attended a California high school for three full years and have graduated from a California high school or have received the equivalent of a California diploma (GED, CHESPE). The exemption does not grant residency status and you may not be eligible for state aid programs such as BOG, EOPS or federal financial aid. You must sign an affidavit affirming that you have filed or will file an application with INS to legalize your immigration status as soon as you are eligible to do so. Contact the Admissions & Records Office for more information.

**Parking Permits** Required only on the Gilroy campus Monday-Friday. Purchase parking permits at the Admissions and Records Office.

Day Permit (7 a.m. - 10 p.m.) . . . . .	\$40
Day Permit with TANF/AFDC/SSI or Financial Aid	\$20
Evening Permit (3 p.m. - 10 p.m.) . . . . .	\$20
Summer . . . . .	\$20
Single-Day permit . . . . .	\$0.75

Purchase single-day permits from the coin-operated machines located in parking lots A, E, H and at the south entrance to campus. Exact change is required.

**Student Health Fees** provide health services and accident insurance for all students enrolled in credit classes.

### Book and Materials Costs *Reference H. R. 4127*

The International Standard Book Number (ISBN) and retail price of required or recommended text books and supplemental materials for each course. is available at [www.gavilan.edu/bookstore/index.htm](http://www.gavilan.edu/bookstore/index.htm)

## Spring Fee Schedule

TOTALS INCLUDE: \$36 per unit Enrollment Fee, \$180 Non-Resident Fee (if applicable), \$17 Health Fee, \$1 per unit Campus Center Use Fee (to a maximum of \$5), \$6 Student ID/Discount Card and \$1 Student Representation Fee.

# of Units	California Resident	Non Resident Out-of-State	# of Units	California Resident	Non Resident Out-of-State	# of Units	California Resident	Non Resident Out-of-State
0.5	42.50	132.50	6.5	263.00	1433.00	12.5	479.00 . . . .	2729.00
1.0	61.00	241.00	7.0	281.00 . . . .	1541.00	13.0	497.00 . . . .	2837.00
1.5	79.50	349.50	7.5	299.00 . . . .	1649.00	13.5	515.00	2945.00
2.0	98.00	458.00	8.0	317.00 . . . .	1757.00	14.0	533.00	3053.00
2.5	116.50	566.50	8.5	335.00 . . . .	1865.00	14.5	551.00	3161.00
3.0	135.00	675.00	9.0	353.00 . . . .	1973.00	15.0	569.00	3269.00
3.5	153.50	783.50	9.5	371.00 . . . .	2081.00	15.5	587.00	3377.00
4.0	172.00	892.00	10.0	389.00 . . . .	2189.00	16.0	605.00	3485.00
4.5	190.50	1000.50	10.5	407.00 . . . .	2297.00	16.5	623.00	3593.00
5.0	209.00	1109.00	11.0	425.00 . . . .	2405.00	17.0	641.00	3701.00
5.5	227.00	1217.00	11.5	443.00 . . . .	2513.00	17.5	659.00	3809.00
6.0	245.00	1325.00	12.0	461.00 . . . .	2621.00	18.0	677.00	3917.00

## Payment Deadlines-

### See inside front cover for dates.

You must pay **in full** by the payment deadline following the day you register (it may be the same day.) **If you receive financial aid you** will be required to pay some minimal fees (some as low as \$1.00) before the payment deadline or risk being dropped from ALL classes.

If you are unsure if you qualify for aid or the amount you will be expected to pay in fees upon registration, visit the Financial Aid Office on the main campus or view your financial aid status on MyGAV.

**If you add classes** after the initial registration, you **MUST** check your account balance. If you owe additional fees, you must pay those before the next payment deadline or you will be dropped from ALL your classes, even those you registered for earlier.

## Courses With Additional Fees

Payable at registration

<u>COURSE</u>	<u>DESCRIPTION</u>	<u>FEE</u>
AH 51	MEDICAL-SURGICAL NURSING	\$100.00
AH 53	MEDICAL-SURGICAL/MATERNAL-NEONAT NURSE	\$100.00
AH 55	INTERACTIVE/MENTAL HEALTH NSG	\$100.00
GUID 1	SELF ASSESSMENT	\$12.00

Payable to instructor or additional materials required

<u>COURSE</u>	<u>DESCRIPTION</u>	<u>FEE</u>
COS 200	BEGINNING COSMETOLOGY KIT	\$800 (approx.) includes cosmetology kit, manikin, and uniform
COS 201	INTERMEDIATE COSMETOLOGY	\$200 (approx.) Students must purchase supplies. Does not include books and classroom materials.
COS 202	ADVANCED COSMETOLOGY	\$200 (approx.) Students must purchase supplies. Does not include books and classroom materials.
KIN 20	BOWLING	\$1.50 per session

## Refunds

You must drop classes by the deadline in order to receive a refund.

- Semester-length: See inside front cover
- Short-term courses: before 10% of the course meetings have passed.
- One- or two-day courses: before the start of the course.

Refunds of less than \$10 will remain on your account as a credit.

Refund checks are mailed. Be sure your address is current in your MyGAV account to ensure prompt delivery.

## Making a Payment in MyGAV

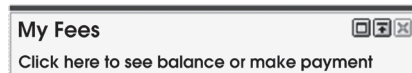
1. Go to [www.gavilan.edu](http://www.gavilan.edu) and click on MyGAV icon.



2. **Log in to MyGAV.** Enter your "G" number and PIN. Click **Login**.

3. On the **Main Menu** page, select the **Student Tab**.

4. Click on the **My Fees** link and it will take you to ...



5. **Select Term.** Enter the term for which you want to pay from the drop-down list and select **Submit**.

### Select Term

Select a Term:

6. The **Account Detail for Term** screen shows balances, financial aid and pending transactions on your account.

### Account Detail for Term

Review detail transactions on your account, including current and future balance totals for the selected term and other terms.

#### 201130 Spring 2011 Term Detail

Detail Code	Description	Charge	Payment	Balance	Pay Now
ASBR	ASB Rep Fee	\$1.00			
ASBT	ASB Card - Term	\$6.00			
CCUF	Campus Center Use Fee	\$1.00			
ENRL	Enrollment Fee	\$26.00			
HLTH	Health Fee	\$15.00			
	Net Term Balance			\$49.00	
	Net Balance for Other Terms:			\$0.00	
	Account Balance:			\$49.00	

It is important that you pay the entire **Account Balance** in order to prevent being dropped from all your classes prior to the payment deadline (see chart in the left column.)

- No Authorized Financial Aid exists on your record for the selected term
- No pending transactions exist on your record for the selected term

Select **Pay Now** to continue to

(OPT-OUT of ASB Card Fee | Select Another Term | Statement and Payment History)

7. On the **Tuition and Fees Payment** screen enter the amount you wish to pay. Select **Submit**.

### Tuition and Fees Payment

\* indicates required field

Payment Amount: \*

8. **Payment Method:**

You can pay with American Express, Discover, Mastercard, Visa or your debit card.

1 PAYMENT METHOD    2 PAYMENT AMOUNT    3 CONFIRMATION    4 RECEIPT

#### Payment Method

To make a payment, click on your preferred payment method:

Transaction ID	Description	Payment Amount	Pay On
00E0N****	Registration Fees	\$ 49	01/5/11

Pay by Card

Click on **Pay by Card**. Fill in your information and click on **Continue**. Review your confirmation and print your receipt.

## Financial Aid (408) 848-4727

Some financial aid programs are designed to provide assistance to students with documented financial need. This aid is provided from federal, state and private sources.

### Federal and State Grants available at Gavilan College:

- Federal Pell Grant
- Federal SEO Grant
- Federal Work Study Grant
- Cal Grant (B and C)
- Chafee Grant



### Applications

Financial aid applicants must:

- demonstrate need according to the guidelines of each program.
- be a U.S. citizen or eligible non-citizen.
- be in good standing on a federal student loan (not in default) or not owe a refund of student financial aid.
- demonstrate ability to benefit from higher education
- be a regular student in an eligible program enrolling for the purpose of obtaining a degree or certificate.
- be registered (or formerly registered) with Selective Service (males only).
- maintain satisfactory academic progress.

### **FAFSA (Free Application for Federal Student Aid)**

The FAFSA determines your eligibility for federal/state grants, work study, and loans. It can be completed through paper application or online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov).

### Use Gavilan College code: 001202

Complete the: **2011-12 FAFSA**, for spring '12 or summer '12 terms

**Bog Fee Waiver:** The Board of Governor's Fee Waiver Program waives enrollment fees for eligible California residents. For complete details on three different methods to qualify for the BOG Fee Waiver, visit us at <http://www.gavilan.edu/finaid/apply/waiver.html>.

**Federal Work-study:** Provides Gavilan College students with part-time employment while gaining valuable work experience. To be considered for federal work study, file the 2011-2012 FAFSA, indicate interest in Work Study, meet program requirements, and have financial need. Funding for Federal Work Study is limited.

**Student Loans:** Gavilan College participates in the Federal Direct Student Loan Program. If you are interested in applying for a student loan, contact the Financial Aid Office.

**Scholarships** Scholarships are awarded on the basis of academic achievement and/or financial need. Eligibility varies and is set by the scholarship donor. Private scholarship applications with various deadlines throughout the school year are available on the Financial Aid website, [www.gavilan.edu/finaid](http://www.gavilan.edu/finaid). Check back often. New scholarships are announced throughout the year.

## Veteran Education Benefits (408) 848-4734

Welcome back veterans! Gavilan College offers special assistance to veterans and dependents of disabled veterans.

Pre-priority registration is granted to any member or former member of the Armed Forces of the United States who is within two years of leaving active duty. For more information consult a counselor or the Veteran Certifying official in the Financial Aid Office (SC124) .

Gavilan College recognizes credit and grants credit to veterans and reservists for service and training completed in the Armed Forces. Gavilan College reports as credit for prior training only those prior units that are required for the student's current objective at Gavilan College.

Chapters related to veterans' education benefits:

- Chapter 30 Montgomery GI Bill
- Chapter 31 Vocational Rehabilitation
- Chapter 33 Post 9/11 GI Bill
- Chapter 35 Dependents Educational Assistance
- Chapter 1606 Montgomery GI Bill – Selected Reserve
- Chapter 1607 Reserve Educational Assistance Program (REAP)

**Post 9/11 GI Bill:** Only active duty service performed after 9/11/2001 may be considered for determining eligibility for this new benefit. To be eligible, a service member or veteran must have served at least 90 days on active duty. However individuals honorably discharged for a service-connected disability who served 30 continuous days after 9/10/2001 may also establish eligibility.

Apply for benefits online:

<http://vabenefits.vba.va.gov/vonapp/main.asp>

Visit us: Bring DD214 to VA Certifying Official in the Financial Aid Office. Bring any academic transcripts from previous institutions for development of an Ed Plan. To schedule an appointment with a Gavilan College counselor to develop an Educational Plan, please visit the Counseling Office - SC 113 (in the Student Center) or go to [www.gavilan.edu/counsel](http://www.gavilan.edu/counsel).

The VA Certifying Official will require an Education Plan in order to certify benefits.

### **Satisfactory Academic Progress (SAP) Policy**

The Gavilan College Financial Aid Office is required to measure your academic progress toward a certificate, associate, or transfer degree program. If you are not pursuing one of these programs, you are not eligible for financial aid. Your progress will be reviewed at least once per academic year.

If you had extenuating circumstances for your last term at Gavilan College and were placed on disqualification, you may submit an Appeal and SAP Quiz to the Financial Aid Office for consideration.

## Ability to Benefit

Federal regulations require students who do not have a high school diploma, General Educational Development (GED) certificate, or California High School Proficiency Exam (CHSPE) and who are applying for financial aid, to take an Ability to Benefit assessment. If you have a high school diploma (or equivalent) from another country you are exempt.

### THERE ARE THREE METHODS TO DEMONSTRATE ABILITY TO BENEFIT:

#### 1. Accuplacer ATB Testing for Native English Speakers

The Ability to Benefit schedule can be found on the Assessment web page. Go to [www.gavilan.edu/admit/assess.html](http://www.gavilan.edu/admit/assess.html).

**Additional information below.**

#### 2. CELSA (Combined English Language Skills Assessment)

Students with limited English language skills who are enrolled in English as a Second Language (ESL) classes and do not have a high school diploma or GED and are applying for Financial Aid must take the CELSA assessment. CELSA testing is offered one day per month. Call the Financial Aid Office for a referral.

**Additional information below.**

#### Additional Information for ATB and CELSA test takers:

Sign up for testing sessions through the Financial Aid Office: 408-848-4727 (SC124). Sessions begin promptly at the stated time. **Check in is 20 minutes prior to starting time.** No one will be admitted after the session has begun.

You must provide a valid picture ID\*, Gavilan ID number, and the yellow referral slip from the Financial Aid Office to be admitted to the testing room.

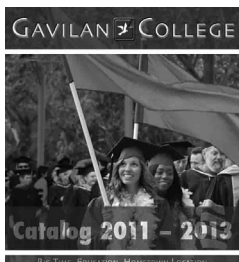
*Times and locations subject to change and additional times may be added to the schedule. Confirm time and location with the Assessment Office (MP100 - 408-846-4992) at least two business days prior to your scheduled appointment.*

\* A valid picture ID includes a state-issued driver's license, state-issued ID, Passport, Student Body Card, Military ID or Alien Registration Card. Contact the Assessment Office (MP100) or call 408-846-4992 if you do not have a valid ID.

Re-tests for ATB or CELSA: You may take 1 test and 1 retest every 90 days. There must be a 15 day wait period between tests. You may test no more than 8 times per year.

#### 3. Successful Completion of 6 Degree Applicable Units at Gavilan College

If you have successfully completed at least 6 units of degree applicable units, you have demonstrated the ability to benefit. Please make an appointment with a Gavilan College academic counselor for certification of unit completion.



The **College Catalog** contains a complete description of all Gavilan College courses, student policies, and services. It can be purchased for \$4.00 at the bookstore or viewed online at [www.gavilan.edu/catalog](http://www.gavilan.edu/catalog)



## Health Insurance

### For Students

Affordable year-round insurance is now available for community college students enrolled in a minimum of 6 units!

**\$200 deductible per year (\$100 when referred by Student Health Services)**

**Visit the doctor of your choice.**

**Benefits include:** hospitalization, emergency room visits, surgery, doctor's visits, treatment for mental and nervous conditions, prescription drug coverage, toll-free Nurse Advice Line.

**For more information call 1-800-367-5830 or visit [studentinsuranceagency.com](http://studentinsuranceagency.com).**

**Click on Domestic Plans.**

Sponsored by the Community College League of California

## Disability Resource Center (DRC)

**(408) 848-4865** DRC provides a variety of services and classes for students with disabilities as they move toward their educational or vocational goals. Services include: academic, career and vocational counseling; registration assistance; learning skills assessment, specialized tutoring; vocational preparation and; job placement; mobility assistance; note taking; test-taking; facilitation; sign language Interpreting; real time captioning; alternate media services; and assistive computer technology and training

### DRC CLASSES OFFERED:

#### Guidance Courses:

Guid 530	Job Readiness
Guid 557	Learning Skills Evaluation
Guid 558	Learning Skills Laboratory
Guid 560	Individual Learning Skills Development
Guid 562	Directed Study Lab in Pre-Algebra
Guid 563	Directed Study Lab in Algebra
Guid 565	Directed Study Lab in Intermediate Algebra

#### Adapted Physical Education:

APE 34/534	Adapted Aquatic Exercise
APE 35/535	Adapted Swimming for Total Fitness
APE 36/536	Adapted Physical Education
APE 38/538	Adapted Cardiovascular Conditioning and Training

#### Computer Science Classes:

CSIS 570	Computer Access Evaluation
CSIS 571	Computer Assisted Instruction
CSIS 572	Adaptive Computer Basics

**Vocational Preparation:** These programs are offered for students with intellectual disabilities at three sites: Gavilan College, HOPE in Gilroy and HOPE in Hollister.

Students requiring accommodations or arrangements because of hearing, visual, or other disabilities should contact their instructor, counselor, or the Adapted Services Specialist at the Disability Resource Center

# Student Services Directory

For detailed descriptions of Student Services programs, see the 2011-2013 Catalog or go to [www.gavilan.edu/catalog](http://www.gavilan.edu/catalog)

<i>Program</i>	<i>Intended for:</i>	<i>Services</i>
<b>CalWORKS</b> 408) 848-4790 L101 A M-F 8 a.m. – 5 p.m.	<ul style="list-style-type: none"> <li>Students receiving TANF (Temporary Assistance to Needy Families)</li> </ul>	<ul style="list-style-type: none"> <li>Counseling</li> <li>Textbooks</li> <li>Employment assistance</li> <li>Job placement</li> </ul>
<b>Career/Transfer Center</b> (408) 848-4818 <a href="http://www.gavilan.edu/transfer">www.gavilan.edu/transfer</a> SC 101	<ul style="list-style-type: none"> <li>Students</li> <li>Prospective students</li> <li>Alumni and the community</li> <li>Faculty and staff</li> </ul>	<ul style="list-style-type: none"> <li>EUREKA career guidance program</li> <li>Career Connections job search website</li> <li>Help in making career and transfer decisions</li> </ul>
<b>Cooperative Agencies Resources for Education (CARE)</b>  (408) 848-4790 LI 101 A/B	<ul style="list-style-type: none"> <li>Single parent/guardian of at least one child under 14</li> <li>18 or over</li> <li>head of household</li> <li>receiving cash assistance form Department of Social Services</li> <li>eligible for EOPS</li> </ul>	<ul style="list-style-type: none"> <li>Counseling</li> <li>Priority registration</li> <li>Academic tutoring</li> <li>Financial assistance for transportation</li> <li>Books and supplies</li> <li>Grants</li> <li>Other support services</li> </ul>
<b>Child Development Center</b> (408) 848-4815 <a href="http://www.gavilan.edu/cdc">www.gavilan.edu/cdc</a>	<ul style="list-style-type: none"> <li>Pre-school age children</li> <li>Parents may be students or community members</li> </ul>	<ul style="list-style-type: none"> <li>Subsidized childcare</li> <li>Fee-based childcare</li> <li>Snacks, lunch</li> </ul>
<b>Disability Resource Center</b> (408) 848-4865 TTY – (408) 846-4924 <a href="http://www.gavilan.edu/drc">www.gavilan.edu/drc</a> LI 117	<ul style="list-style-type: none"> <li>Students with physical, mental, and learning disabilities</li> </ul>	<ul style="list-style-type: none"> <li>Academic, career and vocational counseling;</li> <li>Learning skills assessment</li> <li>Specialized tutoring;</li> <li>Vocational preparation and job placement</li> <li>Accommodations, see page 13</li> </ul>
<b>Extended Opportunity Programs and Services (EOPS)</b> (408) 848-4740	<ul style="list-style-type: none"> <li>Students with social, economic, and educational challenges</li> <li>Space in the program is limited</li> </ul>	<ul style="list-style-type: none"> <li>Counseling</li> <li>Book vouchers</li> <li>Specialized workshops for student success</li> <li>Student computer center</li> <li>Book lending library</li> <li>Priority registration</li> </ul>
<b>First Year Experience</b>	<ul style="list-style-type: none"> <li>First-time college students</li> </ul>	<ul style="list-style-type: none"> <li>Strengthen reading, writing, and study skills</li> <li>Gain familiarity with campus and resources</li> <li>Develop connections between courses</li> </ul>
<b>Health Services</b>	<ul style="list-style-type: none"> <li>All students</li> </ul>	<ul style="list-style-type: none"> <li>see next page</li> </ul>
<b>Outreach and Recruitment</b> (408) 846-4993 BU 123	<ul style="list-style-type: none"> <li>Prospective students and their families</li> </ul>	<ul style="list-style-type: none"> <li>Campus tours and visits</li> <li>Presentations</li> <li>Information</li> </ul>
<b>Puente</b> (408) 848-4807	<ul style="list-style-type: none"> <li>Educationally underserved students who plan to transfer to four-year colleges and universities</li> </ul>	<ul style="list-style-type: none"> <li>Learning community pairing classes in English and Guidance</li> <li>Counseling</li> <li>Community mentors</li> </ul>
<b>Mediation</b> (408) 848-4723	<ul style="list-style-type: none"> <li>Students experiencing intrapersonal disputes</li> </ul>	<ul style="list-style-type: none"> <li>Trained mediators</li> <li>Mutually agreeable solutions</li> </ul>
<b>Student Success Center</b> (408) 852-2866 PB 11	<ul style="list-style-type: none"> <li>Students who assess into pre-collegiate English or math</li> <li>New students</li> <li>ESL students</li> </ul>	<ul style="list-style-type: none"> <li>Referrals</li> <li>Counseling</li> <li>Workshops</li> <li>Early intervention</li> </ul>
<b>TRIO</b> (408) 846-4981 LI 109	<ul style="list-style-type: none"> <li>First-generation students <b>or</b></li> <li>Low-income <b>or</b></li> <li>Disabled</li> <li>Space in the program is limited to 160</li> </ul>	<ul style="list-style-type: none"> <li>Academic counseling</li> <li>Laptop and calculator lending</li> <li>Cultural and social activities</li> <li>University visits</li> </ul>



## Student Life - 408-852-2849

**Student Activities Office** supports students in the development of skills through participation in student life and campus activities. This office supports the ASB and student clubs and coordinates campus-wide events.

### Associated Student Body (ASB) 408-848-4777

is the official student organization on campus and provides the majority of student input and recommendations on critical campus issues to faculty, staff, administration and the Board of Trustees.

**Clubs** - A variety of clubs and organizations provide opportunities to participate in scholastic, social, political, cultural and recreational pursuits. Club activities are coordinated and supported through the Student Senate. Students are encouraged to start clubs if they have a particular interest not represented currently on campus. ,

**Student Senate** is a representative body of students who meet weekly to plan, implement and evaluate college activities and services that meet the needs of Gavilan College students. Any student who meets the requirements of the ASB's by-laws may become a voting member of the Student Senate. The elected and appointed officers provide a liaison between the students and academic departments and student services. The variety of leadership positions allows for different levels of involvement so that students can balance their academic and extracurricular loads effectively.

The political and practical leadership skills that students develop through the ASB are supplemented through a leadership course offered through the Political Science and Psychology Departments (POLS 27; PSYC 27). The curriculum includes practical skills that are applicable to college-related opportunities and other professional and personal environments.

**ASB Student Body Card** revenue supports social and cultural activities on campus and provides the purchaser with free admission to athletic events, discounts at cultural events and free bluebooks and scantrons (testing supplies) in the bookstore. Community-wide businesses offer discounts to card holders such as reduced movie admissions, restaurant, gym, museum, computer and software discounts. ASB cards can be activated as library cards and come with 100 free prints. **Please note:** There is a \$2 charge for replacing lost ASB cards.

**Gavilan Press 408-848-4837** The Gavilan Press, an independent student newspaper, gives students a real world journalism experience, training in traditional and digital tools, and a public forum for their ideas and opinions. The newspaper has covered events, issues and people that shape, reflect and define the college and the world since 1967. The Gavilan Press is also available online at [www.gavilanpress.com](http://www.gavilanpress.com).

### Rho Alpha Mu - Honor Society 408-848-4897

is the Gavilan College chapter of Alpha Gamma Sigma, the California Community College Honor Scholarship Society. Its purpose is to recognize student scholarship, contribute to the social and cultural life of the campus and to provide and promote active involvement with the larger community through voluntary community service activities. Membership is open to all those with at least a 3.0 grade point average. There are a number of financial award possibilities for members in good standing.

**Gavilan College is a smoke and tobacco-free campus**

**Smoking is permitted only in designated areas. (see campus map, inside back cover)**



**You can get help quitting!**

## Student Health Services

- ◇ First aid treatment
- ◇ Smoking cessation treatment, including nicotine replacement therapy
- ◇ blood pressure screening
- ◇ tuberculin skin testing for students
- ◇ HIV testing referrals
- ◇ condoms
- ◇ over-the-counter medications such as aspirin
- ◇ Pamphlets and classes on nutrition, hepatitis, stress management, AIDS, suicide and other topics.
- ◇ Referrals for health conditions including alcohol and drug intervention

**(408) 848-4791, Student Center, SC118**

## Student CLUBS



Ambassadors, Aneme, Chi Sigma Lota (Administration of Justice) Cheerleading, CDC Parenting Club, Christian Fellowship, Communications Club, COSMO, Digital Media, EOPS Club, Gavilan Burners, (Wheelchair Basketball Club), Gavilan Music, GavTV, Inception Literary Club, International Club, The Order of the Knights of Gavilan, Knit Wits, Latina Leadership Network, MESA (Math Engineering Science Achievement), OUT, Parent's Club, Physician Assistants Club, Rho Alpha Mu, Science Alliance, TADA/Theatre Arts, Teachers For Tomorrow, Veterans' Club

<b>Resource / Location / Contact</b>	<b>Description</b>
<b>Disability Resource Center's High Tech Center &amp; Learning Skills Lab</b>	<ul style="list-style-type: none"> <li>• Assistive software</li> <li>• Adaptive equipment</li> <li>• Specialized courses</li> </ul>
<b>English as a Second Language (ESL) Computer Lab</b> BU119. Call 408-848-4856	<ul style="list-style-type: none"> <li>• Software programs for all levels and ESL classes.</li> </ul>
<b>Learning Communities</b>	<ul style="list-style-type: none"> <li>• Two or more linked courses.</li> <li>• Research shows that when you take a learning community course, you become a stronger student and do better in your other college courses.</li> </ul>
<b>Library</b> <a href="http://www.gavilan.edu/library/">www.gavilan.edu/library/</a>  Monday-Thursday, from 8:00 am - 8:00 pm and Friday from 8:00 am - 3:00 pm. For more information call 848-4810 (Circulation) or 848-4806 (Reference.)	<ul style="list-style-type: none"> <li>• Print and electronic resources</li> <li>• 60,000 printed books</li> <li>• 25,000+ eBooks</li> <li>• 2,500 magazine titles,</li> <li>• Electronic databases</li> <li>• DVD's, films and talking books.</li> <li>• Online catalog</li> <li>• Links to class websites and key online resources</li> </ul>
<b>Math Lab</b> <a href="http://www.gavilan.edu/mathlab/">www.gavilan.edu/mathlab/</a> MA101.  call 408-846-4959.	<ul style="list-style-type: none"> <li>• Practice math skills</li> <li>• Individualized help (every level) computers</li> <li>• Tutorial software</li> <li>• Math software for geometry, statistics and calculus projects.</li> </ul>
<b>MESA</b> (Mathematics, Engineering and Science Achievement) 408-846-4968  <a href="http://www.gavilan.edu/mesa">www.gavilan.edu/mesa</a>	<ul style="list-style-type: none"> <li>• Study center</li> <li>• Academic Excellence Workshops, tutoring,</li> <li>• University trips,</li> <li>• Academic advising,</li> <li>• Transfer assistance workshops and more.</li> </ul> <p>Eligibility:            1) majoring in math and science based fields (ie. Biology, Chemistry, Engineering etc.),            2) planning to transfer to 4-year universities            3) have financial need and            4) are first generation college students.</p>
<b>Service Learning</b>	<ul style="list-style-type: none"> <li>• Classes with a community service component to provide job and life experience.</li> </ul>
<b>STEM</b>	<ul style="list-style-type: none"> <li>• Internships</li> <li>• Support</li> <li>• Counseling for science and technology majors</li> </ul>
<b>Student Success Center</b> PB 11	<ul style="list-style-type: none"> <li>• A one-stop shop for first-year students.</li> <li>• Come at any time of the day to use the computers, get tutoring, see counselors, and hang out with friends.</li> <li>• Computers and printers for student use.</li> <li>• Refrigerator and microwave. Snacks.</li> <li>• Tutoring and workshops.</li> </ul>
<b>Tutoring</b> Tutoring Center (LI 116) Computer Place (LI 168). <a href="http://www.gavilan.edu/tutor">www.gavilan.edu/tutor</a> (408) 848-4838.	<ul style="list-style-type: none"> <li>• Tutoring for all levels, all courses</li> <li>• Drop-in or appointment</li> </ul>
<b>Writing Center</b> (408) 848-4811 LI 120  Monday-Thursday 8 am-6 pm (closed Mondays 2:30-3:30 pm) and Friday 8 am-2 pm.	<ul style="list-style-type: none"> <li>• Help with class assignments</li> <li>• Help with poetry, short stories, lyrics, business letters and resumes.</li> <li>• Space for writing discussions, meeting, workshops and study groups.</li> <li>• Special events include activities with acclaimed writers from our</li> <li>• Visiting Writers and Scholars in Residence programs</li> </ul>

## LIBRARY

<http://www.gavilan.edu/library>

Discover the rich resources available with your library card. Whether for your term-paper or your interests, current and reliable materials specifically designed for Gavilan courses are available from the library databases. About a third of all the library materials are from "proprietary" databases. That means we pay for these materials on your behalf; they are not available to the public at large.



### GET YOUR LIBRARY CARD NOW!

Your library card gives you access to library resources:

- access to computers in the library
- books, eBooks, reserve materials and more
- access to all electronic databases, on campus or from home

Get your library card in person or online. Library cards are available to registered Gavilan students, staff and faculty, as well as community residents with a valid photo identification.



## Apply for a Book Loan

With an ASB card you can apply for an ASB book loan (up to \$300) at the Financial Aid Office, room SC124.

Buy an ASB card at the Admissions & Records Office, room SC111.

## Rent a Textbook!

**You can save 50% or more!**

Go to [rent-a-text.com](http://rent-a-text.com) or see bookstore for details.

## Guide to Grades

Grade	GPA	Definition
A	4	Excellent
A-	3.7	Excellent
B+	3.3	Good
B	3	Good
B-	2.7	Good
C+	2.3	Satisfactory
C	2	Satisfactory
D	1	Passing, Less Than Satisfactory
F	0	Failing
P*	0	Pass - at least satisfactory, units awarded not counted in grade point average or in consideration of honors.
NP*	0	No Pass - less than satisfactory or failing, units not counted in grade point average.
I	0	Incomplete - incomplete academic work for unforeseeable, emergency and justifiable reasons after the last day to withdraw with a "W". Request for this grade must be initiated by the student. Work to be completed must not involve further class attendance or instruction. The Incomplete must be made up during the next term of attendance, summer excluded, within the next year.
W	0	Withdrawn - withdrew from class after the NRS (No Record Shown) period and before the W deadline. Students withdrawing from courses after the W deadline must be awarded a letter grade or, if appropriate, request an incomplete (see above.)

\* To be used ONLY if final grade for a course is designated Pass/No Pass

## Need to print out documents?

# GoPrint

Get 100 free prints with purchase of an ASB (Associated Student Body) card!!

Purchase either a GoPrint or ASB card and you're good to go! No need to fumble around with coins!

**Prints are:  
\$.05 (black & white)  
\$.10 (color)**

GoPrint cards can be purchased and reloaded at the following pay stations: The Business Skills Lab, Computer Place, Library and the Morgan Hill and Hollister computer labs.

- ☛ ASB cards are issued as part of the registration process. You may pay and have your picture taken in the Admissions and Records Office or at Morgan Hill and Hollister sites.
- ☛ You may purchase your ASB card online at the time of registration only. ASB cards may also be purchased in person at the Admissions and Records office on the main campus or at Morgan Hill and Hollister sites.
- ☛ Students with financial hardship can request assistance at Financial Aid, EOPS, TRIO, and MESA programs.

## Policies & Procedures

Complete policies and procedures are available at [www.gavilan.edu](http://www.gavilan.edu) or by visiting the office of the Vice President of Student Services (SC130).

**Academic Freedom** It shall be the policy of Gavilan College to maintain and encourage full freedom for its faculty to teach, research and pursue knowledge subject to the applicable provisions of law. In the exercise of this freedom the faculty member may, as provided in the U.S. and California Constitutions and other applicable laws, discuss his/her own subject or area of competence in the classroom, as well as any other relevant matters, including controversial matters, so long as he/she distinguishes between personal opinions and factual information.

- Faculty shall be free from unlawful harassment or from unlawful interference or restrictions based on political views.
- Faculty shall be free from any and all forms of electronic or other listening or recording devices, except with his/her express and non-continuing consent, except where allowed otherwise by law.
- The Board shall not unlawfully inquire into, nor predicate any adverse action upon a faculty member's personal, political or organizational activities or preferences.
- The Board shall not interfere with a faculty member's freedom of speech or use of materials in any teaching assignment, except as allowed by law.

The intent is to allow those activities protected by constitutional freedom of speech and other forms of academic freedom protected by the laws of the State of California and the laws of the United States.

## Complaints

To file a complaint with the Office of the Chancellor of the California Community Colleges, go to <http://www.cccco.edu/ContactUs/>

## Disabilities

**American's With Disabilities Act (ADA) Compliance:** If you have a verified disability and need academic materials in an alternate format or other services, contact the Disability Resource Center at 408-848-4865 or the Vice President of Student Services at 408-848-4738 for assistance.

## Discrimination

### Prohibition of Harassment and Hate Crimes

(Reference: Education Code sections 212.5; 66252; 66281.5): The district is committed to providing an academic and work environment that respects the dignity of individuals and groups. Sexual harassment, all forms of sexual intimidation and exploitation, other unlawful harassment and hate crimes, including those which are based on any of the following statuses; race, color, religion, ancestry, national origin, disability, sex (i.e., gender), sexual orientation, or the perception that a person has one or more of the foregoing characteristics, are prohibited.

**Non-Discrimination:** The district is committed to equal opportunity in educational programs, employment, and all access to institutional programs and activities.

### Title VI, Title IX, and ADA/Section 504/508:

To file complaints in the following areas please contact the Equal Opportunity Officer, Joseph D. Keeler, Vice President of Administrative Services, HR101 (408-848-4731) or the Director of Human Resources, HR103 (408-848-4753).

The areas are: 1) Civil rights complaints (Title VI), 2) Gender equity, sex discrimination/harassment complaints (Title IX) and 3) Persons with disabilities discrimination complaints (ADA/Section 504/508).

### Drug Free Schools and Campuses Act

District policy AP 3550 prohibits "the use, distribution, sale or possession of alcohol, narcotics, dangerous or illegal drugs or other controlled substances, as defined in California statutes, on district property or at any function sponsored by the district." Gavilan College complies with the Drug-Free Schools and Campuses Act of 1989 and the Drug-Free Workplace Act of 1988.

The college recognizes the legal drinking age of 21 years and enforces all state laws regulating the use of alcoholic beverages. All members of the campus community are subject to disciplinary action and/or criminal prosecution for the on-campus possession, use, sale or distribution (by either sale or gift) of any quantity of inappropriate prescription drugs, or controlled substances as defined by the State of California Health and Safety Code. Students found to be in violation of this policy may be subject to the Standards of Student Conduct and Discipline Procedures. Any district employee who violates these laws is subject to prosecution by civil authorities and disciplinary action by the District.

### For Free Confidential Assistance:

On-Campus:

- Counseling Center, 408-848-4723
- Student Health Services, 408-848-4791

Off-Campus:

- Alcoholics Anonymous, 408-374-8511; [www.AASanJose.org](http://www.AASanJose.org)
- Narcotics Anonymous, 408-998-4200
- National Council on Alcoholism & Drug Dependence 408-292-7292

Further detailed information on the risks associated with the use of alcohol and other drugs may be obtained from the Gavilan College website: [www.gavilan.edu/health](http://www.gavilan.edu/health) and [www.gavilan.edu/jobs/index.html](http://www.gavilan.edu/jobs/index.html).

### Health Consequences:

- Drugs and alcohol are toxic to the human body and if abused can have catastrophic consequences. Some drugs, such as crack, are so toxic that even one experimental use can be fatal.
- Impaired learning due to poor concentration, fatigue, drowsiness, anxiety, altered perception, confusion, indifference, depersonalization, memory loss, panic attacks and drug-induced psychosis.
- Impaired judgment leading to driving under the influence of alcohol/other drugs, accidents, violent and abusive behavior, criminal acts, financial troubles, unwanted pregnancy, sexually transmitted diseases, acquaintance rape, attempted or accomplished suicide, permanent injury or death as a result of substance overdose.
- The use of intravenous drugs can result in hepatitis, tetanus, abscesses, and AIDS.
- The use of stimulants can lead to cardiac fibrillation, heart attack, seizures, respiratory arrest and death.
- The most common negative health consequences from occasional drinking are trauma incidents such as auto accidents and violent behavior which involve both the drinker and non-drinking victims.
- Long-term alcohol abuse can cause brain damage, cirrhosis of the liver, hepatitis, permanent coordination loss, ulcer disease, gastritis, pancreatitis, heart disease, stroke, anemia, sexual dysfunction, cancers and many other health problems.

**Legal Sanctions:** As a student, if you are under the influence of alcohol and/or other drugs, or if you are discovered selling or dispensing drugs on campus or at any college function, you can be suspended, expelled and criminally prosecuted.

If you are an employee at Gavilan College, you can be placed on probation, terminated and criminally prosecuted for the use, sale or possession of illegal drugs and/or alcohol on campus, or at college sponsored events.

For a first offense of driving under the influence of alcohol and/or drugs, you may serve 96 hours to six months in jail and pay a fine. It is unlawful for anyone with a blood alcohol content (BAC) level of .08 percent or above to drive a motor vehicle or ride a bicycle on a highway. For pot or marijuana (1 oz. or less), you can be fined up to \$100 and receive a criminal citation.

- For possession of marijuana (more than 1 oz.) you may receive up to 6 months in county jail, up to a \$500 fine, or both.
- For possession of cocaine you can be imprisoned in a state prison.
- For sales of any illegal drug you can be imprisoned in a state prison.
- Any person under the age of 21 years who has any alcoholic beverage in his or her possession on any street or highway or in any public place can be convicted of a misdemeanor.
- It is a misdemeanor crime to sell, give or furnish alcohol to anyone under 21 years of age.
- Carriers of motor vehicle insurance can increase premiums, cancel or deny renewal as a result of driving-under-the-influence convictions.

### Family Educational Rights and Privacy

In compliance with the Federal Family Education Rights and Privacy Act of 1974 (also known as the Buckley Amendment) and California Title V regulations (SB 182), Gavilan has adopted the following policy:

- Official academic, discipline and other necessary records are maintained on all students who have applied to attend Gavilan College.
- These records are maintained by and in the Admissions & Records Office and the Office of the Vice President of Student Services.
- These records will be released only upon the written authorization of the student upon payment of any or all fees and charges due the college, except as provided by law. Unless otherwise directed, the following directory of information may be released by Gavilan without written consent of the student:
  - name of the student
  - dates of attendance at Gavilan
  - date of graduation and degree or certificate awarded

Students who do not wish to have this information released as directory information may notify the Admissions & Records Office in writing within the first week of each term. Copies of the complete federal and state regulations are available in the Vice President of Student Services Office and may be reviewed by students by appointment.

**Gainful Employment** Information about our graduation rates, the median debt of students who completed each program, and other important information, can be found at [www.gavilan.edu/gainful\\_employment/](http://www.gavilan.edu/gainful_employment/)

### Illegal Distribution of Copyrighted Materials

Students are prohibited from using the college's computers and information network to illegally download or share music, video, and all other copyrighted intellectual property. Gavilan College supports the Higher Education Opportunity Act and Digital Millennium Copyright Act, including efforts to eliminate the illegal distribution of copyrighted material. Illegal forms of downloading and file sharing as well as the unauthorized distribution of copyrighted materials are violations of the law and Board Policy as contained in the Standards of Student Conduct and may subject a student to academic and/or disciplinary sanctions from the college as well as criminal and civil penalties, including a lawsuit by the Recording Industry Association of America (RIAA).

**Open Enrollment** Unless specifically exempted by statute, every course, course section or class, the average daily attendance of which is to be reported for state aid shall be fully open to enrollment and participation by any person who has been admitted to the college and who meets all prerequisites. Class enrollment is limited by size of facility and program content. Gavilan College is in compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990.

**Parking on Campus** Semester permits are available during all registration periods. All vehicles parked on the main campus are required to display a parking permit. Day permits are available from coin-operated machines located in parking lots A, E, H and at the south entrance to campus. Student parking is permitted in Lots A, C, E or H except where restricted to staff, guests, or the disabled. Parking Lot D is reserved for staff and disabled only. Guest parking permits are issued at the Facilities Use Scheduling Department (located in

the Security/Facilities Bldg (SF). Disability parking is available in all lots to those displaying a placard from the California Department of Motor Vehicles.

Parking is enforced by the campus security department and local law enforcement. Student and staff spaces are enforced Mon - Thurs: 7am-10 pm and Fri: 7 am- 5 pm. All other spaces and areas are enforced at all times. A complete list of parking regulations is available outside the Security Office (S/F bldg.).

**Sexual Assault** is a crime regardless of when or where it occurs, or what the relationship is between the attacker and the victim. Gavilan College is committed to providing a safe environment for students and staff. Reports of sexual misconduct will be thoroughly investigated and the victim informed of the outcome. If you, or someone you know, have been the victim of sexual assault, notify Campus Security at 408-710-7490. Confidential counseling is available on campus through Counseling 408-848-4723 or Student Health Services 408-848-4791. Off-campus confidential counseling is available at Community Solutions: 408-683-4118; 24-hour crisis line: 1-877-363-7238.

**Smoke-Free Campus** Smoking is permitted only in designated areas. Smoking is prohibited inside all buildings. Smoking is also prohibited in all college-owned vehicles. Tobacco products shall not be sold on campus either through vending machines or campus establishments. Implementation of the campus smoke-free environment policy will be the responsibility of every student, faculty member, staff person and visitor on campus.

**Students' Problem Resolution Process** Procedures have been adopted to allow for student grievances against Gavilan College staff members. The formal policy is available through the Vice President of Student Services Office, in the college catalog and online at [www.gavilan.edu](http://www.gavilan.edu). Students are encouraged to resolve issues informally by talking with college staff members.

**Vocational English Skills** Limited English language skills will not be a barrier to admission to and participation in vocational education programs.

# 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](mailto: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



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
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### 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
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### 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](http://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

**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](mailto:disted@gavilan.edu).

CRN Type Room Instructor Units Days Begin-End

**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		



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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
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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](mailto: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](mailto: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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CRN Type Room Instructor Units Days Begin-End

**CGD 8 Advanced Computer Graphics for Design Application I**

**Transferable:** CSU

Advanced course in applied computer graphics and associated interdisciplinary design proficiencies required by careers that design, engineer, manufacture and/or market products. Applies theories, principles and skills covered in CGD 4 and integrates business, sustainable design, and hybrid products. Design solutions reflect technical understanding, aesthetic principles and addresses societal needs in a cost effective manner. Presentations include animating and rendering models of real and/or virtual products that address human factors/ergonomics, usability, life cycle analysis and sustainability. Portfolios support advancement in student-selected career pathways by communicating competence in computer graphics and design. May be repeated once for credit. ADVISORY: Eligible for English 250, 260 and Mathematics 233.

40372	L/L	LI126	C McLaughlin	3.0	TR	1250- 0210
This section will use Rivet Architectural Software as an environmental design tool to create architectural 3D models and prepare a basic set of construction drawings for a house they will design.						
40390	L/L	LI126	C McLaughlin	3.0	TR	0220- 0340
This section will use SolidWorks Software as a tool to design industrial products and for which they will prepare engineering-type animated and rendered 3D models and plans.						

**CGD 9 Advanced Computer Graphics for Design Application II**

**Transferable:** CSU

Advanced computer graphics and design course that combines technical computer graphic skills with interdisciplinary design proficiencies including creating computer imagery, transformations, and rendering to create 3D model using geometric primitives, projections for computer animation and data visualization. Includes structural analysis and emphasis on developing products that include ergonomic features and sustainable materials. Work within electronic portfolio demonstrates skills and knowledge of technical graphic design to visualize, develop and present products to meet societal needs. ADVISORY: Satisfactory score on the English placement exam or a grade C or better in English 250, completion of Mathematics 233 or satisfactory Mathematics placement. Completion of CGD 2 and CGD 8 with a grade of C or better. Computer lab work can be done both in lab and off-site.

40374	L/L	LI126	C McLaughlin	3.0	TR	1250- 0210
This section will use Revit Architectural Software as an environmental design tool to create architectural 3D models and prepare a basic set of construction drawings for a house they will design.						
40386	L/L	LI126	C McLaughlin	3.0	TR	0220- 0340
This section will use SolidWorks Software as a tool to design industrial products and for which they will prepare engineering-type animated and rendered 3D models and plans. they will design.						

**CGD 30 Introduction to Environmental Design**

**Transferable:** CSU

Develops skills and building information modeling (BIM) computer aided design (CAD) skills necessary for designing and producing a set of plans for an array of environmental projects, such as residential remodels, landscape projects, interior design and other small construction projects. Includes use of Revit and/or other technical design tools, introduction to building codes, sustainable design concepts, specifications and other architectural construction document basics necessary for getting permits and entering environmental design careers.

40371	L/L	LI126	C McLaughlin	3.0	TR	1250- 0210
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**CGD 110 Computer Graphics Lab**

**Transferable:** CSU

Complements computer graphics and art courses by providing additional competence in software applications, libraries, and graphical user interfaces to support computer graphics and design projects by providing supervised practice and individualized computer assisted learning on software and techniques commonly found in the computer graphic design field. This is an open entry/exit class and may be repeated three times for credit. This course has the option of a letter grade or pass/no pass. ADVISORY: Concurrent enrollment in corresponding computer graphic and design classes. Computer lab work can be done both in lab and off-site. Open Entry / Open Exit.

40367	Lab	LI126	C McLaughlin	1.0		
40368	Lab	LI126	C McLaughlin	2.0		
40369	Lab	LI126	C McLaughlin	3.0		
40370	Lab	LI126	C McLaughlin	4.0		

Science  
Alive  
Conference

Saturday, February 11

Hands-on Math, Science and  
Computer  
Workshops for Kids  
(grades 6-8)

[www.gavilan.edu/sciencealive](http://www.gavilan.edu/sciencealive)



CRN Type Room Instructor Units Days Begin-End

**CGD 190 Occupational Work Experience / Computer Graphics & Design**

**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.

40401	Wrk Ex	LI101A	S Sweeney	1.0		
40402	Wrk Ex	LI101A	S Sweeney	2.0		
40403	Wrk Ex	LI101A	S Sweeney	3.0		
40830	Wrk Ex	LI101A	S Sweeney	4.0		

COMPUTER SCIENCE & INFORMATION SYSTEMS

**CSIS 1 Computer Literacy - MS Office**

**Transferable:** CSU, UC; GAV-GE:E2; CAN:CSCI2

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.

40564	Lec	BU111	S Gaffney	2.0	MW	0900- 1105
02/01/12 - 03/21/12 ROP Course						
40565	Lec	BU111	S Gaffney	2.0	MW	0900- 1105
03/26/12 - 05/16/12						
40566	Lec	BU110	S Gaffney	2.0	T	0600- 0905
02/28/12 - 05/15/12 ROP Course						
40648	Lec	HOL3	F Thompson	2.0	R	0600- 0905
03/01/12 - 05/17/12 Above class meets at the Hollister Briggs site.						

Computer Graphics & Design

Gain technical skills and knowledge  
for design and engineering careers.



CRN Type Room Instructor Units Days Begin-End

**CSIS 2 Computers in Business - MS Office****Transferable:** CSU; GAV-GE:E2; CAN:BUS6

Introduction to computerized business data processing, information management systems, computer hardware, office automation, telecommunications, computer languages, systems analysis and design; hands on experience with common business software packages including word processing, spreadsheets, data base management, presentation graphics as well as systems software and Internet applications. This course has the option of a letter grade or pass/no pass. **ADVISORY:** Eligible for Mathematics 233, English 260 and English 250, and CSIS 122

40780 L/L	BU111	E Venable M Bryson	4.0	F	0945- 1105
40780 Online		E Venable M Bryson			
40781 L/L	BU111	E Venable M Bryson	4.0	T	0945- 1105
40781 Online		E Venable M Bryson			

**CSIS 2L Computers in Business Lab - MS Office****Transferable:** CSU

Computer Lab emphasizing business application in Microsoft Word, Excel, Access, Power Point and Integration. Internet searches are included. This course has the option of a letter grade or pass/no pass. Since supervised repetition and practice enhance skills/proficiencies. This course may be repeated once for credit.

40782 Lab	BU111	M Bryson	1.0	T	0945- 1105
40783 Lab	BU111	M Bryson	1.0	F	0945- 1105
40784 Lab	BU111	F Thompson	1.0	M	0600- 0905

**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. May be repeated once for credit. **ADVISORY:** Eligible for English 250 and 260.

40919 Online		A Sargent	2.0		
					01/31/12 - 03/30/12

**CSIS 5 C++ Scientific Programming****Transferable:** CSU, UC; CAN:CSCI4

An introduction to computer problem solving and programming using the C++ language for science and engineering majors. Students will write programs for a variety of scientific and mathematical applications. This course has the option of a letter grade or pass/no pass. **PREREQUISITE:** Mathematics 1A **ADVISORY:** Completion of CSIS 10.

40922 Lec		D Van Tassel	3.0	T	0600- 0905 ARR 2HRS
40923 Online		D Van Tassel	3.0		

**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. May be repeated three times for credit. Also listed as LIB 6 and DM 6. **ADVISORY:** CSIS 1 or CSIS 2 or CSIS 3/LIB 3 advised.

40719 Online		J Howell	2.0		
					02/06/12 - 03/23/12
40723 Online		J Howell	2.0		
					03/26/12 - 05/18/12

CRN Type Room Instructor Units Days Begin-End

**CSIS 8 Introduction to the Internet****Transferable:** CSU; GAV-GE:E2

This course will provide students the opportunity to learn to use the Internet and the World Wide Web. Topics to be covered include history of the Internet and development of the WWW, web browsers, search engines, tools to develop web pages, how to get connected and local Internet providers. This is a pass/no pass course. May be repeated three times for credit. **ADVISORY:** CSIS 124

40728 Lec	HOL3	M Bryson	1.0	MW	1120- 0125
					02/13/12 - 03/14/12 Above class meets at the Hollister Briggs site.
40729 Online		E Venable	1.0		
					01/31/12 - 03/23/12
40730 Online		E Venable	1.0		
					03/26/12 - 05/25/12

**CSIS 10 BASIC Programming****Transferable:** CSU, UC

This course is an introduction to programming using BASIC. No previous programming background is assumed. This is a good class for those new to programming and recommended for non-programmers that want to take other programming classes. This course has the option of a letter grade or pass/no pass. **ADVISORY:** CSIS 1 or CSIS 2 or equivalent experience.

40620 Lec	HOL3	F Thompson	2.0	F	0900- 1105
					Above class meets at the Hollister Briggs site.
40652 Lec	BU111	F Thompson	2.0	R	0900- 1105

**CSIS 24 Java Programming I****Transferable:** CSU, UC

Introduction to Java programming. Includes learning the Java environment, using and creating Java applets, and writing stand-alone applications. Covers the Java environment, object-oriented programming, language basics, classes, interfaces, packages, threads, and exceptions. This course has the option of a letter grade or pass/no pass. **ADVISORY:** CSIS 45 C++ Programming or equivalent programming experience.

40563 L/L	BU118	A Stoykov	4.0	T	0200- 0500
					Online <input type="checkbox"/> <input type="checkbox"/> ARR 3HRS

**CSIS 43 C Programming****Transferable:** CSU, UC

This course introduces computer programming using the C programming language. Topics include variable and constant declarations, arithmetic operations, selection, input/output operations, repetition, functions and recursion, arrays, pointers, and other related topics. This course has the option of a letter grade or pass/no pass. **ADVISORY:** CSIS 10 BASIC Programming, or other programming experience.

40786 Lec	LI126	D Van Tassel	4.0	MW	0945- 1105 ARR 2HRS
40787 Online		D Van Tassel	4.0		

**CSIS 44 C# .NET Programming****Transferable:** CSU

This class will teach the program using the state of the art C# (C Sharp) language provided in the Microsoft .NET framework. You will learn about variables and constants, expressions and statements, operators and namespaces. Most important, you will learn how to create classes and instantiate objects. This course will provide a solid foundation for exploring the .NET framework as well as advanced topics in C#. This course has the option of a letter grade or pass/no pass. **ADVISORY:** CSIS 45 C++ Programming

40718 Lec	MHG5	P Howell	4.0	W	0600- 0905 ARR 3HRS
					Online <input type="checkbox"/> <input type="checkbox"/>
					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](mailto:disted@gavilan.edu).

CRN Type Room Instructor Units Days Begin-End

**CSIS 45 C++ Programming I**

**Transferable:** CSU, UC; GAV-GE:E2; CAN:CSCI18

An introduction to the concepts and methods of computer programming using C++. Students will be introduced to procedural and object-oriented programming design methodology. Topics covered include variable and constant declarations, selection statements, repetition, functions and recursion, arrays, strings, pointers, and an introduction to classes and objects. This course will prepare students for the Programming II class. This course has the option of a letter grade or pass/no pass. ADVISORY: CSIS 10 or equivalent. Math 205 (Elementary Algebra)

40788 L/L	LI126	⇄	D Van Tassel	4.0	MW	0945- 1105
40789 Online	☐		D Van Tassel	4.0		
40924 ⇄	MHG8		D Van Tassel	4.0	T	0600- 0900

**CSIS 46 C++ Programming II**

**Transferable:** CSU, UC

This course is a continuation of CSIS 45, intended for students majoring in programming and/or planning to transfer to a 4-year college or university Computer Science program. The course will cover topics discussed in CSIS 45 in more detail. In addition the course will cover more advanced C techniques such as pointers, recursion, and linked lists. Special emphasis will be placed on C++ features such as classes, objects, templates and operator overloading. This course has the option of a letter grade or pass/no pass. ADVISORY: CSIS 45 or CSIS 5, and Mathematics 205.

40790 Online	☐		D Van Tassel	4.0		
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**CSIS 48 UNIX / Linux Operating System**

**Transferable:** CSU, UC

This course will provide the basics of the UNIX/Linux operating system, including the history and the use of UNIX/Linux with hands-on experience using commands and files. Topics to be covered include basic UNIX/Linux commands, text editing, files and directories, electronic mail, pipes and filters, and shell programming. This course has the option of a letter grade or pass/no pass. ADVISORY: CSIS 1 or CSIS 2 or equivalent computer experience.

40791 L/L	⇄	MHG8	D Van Tassel	4.0	M	0600- 0950
Above class meets at Morgan Hill Community site.						
40792 Online	☐		D Van Tassel	4.0		

**CSIS 75 Photoshop I - Adobe Photoshop**

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

This course is based on the software application Adobe Photoshop. Students learn to scan photographs and manipulate them using Photoshop tool box and special effects filters. They will learn to 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. Students who repeat this course will learn new and advanced features. This course is also listed as DM 75. ADVISORY: CSIS 124 (Windows Fundamentals), CSIS 2L

40769 L/L	LI128		K Powers	3.0	M	0320- 0625
40772 L/L	MHG5		R Grzan	3.0	T	0600- 0905
Above class meets at Morgan Hill Community site.						

**CSIS 77 Introduction to Digital Media and its Tools**

**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 ART 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 system.

40716 L/L	LI128		R Beede	3.0	TR	1120- 1240
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CRN Type Room Instructor Units Days Begin-End

**CSIS 79 Portfolio Development**

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

The planning and production of personal portfolios and self-promotion materials, including online, 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 ART 79 and DM 79.

40858 Lec	AR103		C Canepa	1.0	F	1000- 1205
This class will meet EVERY OTHER Friday from 10-1205 Class dates; 2/12/12, 2/24/12, 3/9/12, 3/23/12 4/6/12, 4/20/12, 5/4/12 and 5/18/12.						

**CSIS 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 ART 80 and DM 80. ADVISORY: CSIS 1 or CSIS 2/2L or ART 8A or equivalent computer experience.

40775 L/L	LI128		J Edberg	3.0	M	1250- 0355
	L/L		AR103		J Edberg	W 1250- 0355

**CSIS 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 ART 85 and DM 85. This course has the option of a grade or pass/no pass. May be repeated three times for credit. ADVISORY: CSIS 6 or basic knowledge of HTML.

40766 Online	☐		S Lawrence	2.0		
01/31/12 - 03/28/12						
40778 Lec	LI126		V Fainshtein	2.0	F	0100- 0250

**CSIS 107 Digital Media Design**

**Transferable:** CSU

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 ART 107 and DM 107. ADVISORY: CSIS 1 or CSIS 2/2L or equivalent computer experience

40688 Lec	LI126		V Fainshtein	2.0	F	0900- 1150
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**CSIS 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 ART 108 and DM 108. ADVISORY: CSIS 1 or CSIS 2/2L or equivalent computer experience. Open Entry / Open Exit.

40710 Lab	LI128		R Beede	.5		
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CRN Type Room Instructor Units Days Begin-End

**CSIS 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 ART 110 and DM 110. May be repeated three times for credit. ADVISORY: CSIS 1, CSIS 2/2L, CSIS 124 or basic computer knowledge.

40711 L/L LI128 R Beede 3.0 MW 1120- 1240

**CSIS 112 Keyboard Speed Building**

**Transferable:** CSU

This self-paced course is designed for students who know the alphabetic keyboard by touch and who want to develop their keyboarding speed. Students will use a microcomputer to keyboard a series of straight-copy timings, which will enable them to achieve a high level of skill. This is a pass/no pass course. May be repeated once for a total of 1 unit. ADVISORY: CSIS 122 or knowledge of keyboard with keyboarding speed of at least 25 wpm.

40714 Lab BU110 S Gaffney .5  
01/31/12 - 05/18/12 This is an open-entry self-paced class. See the instructor for details.

**CSIS 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 2 times for credit. Also listed as ART 113 and DM 113. ADVISORY: CSIS 1 or CSIS 2/2L or equivalent computer experience

40763 L/L LI128 R Beede 3.0 TR 0945- 1105

**CSIS 114 Digital Media Production**

**Transferable:** CSU

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 estimates, 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 ART 114 and DM 114. ADVISORY: At least one of the following: ART 75, CGE 2, JOUR 18A, MUS 21, CSIS 7, CSIS 71, OR CSIS 77. or possess equivalent skills from any one of the following areas: digital media, computer graphics, digital print, film, TV/video, journalism (publishing), drawing or illustration, web design/ development, business/marketing, or programming.

40808 Lec R Beede 2.0 MW 0945- 1035

**CSIS 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 ACCT 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.

40354 L/L BU111 Staff 2.0 W 0600- 0905  
ROP Course

CRN Type Room Instructor Units Days Begin-End

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

40352 Lec HOL3 M Bryson 2.0 MW 1120- 0125  
03/19/12 - 05/16/12 Above class meets at the Hollister Briggs site.  
40464 Lec HOL3 F Mendez 2.0 W 0400- 0550  
Above class meets at the Hollister Briggs site. ROP Course  
40493 Lec BU111 E Ezeokeke 2.0 R 0600- 0905  
03/01/12 - 05/17/12

**CSIS 122 Computer Keyboarding**

**Transferable:** CSU

A self-paced course for students who wish to master the alphabetic and numeric keyboard on the computer. This course is designed for students who do not know the alphabetic keyboard by "touch" and for those who want to improve their ability to type straight copy with increased speed and accuracy. The course provides "hands-on" instruction to help students reach optimum computer keyboarding skills within a limited time. This is a pass/no pass course. Course may be repeated until 3 units are accrued.

40733 Lab BU110 S Gaffney .5 T 0600- 0720  
40734 Lab BU110 S Gaffney 1.0 T 0600- 0905  
40735 Lab HOL3 M Bryson .5 MW 0945- 1105  
Above class meets at the Hollister Briggs site.  
40736 Lab HOL3 M Bryson 1.0 MW 0945- 1240  
Above class meets at the Hollister Briggs site.  
40737 Lab HOL3 M Bryson .5 MW 1120- 1240  
Above class meets at the Hollister Briggs site.  
40738 Lab HOL3 D Hampton 1.0 T 0600- 0905  
Above class meets at the Hollister Briggs site.  
40739 Lab HOL3 D Hampton .5 T 0600- 0720  
Above class meets at the Hollister Briggs site.  
40740 Lab HOL3 M Bryson 1.0 MW 1120- 0125  
Above class meets at the Hollister Briggs site.  
40741 Lab BU110 E Venable .5  
Open Entry/Open Exit, see instructor in BU110.  
40742 Lab BU110 E Venable 1.0  
Open Entry/Open Exit, see instructor in BU110.

**CSIS 124 Windows Fundamentals**

**Transferable:** CSU

This course provides fundamental information on the Windows environment for the computer. Introductory Windows operations and file management are covered. This is a pass/no pass course. This course may be repeated three times for credit. ADVISORY: Basic keyboarding skill.

40744 Lec BU111 E Milar 1.0 T 1250- 0220  
03/13/12 - 05/15/12  
40863 Lec HOL3 F Mendez 1.0 W 0130- 0335  
02/01/12 - 03/21/12 Above class meets at the Hollister Briggs site. ROP Course

**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 and may be repeated for credit when the software changes. ADVISORY: Eligible for English 260 and basic keyboarding skills.

40745 Lec MHG8 F Mendez 2.0 F 0900- 1050  
Above class meets at Morgan Hill Community site. ROP Course  
40746 Lec BU111 E Milar 2.0 M 1250- 0210  
40747 Lec HOL3 M Bryson 2.0 MW 0900- 1105  
03/19/12 - 05/16/12 Above class meets at the Hollister Briggs site.  
40748 Lec HOL3 F Mendez 2.0 M 0400- 0550  
Above class meets at the Hollister Briggs site. ROP Course

CRN Type Room Instructor Units Days Begin-End

**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. May be repeated three times for credit. This course has the option of a letter grade or pass/no pass. ADVISORY: CSIS 1 or CSIS 2 or equivalent knowledge.

40749 Lec BU111 J Conrey 2.0 R 1120- 0210  
03/02/12 - 05/18/12

**CSIS 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 (slide show) with text and objects. This course is also listed as CMUN 129. This course has the option of a letter grade or pass/no pass. May be repeated three times for credit. ADVISORY: CSIS 126 or word processing skills in the Windows environment.

40750 Lec BU110 E Venable 1.0 Lab: Mon - Fri 9AM - 3PM  
This is an open-entry self paced class. Please contact instructor for specific instructions.  
40752 Lec HOL3 M Bryson 1.0 MW 0900- 1105  
02/22/12 - 03/14/12 Above class meets at the Hollister Briggs site.

**CSIS 132 Intermediate Word Processing - MS Word**

**Transferable:** CSU  
This course covers formatting with macros and styles, mail merge techniques, sorting data in tables, preparing and protecting forms. These techniques will be applied to a variety of different documents: contracts, reports, surveys, manuscripts, and various types of letters. Other topics include working with shared documents in a workgroup, integrating applications and creating hyperlinks for workgroup settings using Microsoft Word. This course has the option of a letter grade or pass/no pass. May be repeated three times for credit. ADVISORY: CSIS 126 Word Processing - MS Word

40756 Online J Conrey 2.0

**CSIS 134 Intermediate Excel**

**Transferable:** CSU  
This course continues on where CSIS 121 Spreadsheet - MS Excel left off. Intermediate level training in spreadsheets using the Microsoft Excel program. The course includes graphing, formatting, database features, macros, and financial business calculations for decision making. This course has the option of a letter grade or pass/no pass. May be repeated once for credit. ADVISORY: CSIS 121 Spreadsheets - MS Excel

40757 Lec BU111 J Conrey 2.0 W 1120- 0210  
02/09/12 - 05/17/12

**CSIS 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 ART 140 and DM 140.

40726 Online R Beede 1.0  
Open Entry/Open Exit

**CSIS 179 Introduction to Information Security**

**Transferable:** CSU  
This course introduces students to network security concepts and prepares them for computer systems and network management duties. This course covers security concepts, communications and infrastructure security, basic cryptography, and operational and organizational security. May be repeated twice for credit. This course has the option of a letter grade or pass/no pass. ADVISORY: CSIS 178.

40549 Lab BU118 M Ramos 4.0 M 0600- 0950

**Tutoring Center**  
www.gavilan.edu/tutor  
408-848-4838  
Located in LI 116



Free tutoring is available in a variety of subjects!

Work with a peer tutor and fellow students to develop a better understanding of course content.

Fall/Spring Semester:  
Mon-Thurs: 10 am - 3 pm  
Summer Session: Call for hours

Gary Cribb, Tutoring Program Coordinator/Instructor  
Kim Wilson, Tutoring Center Specialist

CRN Type Room Instructor Units Days Begin-End

**CSIS 181 PC Hardware**

**Transferable:** CSU  
This course examines computing hardware, operating systems, and software applications from a technical side to enable students to select, install, maintain and optimize a computer system. This course will help prepare students to pursue the A+ Hardware Certification. This course has the option of a letter grade or pass/no pass. ADVISORY: CSIS 124, CSIS 1 OR CSIS 2, or equivalent computer experience.

40557 L/L BU118 J Foshee 4.0 R 0200- 0550

**CSIS 182 Operating Systems**

**Transferable:** CSU  
This course will survey current computer operating systems such as Microsoft Windows 98, NT, 2000 and XP. Linux will also be covered. Topics include file system management, systems requirements, network systems integration, security, and regular maintenance procedures. This course has the option of a letter grade or pass/no pass. ADVISORY: CSIS 1 or CSIS 2 or equivalent computer experience

40562 L/L BU118 L Barreto 4.0 T 0600- 0950

**CSIS 190 Occupational Work Experience / Computer Science**

**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.

40758	Wrk Ex	LI101A	S Sweeney	1.0
40759	Wrk Ex	LI101A	S Sweeney	4.0
40760	Wrk Ex	LI101A	S Sweeney	3.0
40761	Wrk Ex	LI101A	S Sweeney	4.0

**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 dited@gavilan.edu.

CRN Type Room Instructor Units Days Begin-End

**CSIS 570 Computer Access Evaluation**

**Transferable:** No

This course is intended to provide an in-depth computer access evaluation in order to determine an appropriate access environment for a student with a disability or multiple disabilities. This is a pass/no pass course. May be repeated as necessary based on measurable progress as documented in the Student Educational Contract. This is an open entry, open exit course. **ADVISORY:** This course is intended for students with a verified disability who show a need for the use of assistive computer programs and/or equipment or demonstrated academic deficit.

40665 Lab LI105 J Maringer-Cantu .5  
Make an appointment with the HTC instructor (LI105). Open Entry/Open Exit

**CSIS 571 Computer Assisted Instruction**

**Transferable:** No

This course is an Assistive Computer Technology Lab designed for students who are eligible for Disability Services. The course is designed to improve basic academic skills and/or cognitive processes through the use of appropriate software or to learn assistive devices designed to make computers accessible. Course content is based on Student Educational Contracts which are developed for each student. This is a pass/no pass course. May be repeated as necessary based on measurable progress as documented in the Student Educational Contract. This is an open entry, open exit course. **ADVISORY:** This course is intended for students with a verified disability who show a need for the use of adaptive computer programs and/or equipment or demonstrated academic deficit. Open Entry / Open Exit.

40668 Online ☐ J Maringer-Cantu .5  
40669 Lab LI105 J Maringer-Cantu .5  
40674 Lab LI105 J Maringer-Cantu 1.0  
40677 Lab LI105 J Maringer-Cantu 2.0

**CSIS 572 Adaptive Computer Basics**

**Transferable:** No

This course will include an introduction to the basic concept of how computers work, using the computer keyboard, word processing, beginning Internet and presentation graphics. This course will be self-paced and adjusted so that students with disabilities can learn a number of adaptive devices designed to make computers accessible. This is a pass/no pass course. May be repeated as necessary based on measurable progress as documented in the Student Educational Contract. **ADVISORY:** This course is intended for students with a verified disability who show a need for the use of adaptive computer programs and/or equipment or demonstrated academic deficit.

40680 Lab LI105 J Maringer-Cantu 1.0 MW 1250- 0210

**COSMETOLOGY**

**COS 200 Beginning Cosmetology**

**Transferable:** No

Fundamental principles of the science/art of beauty culture including hair design, chemical services and cosmetic therapy. May be repeated once for credit. **ADVISORY:** Eligible for English 250, 260 and Mathematics 205.

40324 L/L BU103 G Ramirez 12.0 TWRF 0810- 0930  
L/L COS102 G Ramirez TWRF 0935- 0330  
Approximate cost for materials is \$800.00. Prices are subject to change. Please contact the Cosmetology department at (408) 848-4884 for a complete list of required materials.

**COS 201 Intermediate Cosmetology**

**Transferable:** No

Extended studies and techniques in tinting, bleaching, permanent waving, soft perming, chemical straightening, pedicuring, waxing, and shaping and styling. **ADVISORY:** Satisfactory completion of Cosmetology 200. Eligible for English 250, 260 and Mathematics 205.

40325 L/L COS102 R Hernandez 12.0 TWRF 0810- 0330  
Approximate cost for materials is \$300.00. Prices are subject to change. Please contact the Cosmetology department at (408) 848-4884 for a complete list of required materials.

CRN Type Room Instructor Units Days Begin-End

**COS 202 Advanced Cosmetology**

**Transferable:** No

Advanced techniques in tinting, lightening, hair design and cosmetic chemistry. May be repeated once for credit. **PREREQUISITE:** Completion of COS 200 & 201. **ADVISORY:** Eligible for English 250, 260 and Mathematics 205.

40326 L/L COS102 N Khanna 12.0 TWRF 0810- 0330  
M Andre  
Approximate cost for materials is \$400.00. Prices are subject to change. Please contact the Cosmetology Department at (408) 848-4884 for a complete list of required materials.

**COS 203 Practicum**

**Transferable:** No

Advanced techniques in tinting, lightening, hair and design and cosmetic chemistry. May be repeated once for credit. **PREREQUISITE:** Completion of COS 200, 201 and 202. **ADVISORY:** Eligible for English 250, 260 and Mathematics 205. \* Approximate cost for materials is \$200.00. Prices are subject to change. Please contact the Cosmetology Department at (408) 848-4884 for a complete list of required materials.

40831 Lab	COS102	M Andre / N Khanna	.5	TWRF	0830- 0330
40832 Lab	COS102	M Andre / N Khanna	1.0	TWRF	0830- 0330
40833 Lab	COS102	M Andre / N Khanna	2.0	TWRF	0800- 0330
40834 Lab	COS102	M Andre / N Khanna	3.0	TWRF	0830- 0330
40835 Lab	COS102	M Andre / N Khanna	4.0	TWRF	0830- 0330
40836 Lab	COS102	M Andre / N Khanna	5.0	TWRF	0830- 0330
40837 Lab	COS102	M Andre / N Khanna	6.0	TWRF	0830- 0330
40838 Lab	COS102	M Andre / N Khanna	7.0	TWRF	0830- 0330
40839 Lab	COS102	M Andre / N Khanna	8.0	TWRF	0830- 0330
40840 Lab	COS102	M Andre / N Khanna	9.0	TWRF	0830- 0330
40841 Lab	COS102	M Andre / N Khanna	10.0	TWRF	0830- 0330
40842 Lab	COS102	M Andre / N Khanna	11.0	TWRF	0830- 0330
40843 Lab	COS102	M Andre / N Khanna	12.0	TWRF	0830- 0330

**COS 205 State Board Review**

**Transferable:** No

State Board exam procedures and standards. **ADVISORY:** Cosmetology 201.

40327 Lab COS102 R Hernandez 2.0 M 0810- 0145

**COS 221 Advanced Scientific Skin Care (Esthetics)**

**Transferable:** No

An advanced in-depth study and training in the care and treatment of skin, cosmetics and manipulative electrical modalities as required by the State Board of Cosmetology. **PREREQUISITE:** Completion of COS 220 or equivalent.

40328 L/L COS102 A Juarez 8.0 MTWRF 0445- 0945  
N Boyd  
Approximate cost for materials is \$200.00. Prices are subject to change. Please contact the Cosmetology Department at (408) 848-4884 for a complete list of required materials.

**COS 290 Occupational Work Experience/Cosmetology**

**Transferable:** No

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.

40821 Wrk Ex LI101A	S Sweeney	1.0
40823 Wrk Ex LI101A	S Sweeney	2.0
40825 Wrk Ex LI101A	S Sweeney	3.0
40828 Wrk Ex LI101A	S Sweeney	4.0



CRN Type Room Instructor Units Days Begin-End

**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. May be repeated three times for credit. Also listed as CSIS 6 and LIB 6. ADVISORY: CSIS 1 or CSIS 2 or CSIS 3/LIB 3 advised.

40720	Online	☐	J Howell	2.0		
			03/26/12 - 05/18/12			
40721	Online	☐	J Howell	2.0		
			02/06/12 - 03/23/12			

**DM 75 Photoshop I - Adobe PhotoShop**

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

This course is based on the software application Adobe Photoshop. Students learn to scan photographs and manipulate them using Photoshop tool box and special effects filters. They will learn to 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. Students who repeat this course will learn new and advanced features. This course is also listed as CSIS 75. ADVISORY: CSIS 124 (Windows Fundamentals), CSIS 2L

40770	L/L	LI128	K Powers	3.0	M	0320- 0625
40773	L/L	MHG5	R Grzan	3.0	T	0600- 0905
Above class meets at Morgan Hill Community site.						

**DM 77 Introduction to Digital Media and its Tools**

**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 ART 77 and CSIS 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 system.

40717	L/L	LI128	R Beede	3.0	TR	1120- 1240
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**DM 79 Portfolio Development**

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

The planning and production of personal portfolios and self- promotion materials, including online, 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 ART 79 and CSIS 79.

40859	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.						



**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](mailto:disted@gavilan.edu).

CRN Type Room Instructor Units Days Begin-End

**DM 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 ART 80 and CSIS 80. ADVISORY: CSIS 1 or CSIS 2/2L or ART 8A or equivalent computer experience.

40776	L/L	LI128	J Edberg	3.0	M	1250- 0355
			AR103	J Edberg	W	1250- 0355

**DM 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 ART 85 and CSIS 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.

40767	Online	☐	S Lawrence	2.0		
			01/31/12 - 03/28/12			
40779	Lec	LI126	V Fainshtein	2.0	F	0100- 0250

**DM 107 Digital Media Design**

**Transferable:** CSU

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 ART 107 and CSIS 107. ADVISORY: CSIS 1 or CSIS 2/2L or equivalent computer experience

40662	Lec	LI126	V Fainshtein	2.0	F	0900- 1150
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**DM 108 Digital Media Lab**

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

Supervised practice and individualized computer assisted learning or 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 design/authoring, DVD/CD ROMs, animation). Supplements lecture courses. Open entry/exit, so may be added anytime during the semester. This is a pass/no pass course. Also listed as ART 108 and CSIS 108. May be repeated three times for credit. ADVISORY: CSIS 1 or CSIS 2/2L or equivalent computer experience. Open Entry / Open Exit.

40699	Lab	LI128	R Beede	.5		
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**DM 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 ART 110 and CSIS 110. May be repeated three times for credit. ADVISORY: CSIS 1, CSIS 2/2L, CSIS 124 or basic computer knowledge.

40713	L/L	LI128	R Beede	3.0	MW	1120- 1240
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CRN Type Room Instructor Units Days Begin-End

**DM 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 2 times for credit. Also listed as ART 113 and CSIS 113. **ADVISORY:** CSIS 1 or CSIS 2/2L or equivalent computer experience

40764 L/L LI128 R Beede 3.0 TR 0945- 1105

**DM 114 Digital Media Production****Transferable:** CSU

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 estimates, 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 ART 114 and CSIS 114. **ADVISORY:** At least one of the following: ART 75, CGE 2, JOUR 18A, MUS 21, CSIS 7, CSIS 71, OR CSIS 77. or possess equivalent skills from any one of the following areas: digital media, computer graphics, digital print, film, TV/video, journalism (publishing), drawing or illustration, web design/ development, business/marketing, or programming.

40806 Lec LI128 R Beede 2.0 MW 0945- 1035

**DM 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 ART 140 and CSIS 140.

40725 Online  R Beede 1.0  
Open Entry/Open Exit**ECOLOGY****ECOL 1 Conservation of Natural Resources****Transferable:** CSU, UC; CSU-GE:B2, B3, IGETC:5B; GAV-GE:B2, B3

This course examines the fundamentals of ecology (the study of the relationships between organisms and their environment) with special emphasis on human effects on the environment. Topics of discussion will include ecosystem dynamics, resources, pollution, population growth, and the clash between economic and political policy and the environment. **ADVISORY:** Eligible for English 250 and English 260.

40415 Lec LS101 J Hubbard 4.0 TR 1250- 0210

Lab LS102 J Hubbard T 0230- 0535

40416 Lec LS101 J Hubbard 4.0 TR 1250- 0210

Lab LS102 J Hubbard R 0230- 0535

40421 L/L LS102 R Morales 4.0 S 0900- 1205

L/L LS102 R Morales S 1250- 0355

This service learning course involves community work.



**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](mailto:disted@gavilan.edu).

CRN Type Room Instructor Units Days Begin-End

**ECONOMICS****ECON 1 Principles of Macroeconomics**

**Transferable:** CSU, UC; CSU-GE:D2, IGETC:4B; GAV-GE:D2, F; CAN:ECON2  
Introduction to the principles of macroeconomics, social organization of the economy; supply and demand; the determinants of national income and production, economic growth, the global economy and trade, employment, prices, savings and investment; the nature and effectiveness of monetary and fiscal policy. This course has the option of a letter grade or pass/no pass. **ADVISORY:** Eligible for English 1A and Mathematics 233. Student will be required to purchase access to "My Econ Lab" Online Portal. See instructor for details. [jkearns@gavilan.edu](mailto:jkearns@gavilan.edu).

40336 Lec BU120 J Kearns 3.0 TR 1250- 0210

40337 Online  J Kearns 3.040338 Online  J Kearns 3.0

40339 Lec BU120 J Kearns 3.0 TR 1120- 1240

**ECON 2 Principles of Microeconomics**

**Transferable:** CSU, UC; CSU-GE:D2, IGETC:4B; GAV-GE:D2; CAN:ECON4  
Introduction to microeconomic principles and theory; supply, demand; product and factor price determination, resource allocation, costs, revenues, and profits under different competitive situations; international trade; government regulation and taxation. Note: Economics 1 is not a prerequisite for Economics 2. This course has the option of a letter grade or pass/no pass. **ADVISORY:** Eligible for English 260, English 250 and Mathematics 233. Student will be required to purchase access to "My Econ Lab" Online Portal. See instructor for details. [jkearns@gavilan.edu](mailto:jkearns@gavilan.edu).

40340 Lec BU120 J Kearns 3.0 MW 1250- 0210

40341 Lec MHG5 J Kearns 3.0 MW 0945- 1105

Above class meets at Morgan Hill Community site.

**ENGINEERING****ENGR 1 Engineering Graphics****Transferable:** CSU, UC; CAN:ENGR2

An introduction to the graphical and visual communication of the engineering design process. Topics will include the design process, visualization, free-hand sketching, orthographic projection, multi views, auxiliary views, section views, dimensioning and tolerances. Computer-aided-drafting (CAD) software will be used extensively in conjunction with traditional methods to highlight the strengths of multiple communication methodologies. **ADVISORY:** Eligible for English 250 and English 260; Mathematics 1A - may be concurrent, and CSIS 10 - May be concurrent.

40423 L/L LS103 K Luehrs 3.0 MW 0810- 0905

L/L MA102 K Luehrs W 0230- 0535

**ENGR 3 Electrical Circuits / Devices and Systems****Transferable:** CSU, UC; CAN:ENGR12

Natural, forced, and steady-state response by impedance, exponential, pole-zero and phasor methods; solid state; digital circuits and laplace transform methods are introduced. **PREREQUISITE:** Mathematics 1A with a grade of 'C' or better. May be taken concurrently. **ADVISORY:** Physics 4B with a grade of "C" or better and Mathematics 2C.

40432 Lec LS102 R Orozco 3.0 TR 0600- 0720

**ENGR 4 Properties Of Materials****Transferable:** CSU, UC; CAN:ENGR4

Basic principles of physics and chemistry are used to determine the quantitative relationships which describe the behavior of solids. Particular emphasis is placed upon the relationship between the structure and mechanical properties of crystalline solids. Applications consider control of properties as an engineering design variable. A term paper based upon review of the periodical technical literature is required. **PREREQUISITE:** Chemistry 1A and Physics 4A.

40433 Lec PS102 K Luehrs 3.0 MW 0945- 1105

## Choose a **THEME** for your English class:

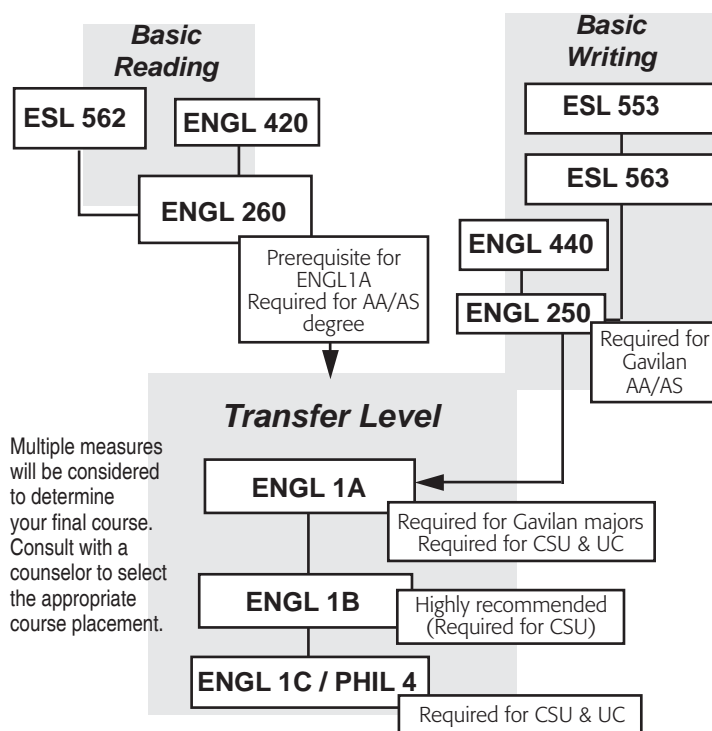
Find the number, by the course section number, that corresponds to a theme below.

- 1 Delve into an exploration of individual identity, with a focus on the ways we define ourselves in our interaction with others.
- 2 Explore environmental ethics with inquiry into questions the field raises: Do plants suffer? Do we have moral obligations to wildlife? Is it right to let wildfires burn or put them out? What are the moral dilemmas food, water, and shelter raise? Then apply the emerging ethic to real life situations.
- 3 Chicana(o) Style: Step into the world and history of the Mexican, the Chicana(o) the biracial, bicultural experience. Explore border crossings and the crossing of cultures. Learn about or relive the joys and pains of the wonderful and sometimes strange Chicana(o) life.
- 4 Investigate environmental issues, particularly those connected to what we eat and where we live.
- 5 Puente: Develop writing skills through an emphasis on Chicano/Latino literature.
- 6 The American Dream: Revisit the land of freedom and equality.
- 7 Re-examine American culture and values by looking at the modern myths of our time—critically read, write, and discuss controversial issues including the success of K-12 education, gender equality, the reality of the American dream, and the benefits of science.
- 8 Read works by scientists, journalists, mystics, and reformers about nature and the wilderness, listening to their reasoning, examining their evidence, and learning from their writing styles.
- 9 Explore the exciting realm of science and discover who we are and how we got here, and learn about the scientists and explorers who got us here while learning to write with panache, flair, and accuracy.
- 10 Writing the Self: Consider ways to use your own experience to craft strong arguments and study examples from some of the best autobiographical writers.
- 11 Examine short stories, poetry, drama, and the novel using formalist, historical and gender focused criticism.
- 12 American Outsiders: Explore American literature from the “outsider’s” perspective, focusing on works from authors protesting the American mainstream or demanding to be let in.
- 13 Examine small incidents through the eyes of John Steinbeck, Eve Ensler and Louis DeBernais to discover the larger truths about war. From WWI through the war on women, discover how war affects everyone involved.
- 14 Explore the evolution of American literature, particularly its foundation in Transcendentalism; investigate marginalized writers and how they redefine genres. Readings: Transcendentalism to Beatnik, Robinson Jeffers to Jack Spicer, Black Fire to Chicano Rasquache.
- 15 Explore the great literature of the human condition, challenging you to respond to literary art, science fiction, music, tragedy, and the joy of life and living.
- 16 What r computers doing 2 ur brain? How do words affect your perception of reality? Click here to inquire how “critical thinking,” reading, and writing can improve the quality of our lives.
- 17 Read arguments of many classical writers on government, justice, and ethics; discuss and write about their claims; and construct our own answers to their challenges.



- 18 Learn to think courageously, to think intelligently, and to think for yourself through challenging the pseudoscientific, the paranormal, and the make-believe world of nutty beliefs and scams.
- 19 Explore American consumerism and wild alternatives.
- 20 First Year Experience with Service Learning: Learn to critically read, write, and think about contemporary issues; evaluate the credibility of sources ranging from academia to the media; and embrace the importance of understanding what is happening in the world around you.
- 21 Expand your global consciousness through literature.

## ENGLISH COMPOSITION AND READING COURSE SEQUENCE



### ENGL 749 Writers' Workshop

Take this Noncredit workshop and help ensure success in ENGL 1A!



We help learners of all ages!

- Help for Gavilan students in any writing class
  - Activities for kids, teens and parents
  - A supportive, friendly atmosphere
- Tuesdays,**  
9:00 - 10:00 AM  
**Wednesdays,**  
10:45 - 11:45 AM  
& 2:30 - 5:30 PM  
Meets in the Writing Center (LI120) on the main campus in Gilroy.  
See listing on page 69.

# First Year Experience A Wise Choice

First Year Experience (FYE) is a program in place in many colleges across the country. This program was developed because research has shown that students who make connections with their teachers, classmates, and campus are more likely to succeed. So what is FYE? At Gavilan, this program links required English courses together and provides tutoring and counseling. How do students benefit? By working together with your classmates and instructors, you will develop a stronger network of support. Students who enroll in FYE often report:

- higher GPA,
- increased involvement in school,
- more friends,
- more fun in school,
- ability to meet goals,
- stronger critical thinking, reading, and writing abilities,
- saving time and money

**1** Your ENGL 1A class has a theme.  
**2**  
**3** See list on page 41.

The following classes are part of learning community.  
You must enroll in both courses.

**ENGL 250 Practical Writing**  
 40249 Lec SS111 S White 3.0 MW 1250-0210  
 Lab LI171 S White M 0220-0310

**ENGL 260 Preparation for College Reading**  
 40266 Lec SS111 J Gatewood 3.0 MW 1120-1240

or

**ENGL 250 Practical Writing**  
 40250 Lec SS111 S White 3.0 MW 1250-0210  
 Lab LI171 S White W 0220-0310

**ENGL 260 Preparation for College Reading**  
 40267 Lec SS111 J Gatewood 3.0 MW 1120-1240

**ENGL 250P Practical Writing**  
 40809 Lec SS203 S Sandler 3.0 MW 0810-0930  
 Lab LI120 S Sandler M 0945-1035

**ENGL 260P Preparation for College Reading**  
 40816 Lec SS203 S Sandler 3.0 TR 0810-0930

or

**ENGL 250P Practical Writing**  
 40815 Lec SS203 S Sandler 3.0 MW 0810-0930  
 Lab LI120 S Sandler W 0945-1035

**ENGL 260P Preparation for College Reading**  
 40817 Lec SS203 S Sandler 3.0 TR 0810-0930

**ENGL 250P Practical Writing**  
 40822 Lec SS203 K Warren 3.0 TR 1250-0210  
 Lab LI120 K Warren T 0230-0320

**ENGL 260P Preparation for College Reading**  
 40826 Lec SS203 K Warren 3.0 TR 1120-1240

or

**ENGL 250P Practical Writing**  
 40824 Lec SS203 K Warren 3.0 TR 1250-0210  
 Lab LI171 K Warren R 1010-1100

**ENGL 260P Preparation for College Reading**  
 40827 Lec SS203 K Warren 3.0 TR 1120-1240

**ENGL 420 Reading Improvement**  
 40279 Lec HU102 J McMillen 3.0 TR 1120-1240  
 Lab LI171 J McMillen T 0230-0320

**ENGL 440 Basic Writing**  
 40288 Lec HU102 J McMillen 3.0 TR 1250-0210  
 Lab LI171 J McMillen R 0230-0320

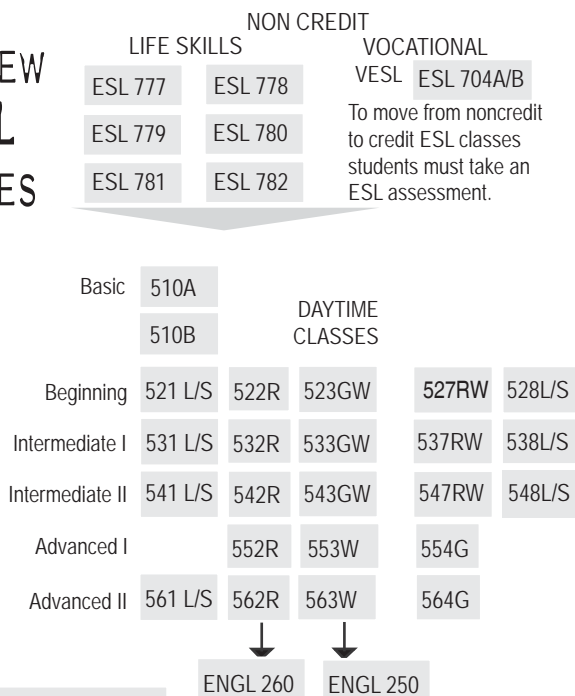
or

**ENGL 420 Reading Improvement**  
 40280 Lec HU102 J McMillen 3.0 TR 1120-1240  
 Lab LI171 J McMillen W 1120-1210

**ENGL 440 Basic Writing**  
 40289 Lec HU102 J McMillen 3.0 TR 1250-0210  
 Lab LI171 J McMillen W 1220-0110

**MARK YOUR CALENDARS** - Thursday, Jan. 26th from 9:00 AM - 1:00 PM in the North / South Lounge, Student Success Orientation. Meet your instructors! Find out where your classes are and how to get money for books! Get connected with programs on campus such as EOPS, TRIO, MESA and more. Free lunch provided. RSVP to Josie Olivares at 480-852-2866 ASAP; spaces are limited.

## OVERVIEW of ESL COURSES



**SUPPLEMENTARY ESL COURSES:**  
 ESL 546 Intro Computers/ESL  
 ESL 556 Intro Competency/ESL  
 ESL 581 Pronunciation I  
 ESL 582 Pronunciation II  
 ESL 584 Culture through Film  
 ESL 585 Editing for ESL Writers

ACADEMIC PROGRAMS or VOCATIONAL PROGRAMS  
 ¿Es el inglés su segundo idioma?  
 Consulte la página 100 para información en español sobre el examen de evaluación de ESL.

CRN Type Room Instructor Units Days Begin-End

**ENGLISH****ENGL 1A Composition**

**Transferable:** CSU, UC; CSU-GE:A2, IGETC:1A; GAV-GE:A2; CAN:ENGL2, ENGL SEQ A

This is a writing course which emphasizes expository writing, argumentative writing, and critical reading of expository prose. It is meant to train students in clear thinking and reasoned support of ideas. Students will be given the opportunity to read models of good expository and argumentative prose and learn the techniques of good writing. These include choosing appropriate subjects, developing restricted, unified, and precise theses and presenting supporting evidence in a logical, lucid, and effective manner. To achieve this end, students write no fewer than six essays and read at least five works, two of which are book length. **PREREQUISITE:** English 250 and English 260 or English 250 and SSCI 270A or English 250 and SSCI 270B with a grade of 'C' or better or satisfactory score on the English placement examination.

1	40180	Online	☐	J Raimondo	3.0		
2	40181	Lec	HU103	M Fuzie	3.0	MW	0810- 0930
	40182	Lec	HU103	D Condon	3.0	TR	0810- 0930
3	40183	Lec	MHG12	T Mack	3.0	MW	0810- 0930
				Above class meets at Morgan Hill Community site.			
	40184	Lec	HOL2	G Mora	3.0	F	0900- 1205
				Above class meets at the Hollister Briggs site.			
4	40185	Lec	HOL5	C Salvin	3.0	TR	1120- 1240
				Above class meets at the Hollister Briggs site.			
	40186	Online	☐	E Crook	3.0		
	40187	Lec	MA102	S Sloan	3.0	TR	0945- 1105
4	40188	Lec	MA102	C Salvin	3.0	MW	1120- 1240
5	40189	Lec	SS111	S Sandler	3.0	TR	1120- 1240
				<b>Puente Program.</b> Students must also enroll in GUID 1, CRN 40377. See page 68.			
6	40190	Lec	SS111	J Roscher	3.0	TR	1250- 0210
7	40191	Lec	SS203	J Gatewood	3.0	MW	1250- 0210
8	40192	Lec	HU103	D Luoma	3.0	TR	0230- 0350
8	40193	Lec	HU102	D Luoma	3.0	MW	0400- 0520
	40194	Lec	SS205	M Kovacs	3.0	R	0600- 0905
	40195	Lec	SS205	S Sloan	3.0	W	0600- 0905
9	40196	Lec	HOL1	T Brett	3.0	M	0600- 0905
				Above class meets at the Hollister Briggs site.			
10	40197	Lec	MHG3	S Schessler	3.0	T	0600- 0905
				Above class meets at Morgan Hill Community site.			
	40198	Lec	MHG3	M Bragger	3.0	F	0900- 1205
				Above class meets at Morgan Hill Community site.			

**ENGL 1B Composition and Literature**

**Transferable:** CSU, UC; CSU-GE:C, IGETC:3B; GAV-GE:C2; CAN:ENGL4, ENGL SEQ A

English 1B continues the work begun in 1A, but now the emphasis shifts to writing expository prose in conjunction with reading and analyzing imaginative literature. Students are to write as fledgling critics and use the text as a basis for other forms of reflection. The reading requirement includes short stories, poetry, drama, and at least two novels. Course work will also include fundamentals of research writing. **PREREQUISITE:** English 1A with a grade of "C" or better.

	40199	Online	☐	J Hooper	3.0		
	40200	Lec	MHG13	S White	3.0	MW	0400- 0520
				Above class meets at Morgan Hill Community site.			
	40201	Lec	HU103	J Hooper	3.0	TR	0945- 1105
11	40202	Lec	HU103	S Hirasuna	3.0	F	0900- 1205
	40203	Lec	HU103	E Crook	3.0	MW	1120- 1240
12	40204	Online	☐	S Schessler	3.0		
21	40205	Lec	MA102	O Osikomaiya	3.0	T	1250- 0210
		Online	☐	O Osikomaiya			
13	40206	Lec	HU102	M Oral	3.0	MW	1250- 0210
14	40207	Lec	HU102	R Escamilla	3.0	TR	0230- 0350
15	40208	Lec	HU103	T Brett	3.0	W	0600- 0905
14	40209	Lec	HOL5	R Escamilla	3.0	R	0600- 0905



**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](mailto:disted@gavilan.edu).

CRN Type Room Instructor Units Days Begin-End

**ENGL 1C Critical Reasoning and Writing**

**Transferable:** CSU, UC; CSU-GE:A3, IGETC:1B; GAV-GE:C2

This course is designed to develop critical thinking, reading, and writing skills beyond the level achieved in English 1A. The emphasis is on critical analysis of arguments and the development of the ability to integrate the principles of critical thinking into essay writing. **PREREQUISITE:** English 1A with a grade of "C" or better.

	40210	Online	☐	C Chaffin	3.0		
	40211	Lec	HU102	G Mora	3.0	MW	0810- 0930
16	40212	Lec	HOL1	K Hull	3.0	MW	0400- 0520
				Above class meets at the Hollister Briggs site.			
	40213	Lec	MA102	D Condon	3.0	TR	1120- 1240
17	40214	Lec	HU102	D Luoma	3.0	MW	0230- 0350
	40215	Lec	HU103	K Smith	3.0	TR	0400- 0520
18	40216	Lec	SS111	T Brett	3.0	R	0600- 0905

**ENGL 2C Introduction to Film and Fiction**

**Transferable:** CSU, UC; CSU-GE:C2, IGETC:3B; GAV-GE:C2

This is a literature course in analysis of the novel and film as art forms. The student will read several novels, view the films based on the novels, and discuss the difference in techniques, both orally and in writing. **PREREQUISITE:** Eligible for English 1A.

	40271	Lec	SS214	G Richards	3.0	TR	1120- 1240
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**ENGL 5B Survey of American Literature - 1865 to Present**

**Transferable:** CSU, UC; CSU-GE:C2, IGETC:3B; GAV-GE:C2; CAN:ENGL16

This course is a study of the masters of American literature covering the years 1865 A.D. to the present. Note: Need not be taken in sequence. **PREREQUISITE:** Eligible for English 1A.

	40293	Lec	SS203	M Fuzie	3.0	MW	1120- 1240
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**ENGL 9A Introduction to Creative Writing**

**Transferable:** CSU, UC; CSU-GE:C2; GAV-GE:C2; CAN:ENGL6

This course includes the writing, reading, and critical discussions of various forms of poetry and fiction. **PREREQUISITE:** Eligible for English 1A.

	40294	Lec	HU103	K Smith	3.0	M	0600- 0905
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**ENGL 9B Advanced Creative Writing**

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

This class is a continuation of English 9A, with the emphasis shifting to publication. The genre of non-fiction will be the primary focus, but the genres of fiction will also be taught at a more comprehensive level than in English 9A. The process of finding a market for one's work will be followed step by step. The class may compile and publish "Soaring", Gavilan's literary magazine, each spring semester. **PREREQUISITE:** English 9A with a grade of credit or C or better.

	40295	Lec	HU103	K Smith	3.0	M	0600- 0905
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**ENGL 9C Poetry Writing**

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

This course includes the writing, reading, and critical discussions of various forms of poetry. **PREREQUISITE:** English 9A with a grade of credit or C or better.

	40296	Lec	HU103	K Smith	3.0	M	0600- 0905
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**ENGL 12B Tutoring Writers: Training / Theory & Practice**

**Transferable:** CSU

Fundamentals of compositional theory, the writing process, peer-to-peer communication, interacting with faculty and educational institutions and effective responses to writing will be covered. In addition, students will gain an understanding of the basic history, methodology and practice of writing pedagogy while developing a writing community that aids in connecting them to their own writing practice. **ADVISORY:** Eligible for English 1A.

	40177	Lec	LI120	K Smith	1.0	M	0300- 0400
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CRN Type Room Instructor Units Days Begin-End

**ENGL 12C Tutoring Writers: Training / Theory & Practice**

**Transferable:** CSU

Fundamentals of compositional theory, the writing process, peer-to-peer communication, interacting with faculty and educational institutions and effective responses to writing will be covered. In addition, students will gain an understanding of the basic history, methodology and practice of writing pedagogy while developing a writing community that aids in connecting them to their own writing practice. ADVISORY: Eligible for English 1A.

40178 Lec LI120 K Smith 1.0 M 0300- 0400

**ENGL 12D Tutoring Writers: Training, Theory & Practice**

**Transferable:** CSU

Fundamentals of compositional theory, the writing process, peer-to-peer communication, interacting with faculty and educational institutions and effective responses to writing will be covered. In addition, students will gain an understanding of the basic history, methodology and practice of writing pedagogy while developing a writing community that aids in connecting them to their own writing practice. ADVISORY: Eligible for English 1A.

40179 Lec LI120 K Smith 1.0 M 0300- 0400

**ENGL 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.

40230 Fld Ex SS109 K Warren 1.0

**ENGL 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.

40231 Ind LI119 K Smith 2.0  
 40232 Ind LI119 K Smith 1.0  
 40233 Ind SS109 K Warren 1.0  
 40234 Ind SS109 K Warren 2.0

**Accelerate Your Learning!**  
**Are you highly motivated to reach your academic goals?**  
**Ready to jump-start your reading, writing and prepare for English 1A?**  
**Then these classes are for you!**

*English 250P: Practical Writing & 260P: Preparation for College Reading*

These courses combine accelerated academic work with strong support from teachers, tutors, and counselors. You will develop the reading and writing skills to succeed in your college courses - in one semester! What makes these English classes different from the others? You decide whether you are ready for this challenge - there are no prerequisites except for a desire to learn. These classes are pass /no pass. This program is designed for students eligible for English 420, 440, 250, or 260.

In this learning community, you'll have a chance to:

- Bring your basics (reading and writing) up to college-level in one semester.
- Identify your strengths & goals, discover your learning style (how you learn best), and learn study & research skills.

For more information, contact instructors Karen Warren at (408) 848-4850 or [kwarren@gavilan.edu](mailto:kwarren@gavilan.edu) or Scott Sandler at (408) 846-4979 or [ssandler@gavilan.edu](mailto:ssandler@gavilan.edu)

CRN Type Room Instructor Units Days Begin-End

**ENGL 250 Practical Writing**

**Transferable:** No

This course covers writing clear, correct, effective essays and learning preliminary research skills. PREREQUISITE: English 440 or ESL 563 with a grade of 'C' or better or satisfactory score on the English placement examination.

40237	Lec	HU102	M Fuzie	3.0	TR	0810- 0930
	Lab	LI120	M Fuzie		F	0810- 0900
40238	Lec	HU102	M Fuzie	3.0	TR	0810- 0930
	Lab	LI120	M Fuzie		F	0910- 1000
19 40239	Lec	MA102	C Salvin	3.0	MW	0945- 1105
	Lab	LI120	C Salvin		M	0845- 0935
19 40240	Lec	MA102	C Salvin	3.0	MW	0945- 1105
	Lab	LI120	C Salvin		W	0845- 0935
19 40241	Lec	HOL5	C Salvin	3.0	TR	0945- 1105
	Lab	HOL3	C Salvin		T	0845- 0935
		Above class meets at the Hollister Briggs site.				
19 40242	Lec	HOL5	C Salvin	3.0	TR	0945- 1105
	Lab	HOL3	C Salvin		R	0845- 0935
		Above class meets at the Hollister Briggs site.				
40243	Lec	HU102	M Fuzie	3.0	TR	0945- 1105
	Lab	LI120	M Fuzie		F	1010- 1100
40244	Lec	HU102	M Fuzie	3.0	TR	0945- 1105
	Lab	LI120	M Fuzie		F	1110- 1200
40245	Lec	HU102	M Oral	3.0	MW	1120- 1240
	Lab	LI171	M Oral		M	1010- 1100
40246	Lec	HU102	M Oral	3.0	MW	1120- 1240
	Lab	LI171	M Oral		W	1010- 1100
20 40249	Lec	SS111	S White	3.0	MW	1250- 0210
	Lab	LI171	S White		M	0220- 0310
		This class is part of a learning community. If you enroll you must also enroll in ENGL 260				
		#40266. This service learning course involves community work.				
20 40250	Lec	SS111	S White	3.0	MW	1250- 0210
	Lab	LI171	S White		W	0220- 0310
		This class is part of a learning community. If you enroll you must also enroll in ENGL 260				
		#40267. This service learning course involves community work.				
40251	Lec	SS111	J Roscher	3.0	TR	0230- 0350
	Lab	LI171	J Roscher		T	0400- 0450
40252	Lec	SS111	J Roscher	3.0	TR	0230- 0350
	Lab	LI171	J Roscher		R	0400- 0450
40253	Lec	HU103	K Diehl	3.0	TR	0630- 0750
	Lab	LI120	K Diehl		T	0530- 0620
40254	Lec	HU103	K Diehl	3.0	TR	0630- 0750
	Lab	LI120	K Diehl		R	0530- 0620
40255	Lec	HOL5	V Parker	3.0	MW	0700- 0820
	Lab	HOL5	V Parker		M	0830- 0920
		Above class meets at the Hollister Briggs site.				
40257	Lec	HOL5	V Parker	3.0	MW	0700- 0820
	Lab	HOL5	V Parker		W	0830- 0920
		Above class meets at the Hollister Briggs site.				
40258	Lec	MHG10	M Bragger	3.0	MW	0945- 1105
	Lab	MHG10	M Bragger		M	0845- 0935
		Above class meets at Morgan Hill Community site.				
40259	Lec	MHG10	M Bragger	3.0	MW	0945- 1105
	Lab	MHG10	M Bragger		W	0845- 0935
		Above class meets at Morgan Hill Community site.				

**ENGL 250P Practical Writing**

**Transferable:** No

This course covers writing clear, correct, effective essays and learning preliminary research skills. This course is pass/no pass. COREQUISITE: ENGL 260P

40809	Lec	SS203	S Sandler	3.0	MW	0810- 0930
	Lab	LI120	S Sandler		M	0945- 1035
		This class is part of a learning community. If you enroll you must also enroll in ENGL 260P				
		# 40816.				
40815	Lec	SS203	S Sandler	3.0	MW	0810- 0930
	L/L	LI120	S Sandler		W	0945- 1035
		This class is part of a learning community. If you enroll you must also enroll in ENGL 260P				
		# 40817.				
40822	Lec	SS203	K Warren	3.0	TR	1250- 0210
	Lab	LI120	K Warren		T	0230- 0320
		This class is part of a learning community. If you enroll you must also enroll in ENGL 260P				
		# 40826.				
40824	Lec	SS203	K Warren	3.0	TR	1250- 0210
	Lab	LI171	K Warren		R	1010- 1100
		This class is part of a learning community. If you enroll you must also enroll in ENGL 260P # 40827.				

CRN Type Room Instructor Units Days Begin-End

**ENGL 260 Preparation for College Reading**

**Transferable:** No; GAV-GE:A3

This is a course presenting strategies in the technique and practice of college level critical reading and thinking skills. **PREREQUISITE:** Completion of English 420 or ESL 562 with a grade of 'C' or better or Assessment recommendation.

40262	Lec	HU102	K Hull	3.0	MW	0945- 1105
40265	Lec	HU102	K Hull	3.0	F	0910- 1215
20 40266	Lec	SS111	J Gatewood	3.0	MW	1120- 1240
This class is part of a learning community. If you enroll you must also enroll in ENGL 250 # 40249. This course involves community work.						
20 40267	Lec	SS111	J Gatewood	3.0	MW	1120- 1240
This class is part of a learning community. If you enroll you must also enroll in ENGL 250 #40250. This course involves community work.						
40268	Lec	HU103	J Hooper	3.0	MW	1250- 0210
40270	Lec	HOL5	V Parker	3.0	MW	0530- 0650

Above class meets at the Hollister Briggs site.

**ENGL 260P Preparation for College Reading**

**Transferable:** No

This is a course presenting strategies in the technique and practice of college level critical reading and thinking skills. This course is pass/no pass. **COREQUISITE:** ENGL 250P

40816	Lec	SS203	S Sandler	3.0	TR	0810- 0930
This class is part of a learning community. If you enroll you must also enroll in ENGL 250P # 40809.						
40817	Lec	SS203	S Sandler	3.0	TR	0810- 0930
This class is part of a learning community. If you enroll you must also enroll in ENGL 250P # 40815.						
40826	Lec	SS203	K Warren	3.0	TR	1120- 1240
This class is part of a learning community. If you enroll you must also enroll in ENGL 250P #40822.						
40827	Lec	SS203	K Warren	3.0	TR	1120- 1240
This class is part of a learning community. If you enroll in this class you must also enroll in ENGL 250P #40824.						

**ENGL 420 Reading Improvement**

**Transferable:** No

This is a practical, "how to" course teaching various methods of learning and reading college material. Using group and individual instruction in vocabulary, comprehension, and study skills, the students will increase their ability to survive academically, to profit, grow and succeed in all college courses, and to enjoy reading and learning. Units earned in this course do not count toward the associate degree and/or certain certificate requirements. This course has the option of a letter grade or pass/no pass. **PREREQUISITE:** Satisfactory score on the English placement examination.

40275	Lec	HOL5	K Scimeca	3.0	MW	0945- 1105
Lab	HOL5	K Scimeca			F	0910- 1000
Above class meets at the Hollister Briggs site.						
40276	Lec	HOL5	K Scimeca	3.0	MW	0945- 1105
Lab	HOL5	K Scimeca			F	1110- 1200
Above class meets at the Hollister Briggs site.						
40277	Lec	SS111	S Hirasuna	3.0	TR	0945- 1105
Lab	LI171	S Hirasuna			R	1120- 1210
40278	Lec	SS111	S Hirasuna	3.0	TR	0945- 1105
Lab	LI171	S Hirasuna			T	1120- 1210
40279	Lec	HU102	J McMillen	3.0	TR	1120- 1240
Lab	LI171	J McMillen			T	0230- 0320
This class is part of a learning community. If you enroll you must also enroll in ENGL 440 #40288.						
40280	Lec	HU102	J McMillen	3.0	TR	1120- 1240
Lab	LI171	J McMillen			W	1120- 1210
This class is part of a learning community. If you enroll you must also enroll in ENGL 440 #40289.						
40281	Lec	HU102	S Arora	3.0	TR	0600- 0720
Lab	HU102	S Arora			T	0500- 0550
40282	Lec	HU102	S Arora	3.0	TR	0600- 0720
Lab	HU102	S Arora			R	0500- 0550

**1** Your ENGL 250  
**2** class has a theme.  
**3** See list on page 41.

CRN Type Room Instructor Units Days Begin-End

**ENGL 439 Basic Grammar and Reading**

**Transferable:** No

This is a remediation course introducing basic reading and writing strategies, as well as study skills. Group and individual instruction will be used to build vocabulary, increase reading comprehension, develop study skills, and apply basic grammar to writing. Units earned in this course do not count toward the associate degree and/or certain certificate requirements. This is a pass/no pass course. **ADVISORY:** Assessment recommendation.

40283	Lec	SS111	J Hooper	4.0	MW	0945- 1105
Lab	LI171	J Hooper			F	0900- 1205

**ENGL 440 Basic Writing**

**Transferable:** No

This is an intensive study and application of basic grammar, sentence, and essay writing skills within the context of composing short essays. Units earned in this course do not count toward the associate degree and/or certain certificate requirements. **PREREQUISITE:** Satisfactory score on the English placement examination.

40284	Lec	HU103	E Crook	3.0	MW	0945- 1105
Lab	LI120	E Crook			T	1010- 1100
40285	Lec	HU103	E Crook	3.0	MW	0945- 1105
Lab	LI120	E Crook			R	1010- 1100
40286	Lec	HOL5	K Scimeca	3.0	MW	1120- 1240
Lab	HOL5	K Scimeca			F	1010- 1100
Above class meets at the Hollister Briggs site.						
40287	Lec	HOL5	K Scimeca	3.0	MW	1120- 1240
Lab	HOL5	K Scimeca			F	1210- 0100
Above class meets at the Hollister Briggs site.						
40288	Lec	HU102	J McMillen	3.0	TR	1250- 0210
Lab	LI171	J McMillen			R	0230- 0320
This class is part of a learning community. If you enroll you must also enroll in ENGL 420 #40279.						
40289	Lec	HU102	J McMillen	3.0	TR	1250- 0210
Lab	LI171	J McMillen			W	1220- 0110
This class is part of a learning community. If you enroll you must also enroll in ENGL 420 #40280.						
40290	Lec	HU103	E Crook	3.0	TR	1120- 1240
Lab	LI120	E Crook			T	1250- 0140
40291	Lec	HU103	E Crook	3.0	TR	1120- 1240
Lab	LI120	E Crook			R	1250- 0140
40292	Lec	HU102	S Arora	3.0	MW	0630- 0750
Lab	LI120	S Arora			M	0530- 0620
40378	Lec	HU102	S Arora	3.0	MW	0630- 0750
Lab	LI120	S Arora			W	0530- 0620

**ENGLISH AS A SECOND LANGUAGE**

**ESL 510A Basic ESL I**

**Transferable:** No

This is an intensive, integrated-skill course for students with little English. Through listening, speaking, reading and writing activities, students learn to use the structures of English with increasing accuracy, while gaining basic life skills. **ADVISORY:** ESL Assessment Recommendation.

40001	Lec	CE500	R Rodriguez	9.0	MTWRF	1130- 0100
ARR 2HRS						

**ESL 510B Basic ESL II**

**Transferable:** No

This course is a continuation of ESL 510A. This is an intensive, integrated-skill program for students who function in a limited way in English. Through listening, speaking, reading and writing activities, students continue learning to use the structures of English with increasing accuracy, while gaining further basic life skills. **ADVISORY:** ESL 510A or ESL assessment recommendation.

40002	Lec	CE500	K Campbell	9.0	MTWRF	0950- 1120
ARR 2HRS						

CRN	Type	Room	Instructor	Units	Days	Begin-End
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**ESL 521 Beginning ESL Listening / Speaking****Transferable:** No

This course develops basic listening and speaking skills, moving from a functional survival context to academic readiness. Activities are directed at providing practice through listening exercises, role-play, pair work, small and large group discussion, interviews, and oral presentations. ADVISORY: ESL 510B or ESL Assessment Test Recommendation. Recommended concurrent enrollment in ESL 522 and 523.

40003	Lec	HU101	K Baameur	4.0	MWF	1105- 1215
ARR 2HRS						

**ESL 522 Beginning ESL Reading / Vocabulary****Transferable:** No

This course begins the development of reading skills and vocabulary through the application of different reading strategies to a variety of selections on topics of interest to academically-bound students. ADVISORY: ESL 510B or 510C or Assessment recommendation. Recommended concurrent enrollment in ESL 521 and 523.

40004	Lec	HU101	C Hardy	3.0	TR	0940- 1100
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**ESL 523 Beginning ESL Grammar / Writing****Transferable:** No

This is a beginning grammar/writing course for students with very basic grammar. The focus is on basic grammatical structures, punctuation and sentence skills. ADVISORY: ESL 510B or ESL Assessment Test recommendation. Recommended concurrent enrollment in ESL 521 and ESL 522.

40005	Lec	HU104	C Gane	5.0	MTWR	0810- 0915
ARR 1HR						

**ESL 527 Integrated Reading-Writing I****Transferable:** No

This is the first course in a series of integrated skills courses designed to develop the reading, writing and grammar skills of ESL students. This beginning course focuses on vocabulary development, basic reading strategies and comprehension, basic grammar and beginning writing skills (sentence level and basic paragraphs.) The aim of this course is to assist beginning level students in becoming more literate while participating in holistic reading and writing activities based on engaging multicultural topics. PREREQUISITE: ESL 510B or ESL 503, or ESL assessment recommendation.

40020	Lec	HOL6	N Cisneros	6.0	MTRF	0830- 1000
Above class meets at the Hollister Briggs site.						

**ESL 531 Intermediate ESL Listening / Speaking I****Transferable:** No

In this course, listening and speaking skills are developed through extended listening exercises, open-ended dialogues, pair and group discussions, oral interviews, and oral reports. PREREQUISITE: ESL 521 or ESL 528 with a grade of 'C' or better or ESL Assessment Recommendation. Recommended concurrent enrollment in ESL 532 and 533.

40006	Lec	HU104	C Gane	4.0	MWF	0945- 1055
ARR 1HR						

**ESL 532 Intermediate ESL Reading / Vocabulary I****Transferable:** No

This course continues the development of reading skills and vocabulary through the application of different reading strategies to a variety of selections on topics of interest to academically-bound students. PREREQUISITE: ESL 522 with a grade of 'C' or better or ESL assessment recommendation. Recommended concurrent enrollment in ESL 531 and 533.

40007	Lec	HU104	M Bottega	3.0	TR	0940- 1100
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CRN	Type	Room	Instructor	Units	Days	Begin-End
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**ESL 533 Intermediate ESL Grammar / Writing I****Transferable:** No

This course involves the practice and refinement of sentence and paragraph skills, structure and punctuation. Students will learn basic use of the computer as a writing tool. PREREQUISITE: ESL 523 with a grade of C or better or ESL Assessment Test recommendation. ADVISORY: Recommended concurrent enrollment in ESL 531 and ESL 532.

40008	Lec	HU101	K Campbell	5.0	MTWR	1225- 0130
ARR 1HR						

**ESL 541 Intermediate ESL Listening / Speaking II****Transferable:** No

This course expands listening and speaking skills through extended listening exercises, open-ended dialogues, pair and group discussions, oral interviews, and oral reports. Students broaden vocabulary while listening to and speaking in both formal and informal, conversational and academic situations. PREREQUISITE: ESL 531 or ESL 538 with a grade of 'C' or better or ESL assessment recommendation. Recommended concurrent enrollment in ESL 542 and 543.

40009	Lec	HU104	N Cisneros	4.0	MWF	1225- 0135
ARR 1HR						
This service learning course involves community work.						

**ESL 542 Intermediate ESL Reading / Vocabulary II****Transferable:** No

This course begins the expansion of reading skills and vocabulary development through the application of different reading strategies to a variety of selections on topics of interest to academically-bound students including selections from literature. PREREQUISITE: ESL 532 with a grade of 'C' or better or ESL Assessment Recommendation. Recommended concurrent enrollment in ESL 541 and 543.

40010	Lec	HU101	L Carrillo	3.0	TR	0810- 0930
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**ESL 543 Intermediate ESL Grammar / Writing II****Transferable:** No

This course involves the expansion of sentence and paragraph skills, structure, and punctuation. Students will learn basic use of the computer as a writing tool. PREREQUISITE: ESL 533 with a grade of C or better or ESL assessment recommendation. ADVISORY: Recommended concurrent enrollment in ESL 541 and ESL 542.

40011	Lec	LI100	B Lawn	5.0	TWRF	0945- 1050
ARR 1HR						

**ESL 546 Introduction to Computers for ESL Students****Transferable:** No

Introduction to basic computer hardware functions and terminology; overview of Windows operating environment and word processing for ESL students. ADVISORY: CSIS 122. Eligible for Gavilan College ESL Program Intermediate.

40012	Lec	BU119	N Cisneros	1.0	W	1115- 1205
40021	Lec	BU119	S STAFF	1.0	W	0700- 0800

**ESL 548 Integrated Listening / Speaking III****Transferable:** No

This is the third in a series of integrated skills courses designed to develop listening, speaking and pronunciation skills of high intermediate ESL students. Activities, which include listening exercises, role-play, pair work, small and large group discussions, interviews, oral presentations, and pronunciation drills (focusing on English sounds, rhythm and intonation), are presented in the context of relevant, contemporary, and intellectually challenging themes. This course is designed especially for students with academic objectives but is highly appropriate for students with personal language goals, as well. PREREQUISITE: ESL 538 or ESL 531 or ESL assessment recommendation.

40013	Lec	HU101	K Nguyen-Jardi	6.0	TR	0630- 0935
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CRN Type Room Instructor Units Days Begin-End

**ESL 552 Advanced ESL Reading / Vocabulary I****Transferable:** No

This course focuses on academic and critical thinking skills needed to increase reading comprehension and efficiency. Emphasis is on analyzing, making inferences, taking notes, supporting opinions, summarizing and expanding vocabulary. Readings are from academic texts and literature. **PREREQUISITE:** ESL 542 with a grade of 'C' or better or ESL assessment recommendation. Recommended concurrent enrollment in ESL 553 and 554.

40014 Lec HU101 K Baameur 4.0 MWF 0945- 1055

**ESL 553 Advanced ESL Composition I****Transferable:** No

This course is a composition course for ESL students that develops college composition skills through a review of the parts and elements of the English paragraph and an introduction to the essay form. The course focuses on the development of a paragraph and expands to the writing of multiple paragraphs in an essay. Basic rhetorical patterns and methods of organization are covered using the multiple-draft approach to writing. **PREREQUISITE:** ESL 543 with a grade of C or better or ESL Assessment Test recommendation. **ADVISORY:** Recommended concurrent enrollment in ESL 552 and ESL 554.

40015 Lec LI100 B Lawn 5.0 MTWR 1225- 0130  
ARR 1HR**ESL 554 Advanced ESL Grammar I****Transferable:** No

This course is designed to help students improve their grammar usage so that they will be able to expand their use of grammar structures in oral and written communication. Students begin the study of more sophisticated grammar structures such as past and future perfect, passive voice, and modal auxiliaries for past time, and they review perfect and modals for present and future time. Students will enhance their understanding of grammar by comparing and contrasting new and previously encountered structures and better appreciate the subtleties of English grammar. **PREREQUISITE:** ESL 543 with a grade of 'C' or better or ESL Assessment Test Recommendation. **ADVISORY:** Recommended concurrent enrollment in ESL 552 and ESL 553.

40016 Lec HU104 M Bottega 5.0 MTRF 1110- 1215  
ARR 1HR**ESL 557 Vocational English as a Second Language I****Transferable:** No

This is an integrated skills course for ESL students who wish to expand their job-related communication skills. Students expand their language skills within the realm of the work world while also developing the soft skills needed in the workplace. **ADVISORY:** ESL 541, 542 and 543 OR ESL 547 and ESL 548 OR ESL Assessment Test recommendation.

40073 Lec HU104 A Shelley 5.0 TR 0630- 0935

**ESL 562 Advanced ESL Reading/Vocabulary II****Transferable:** No

This course prepares ESL students for mainstream college classes by reviewing a variety of reading skills, strategies, and topics from different academic disciplines. Students expand their academic vocabulary and read short stories or a novel for literary appreciation. **PREREQUISITE:** ESL 552 with a grade of 'C' or better or ESL assessment recommendation. Recommended concurrent enrollment in ESL 561 and/or ESL 564 and ESL 563.

40017 Lec LI100 B Lawn 4.0 MWF 1105- 1215



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

**ESL 563 Advanced ESL Composition II****Transferable:** No

This course is a composition course for ESL students that refines and further expands college composition skills through the writing of essays. The course focuses on the structuring and development of an essay with the use of personal examples. Students write in response to a variety of prompts using different rhetorical patterns such as classification, narration, argumentation, and cause/effect. **PREREQUISITE:** ESL 552, 553, and 554 with a grade of 'C' or better or ESL assessment recommendation.

40018 Lec SS203 K Diehl 5.0 TWRF 0945- 1050  
ARR 1HR**ESL 564 Advanced ESL Grammar II****Transferable:** No

This course is designed to expand grammar usage to include adjective, noun, and adverb clauses in oral and written communication. Students learn the meaning and use of clause connectors and are introduced to conditionals, both real and unreal. These grammar structures constitute some of the most complex structures in English and expose students to a rich variety of structures that can effectively enhance their oral and written expression. **PREREQUISITE:** ESL 554 with a grade of 'C' or better or ESL Assessment Recommendation. **ADVISORY:** Recommended concurrent enrollment in ESL 562 and ESL 563.

40019 Lec LI100 C Hardy 5.0 MTWR 0810- 0915  
ARR 1HR**FRENCH****FRNH 1B Elementary French****Transferable:** CSU, UC; CSU-GE:C2, IGETC:6A; GAV-GE:C2, F

Continuation of French 1A with further development of the four skills of understanding, speaking, reading, and writing. Continued emphasis on culture. **PREREQUISITE:** French 1A, or equivalent.

40154 Lec SS111 L Quijano 5.0 MTWR 0820- 0925  
ARR 2.8HRS**FRNH 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.

40155 Ind SS104 L Quijano 1.0

**GEOGRAPHY****GEOG 1 Physical Geography****Transferable:** CSU, UC; CSU-GE:B1, B3, IGETC:5A; GAV-GE:B1, B3; CAN:GEOG6

An introductory study of the basic physical elements of geography including climate, land forms, soils, water, and natural vegetation. The laboratory will include the tools and methods of geographers. **ADVISORY:** Eligible for English 250 and English 260.

40029 Lec HOL1 D Willahan 3.0 MW 0945- 1210  
Above class meets at the Hollister Briggs 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](mailto:disted@gavilan.edu).

CRN Type Room Instructor Units Days Begin-End

**GEOLOGY****GEOLOGY****GEOLOGY****Transferable:** CSU, UC; CSU-GE:B1, B3, IGETC:5A; GAV-GE:B1, B3; CAN:GEOL2A study of the earth and the physical properties which modify the earth; minerals, rocks, geologic structures and processes. **ADVISORY:** Eligible for English 250 and English 260.

40440 L/L	SS206	D Willahan	4.0	MW	1250- 0355
40520 L/L	SS206	S STAFF	4.0	TR	0230- 0535

**GEOLOGY****GEOLOGY****Transferable:** CSUDesigned 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.

40438 Ind	SS206	D Willahan	1.0		
40439 Ind	SS206	D Willahan	2.0		

**GUIDANCE****GUIDANCE****GUIDANCE****Transferable:** CSU; CSU-GE:E2; GAV-GE:E2This course is designed to assist the student in learning more about personal values, personality, interests, exploration of career choice, and occupational opportunities through the use of various personal assessment instruments. The delivery options for this course also include online and self-paced formats. This course is also listed as PSYC 5. **ADVISORY:** Eligible for English 250 and English 260. \$12 fee will be charged for career assessment materials.

40373 Lec	HU103	J Godley	3.0	TR	1250- 0210
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40376 Online	☐	L Tenney	3.0		
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40377 Lec	PS105	C Marquez	3.0	MW	1120- 1240
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Students enrolled in this class will participate in the PUENTE Program and will need to complete 10 hours of mentoring. **Required:** Complete an application with the PUENTE counselor prior to registration. This class is part of a learning community. Students must also enroll in ENGL 1A, CRN 40189.

40379 Lec	SBHS275	J Caffiero	3.0	TR	0400- 0520
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Above class meets off-campus: This class is part of the High Step Program. It will be offered at San Benito High School. This class is open to all students.

**GUIDANCE****GUIDANCE****Transferable:** CSUSupervised 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.

40686 Fld Ex	LI117	J Maringer-Cantu	1.0		
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Contact the Disability Resource Center office (LI 117). Open Entry/Open Exit

**GUIDANCE****GUIDANCE****Transferable:** No

This course is designed to provide a comprehensive, well-organized approach to assist individuals with the identification of occupational choices and the development of job readiness skills necessary to obtain and maintain employment in a competitive or supported work setting. May be repeated twice for credit. This course has the option of a letter grade or pass/no pass.

40687 Lec	BU103	L Franklin	3.0	MW	0945- 1105
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This Service Learning section involves community work.

CRN Type Room Instructor Units Days Begin-End

**GUID 557 Learning Skills Evaluation****Transferable:** No

This course provides an evaluation of the student's cognitive/perceptual abilities and basic skills academic achievement. The evaluation results are used to determine the student's eligibility for Learning Disabilities Services, to develop individual educational plans, and to improve the student's understanding of their own learning strengths and weaknesses. The evaluation is conducted on a one-to-one basis by appointment. Students receive skills training to assist them with their learning difficulties. Units earned in this course do not count toward the associate degree and/or certificate requirements. This is a pass/no pass course.

40689 Lab	LI117	L Burgman	.5		
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R Overson

Make an appointment with the Disability Resource Center (LI 117). Open Entry/Open Exit

**GUID 558 Learning Skills Laboratory****Transferable:** NoThe Learning Skills Laboratory is designed to assist students who are eligible to receive Learning Disabilities Services and/or have demonstrated academic deficits. The course content is individualized and based on Student Educational Contracts which are developed for each student. Students receive supplemental instruction, academic support, and learning strategy suggestions appropriate for their individual cognitive, perceptual, and academic strengths and weaknesses. Units earned do not count towards the associate degree and/or certificate requirements. This is a pass/no pass course. **ADVISORY:** Completion of Guidance 557 or demonstrated academic deficit. Open Entry/Open Exit.

40690 Lab	LI116	R Overson	.5		
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L Burgman

40691 Online	☐	R Overson	.5		
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40692 Lab	LI116	R Overson	1.0		
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L Burgman

40693 Lab	LI116	R Overson	2.0		
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L Burgman

**GUID 560 Individualized Learning Skills Development****Transferable:** NoThis class is designed to teach individual learning skills development to students who are eligible to receive learning disability services. The course content includes organizational skills, fundamental critical thinking and basic college survival skills. **ADVISORY:** Completion of GUID 557 or demonstrated academic deficit.

40694 Lab	BU103	R Overson	1.0	TR	0945- 1105
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**GUID 562 Directed Study Lab in Pre-Algebra****Transferable:** NoThis course is designed for students who have demonstrated difficulty in mastering basic mathematics or pre-algebra and who are eligible to receive Learning Disability Services. Course content parallels Mathematics 400 and Mathematics 402. Material is presented in a concrete, multi-sensory manner, and the lab environment allows opportunity for immediate practice, questions, repetition, and review. This is a pass/no pass course. **COREQUISITE:** Concurrent enrollment in MATH 400 or MATH 402 is required. **ADVISORY:** Completion of GUID 557 and/or a demonstrated deficit in arithmetic. Recommended for students with verified learning disability.

40695 Lab	APE120	L Burgman	1.0	MW	1120- 1240
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**GUID 563 Directed Study Lab in Algebra****Transferable:** No

This course is designed for students who have demonstrated difficulty mastering elementary algebra and who are eligible to receive Learning Disability Services. Course content parallels Mathematics 205A and 205B. Material is presented in a concrete, multi-sensory manner, and the lab allows opportunity for immediate practice, questions, repetition, and review. This is a pass/no pass course. Concurrent enrollment in Math 205A, Math 205B or Math 205 is required.

40696 Lab	APE120	L Burgman	1.0	TR	0945- 1105
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CRN Type Room Instructor Units Days Begin-End

**GUID 565 Directed Study Lab in Intermediate Algebra**

**Transferable:** No

This course is designed for students who have demonstrated difficulty mastering intermediate algebra and who are eligible to receive Learning Disability Services. Course content parallels Mathematics 233A and 233B. Material is presented in a concrete, multi-sensory manner, and the lab allows opportunity for immediate practice, questions, repetition and review. This is a pass/no pass course. Concurrent enrollment in Math 233A, Math 233B or Math 233 is required.

40697 Lab BU103 R Overson 1.0 TR 1120- 1240

**HEALTH EDUCATION**

**HE 1 Health Education**

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

This course focuses on attaining individual awareness, critical-thinking skills and self-responsibility relating to personal health. The interaction of individual physical, psychological, social, emotional, spiritual and environmental factors in determining health status is developed through integration of major concepts. This course has the option of a letter grade or pass/no pass. ADVISORY: Eligible for English 250 and English 260.

40121 Lec LS106 S Dodd 3.0 TR 0945- 1105

**HE 2 Human Sexuality**

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

Assists students in gaining increased knowledge, appreciation, and respect for their own sexuality, as well as others. Approved by the Board of Registered Nursing for 54 hours of continuing education credit (Provider #00892). ADVISORY: Eligible for English 250 and English 260

40123 Lec LS106 R Monaco 3.0 R 0600- 0905

40857 Lec HOL1 R Monaco 3.0 TR 0800- 0920

Above class meets at the Hollister Briggs site.

**HISTORY**

**HIST 1 United States History through Reconstruction**

**Transferable:** CSU, UC; CSU-GE:C2, D6, IGETC:3B, 4F, 7B; GAV-GE:C2, D2; CAN:HIST8, HIST SEQ B

History of the United States from the time before European contact with the Americas through Reconstruction. Emphasis will be placed on distinctive patterns of political, economic, social, intellectual, and geographic developments within their global context. At the conclusion of the course, the student should understand major themes in the history of the United States, and be able to explain various ways in which ideas about federal vs. state power, ethnicity, class, and gender divisions have influenced the nation's development. This course has the option of a letter grade or pass/no pass. ADVISORY: Eligible for English 250 and English 260.

40030 Lec MHG12 C Mosher 3.0 MW 0945- 1105

Above class meets at Morgan Hill Community site.

40031 Lec SS210 E Luna 3.0 MW 0945- 1105

40032 Lec SS205 C Mosher 3.0 M 0600- 0905

40033 Lec HOL5 E Luna 3.0 T 0600- 0905

Above class meets at the Hollister Briggs site.

40034 Lec HOL2 E Luna 3.0 TR 1120- 1240

Above class meets at the Hollister Briggs 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](mailto:disted@gavilan.edu).

CRN Type Room Instructor Units Days Begin-End

**HIST 2 United States History Reconstruction to the Present**

**Transferable:** CSU, UC; CSU-GE:C2, D6, IGETC:3B, 4F, 7B; GAV-GE:C2, D2; CAN:HIST10, HIST SEQ B

History of the United States from Reconstruction to the present. Emphasis will be placed on distinctive patterns of political, economic, social, intellectual, and geographic developments within their global context. At the conclusion of the course, the student should understand major themes in the history of the United States, and be able to explain various ways in which ideas about federal vs. state power, ethnicity, class, and gender divisions have influenced the nation's development. This course has the option of a letter grade or pass/no pass. ADVISORY: Eligible for English 1A.

40036 Lec MHG12 C Mosher 3.0 MW 1120- 1240

Above class meets at Morgan Hill Community site.

40037 Lec SS210 L Halper 3.0 MW 0230- 0350

40038 Lec SS214 L Halper 3.0 TR 0945- 1105

40039 Lec HOL2 E Luna 3.0 TR 0945- 1105

Above class meets at the Hollister Briggs site.

40040 Online L Guardino 3.0

**HIST 4A Global History Before 1500**

**Transferable:** CSU, UC; CSU-GE:C2, D6, IGETC:3B, 4F; GAV-GE:C2, D2

Beginning with the agricultural revolution, this course examines the development of global society before 1500. With attention to the interactions between humans and environment, developing states, cultures, economies, and social structures are examined in global context. The course emphasizes historical, analytical, and research skills. It asks students to analyze the evolution of global values, beliefs, and practices, as well as the conditions and results of social change. This course has the option of a letter grade or pass/no pass. ADVISORY: English 250 and English 260.

40041 Lec SS205 L Halper 3.0 TR 1250- 0210

**HIST 6 Women's Lives in Recent United States History**

**Transferable:** CSU, UC; CSU-GE:C2, D4, D6, IGETC:3B, 4F; GAV-GE:C2, D2, F

The class examines the construction of womanhood in the US during the twentieth century. The class explores the effects of gender, ethnicity, class, and sexual orientation upon women's experiences. Students will study the contributions of various individual women and groups of women in creating the modern United States, and will analyze social, political, economic, and cultural forces affecting women to both join and resist movements for social change. Students will also learn to apply contemporary feminist theory to traditional historical approaches. ADVISORY: English 250

40043 Lec SS205 L Guardino 3.0 T 0600- 0905

**HIST 7B History of Western Civilization**

**Transferable:** CSU, UC; CSU-GE:C2, IGETC:3B; GAV-GE:C2; CAN:HIST4, HIST SEQ A

A study of major elements in western heritage from Renaissance Europe to the present. Emphasis is on ideas, attitudes and institutions basic to western civilization of enduring interest. ADVISORY: Eligible for English 250 and English 260.

40042 Lec SS205 D Kier 3.0 TR 0810- 0930

**HIST 12 Mexican American Cultural History**

**Transferable:** CSU, UC; CSU-GE:C2, D3, D6, IGETC:3B, 4F; GAV-GE:D2, F

The Mexican American experience as influenced by society in the United States. Emphasis will be on the historical and contemporary contributions made by the Indian, Spanish, Mexican, and Mexican American. Emphasis will also be on the social, economic, and political milieu of the Mexican American within the context of the American society. This course has the option of a letter grade or pass/no pass. This course is also listed as HUM 12. ADVISORY: Eligible for English 1A.

40035 Lec SS210 E Luna 3.0 MW 1250- 0210

CRN Type Room Instructor Units Days Begin-End

**HUMANITIES****HUM 4 Introduction to American Cinema****Transferable:** CSU, UC; CSU-GE:C2, IGETC:3B; GAV-GE:C2

This introductory course in film studies is a survey of the American film industry as an art form, as an industry, and as a system of representation and communication. The course explores how Hollywood films work technically, aesthetically, and culturally to reinforce and challenge America's national self-image. **ADVISORY:** English 440

40301 Online G Richards 3.0

**HUM 10 Approaches to Contemporary Film****Transferable:** CSU, UC; CSU-GE:C1, C2, IGETC:3B; GAV-GE:C1, C2

Approaches to Contemporary Film examines theories of film criticism as they apply to films from 1960 to the present. Students learn technical, visual, classical, historical, cultural, ideological, and aesthetic approaches to film and sample from a representative list of foreign and domestic movies. Special emphasis is given to new voices from non-American sources and to emerging voices in American cinema. **ADVISORY:** Eligibility for English 250 and 260.

40297 Lec SS214 G Richards 3.0 MW 1120-1240  
40298 Lec SS214 G Richards 3.0 TR 1250-0210**HUM 12 Mexican American Cultural History****Transferable:** CSU, UC; CSU-GE:C2, D3, D6, IGETC:3B, 4F; GAV-GE:D2, F

The Mexican American experience as influenced by society in the United States. Emphasis will be on the historical and contemporary contributions made by the Indian, Spanish, Mexican and Mexican American. Emphasis will also be on the social, economic, and political milieu of the Mexican American within the context of the American society. This course has the option of a letter grade or pass/no pass. Also listed as HIST 12. **ADVISORY:** Eligible for English 1A.

40299 Lec SS210 E Luna 3.0 MW 1250-0210

**HUM 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.

40300 Ind HU111 G Richards 1.0

**JAPANESE****JPN 1A Elementary Japanese****Transferable:** CSU, UC; CSU-GE:C2; GAV-GE:C2, F

Beginning course with emphasis on understanding and speaking Japanese; introduction to reading and writing Japanese. This course will also introduce students to Japanese culture and institutions. This course has the option of a letter grade or pass/no pass.

40539 Lec SS111 T Sakai 5.0 MW 0230-0455  
ARR 2.5HRS**JPN 1B Elementary Japanese****Transferable:** CSU, UC; CSU-GE:C2, IGETC:6A; GAV-GE:C2, F

Continue Japanese 1A with an emphasis on understanding, speaking, reading, and writing Japanese. This course will continue to introduce students to Japanese culture and institutions. This course has the option of a letter grade or pass/no pass. **PREREQUISITE:** Japanese 1A or equivalent.

40567 Lec SS205 T Sakai 5.0 TR 0230-0455  
ARR 2.5HRS

CRN Type Room Instructor Units Days Begin-End

**JPN 23 Independent Study****Transferable:** CSU

Designed to afford selected students specialized opportunities for exploring areas at the independent study level. The course 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.

40568 Ind SS106 T Sakai 2.0

**JOURNALISM****JOUR 10 Mass Media and Society****Transferable:** CSU, UC; CSU-GE:C2, D0, IGETC:4J; GAV-GE:C2, D2; CAN:JOUR4

This course helps students understand the 20th century revolution in mass media by focusing on the history, economics and social impact of the newspaper, book publishing, magazine, film, television, public relations, advertising and music industries. Students will study audience, propaganda and mass communication theory; and discuss new technology, ethnic media in the United States, ethical issues and attempts to regulate or control the media. Honors students will complete more in-depth analysis of media issues and will finish a media-related research project. This course is also listed as SOC 10. This course has the option of a letter grade or pass/no pass. **ADVISORY:** English 250, English 260.

40521 Lec AR103 J.Janes 3.0 MW 0810-0930

**JOUR 18A Working on the Newspaper****Transferable:** CSU; GAV-GE:C1

Students interview, write, photograph and do computer assisted design and graphics for the college newspaper, The Gavilan Press. In doing this, they provide the community with an important first amendment forum, learn and educate about the first amendment rights and responsibilities, and acquire journalistic skills, ethics, and habits. **ADVISORY:** Eligible for English 1A. Typing ability.

40522 Lab HU106 J.Janes 2.0 MW 0230-0335  
40523 Lab HU106 J.Janes 3.0 MW 0230-0455  
40524 Lab HU106 J.Janes 4.0 MW 0230-0455  
ARR 3.3HRS J.Janes  
40525 Lab HU106 J.Janes 5.0 MW 0230-0455  
ARR 6.6HRS J.Janes**JOUR 18B Working on the Newspaper****Transferable:** CSU; GAV-GE:C1

Students interview, write, photograph and do computer assisted design and graphics for the college newspaper, The Gavilan Press. In doing this, they provide the community with an important first amendment forum, learn and educate about the first amendment rights and responsibilities and acquire journalistic skills, ethics and habits. **ADVISORY:** Journalism 18A.

40526 Lab HU106 J.Janes 2.0 MW 0230-0335  
40527 Lab HU106 J.Janes 3.0 MW 0230-0455  
40528 Lab HU106 J.Janes 4.0 MW 0230-0455  
ARR 3.3HRS J.Janes  
40529 Lab HU106 J.Janes 5.0 MW 0230-0455  
ARR 6.6HRS J.Janes

**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](mailto:disted@gavilan.edu).

CRN	Type	Room	Instructor	Units	Days	Begin-End
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**JOUR 18C Working on the Newspaper****Transferable:** CSU; GAV-GE:C1

Students interview, write, photograph and do computer assisted design and graphics for the college newspaper, The Gavilan Press. In doing this, they provide the community with an important first amendment forum, learn and educate about the first amendment rights and responsibilities and acquire journalistic skills, ethics and habits. **ADVISORY:** Journalism 18B.

40530	Lab	HU106	J Janes	2.0	MW	0230- 0335
40531	Lab	HU106	J Janes	3.0	MW	0230- 0455
40532	Lab	HU106	J Janes	4.0	MW	0230- 0455
	ARR	3.3HRS	J Janes			
40533	Lab	HU106	J Janes	5.0	MW	0230- 0455
	ARR	6.6HRS	J Janes			

**JOUR 18D Working on the Newspaper****Transferable:** CSU; GAV-GE:C1

Students interview, write, photograph and do computer assisted design and graphics for the college newspaper, The Gavilan Press. In doing this, they provide the community with an important first amendment forum, learn and educate about the first amendment rights and responsibilities and acquire journalistic skills, ethics and habits. **ADVISORY:** Journalism 18C.

40534	Lab	HU106	J Janes	2.0	MW	0230- 0335
40535	Lab	HU106	J Janes	3.0	MW	0230- 0455
40536	Lab	HU106	J Janes	4.0	MW	0230- 0455
	ARR	3.3HRS	J Janes			
40537	Lab	HU106	J Janes	5.0	MW	0230- 0455
	ARR	6.6HRS	J Janes			

**JOUR 23 Independent Study****Transferable:** CSU; GAV-GE:C1

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.

40538	Ind	HU106	J Janes	2.0		
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**JOUR 190 Occupational Work Experience / Journalism****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.

40844	Wrk Ex	LI101A	S Sweeney	1.0		
40845	Wrk Ex	LI101A	S Sweeney	2.0		
40846	Wrk Ex	LI101A	S Sweeney	3.0		
40847	Wrk Ex	LI101A	S Sweeney	4.0		

**KINESIOLOGY - ACADEMIC****KIN 2 Introduction to Kinesiology****Transferable:** CSU, UC

This course is designed to examine the field of Kinesiology from a historical and contemporary viewpoint. The broad spectrum of Kinesiology as a discipline will be discussed. Goals and objectives of Kinesiology as well as other career options will be introduced. This course has the option of a letter grade or pass/no pass. Previously listed as PE 2. **ADVISORY:** Eligible for English 250 and English 260.

40091	Online	■	J Lango	3.0		
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CRN	Type	Room	Instructor	Units	Days	Begin-End
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**KIN 3A Athletic Training Field Experience****Transferable:** CSU

This course is designed to provide the prospective athletic trainer, physical therapist, or physical educator with practical experience. This course will apply the concepts and terminology learned in KIN 3, Introduction to Athletic Training. May be repeated three times for credit. This course has the option of a letter grade or pass/no pass. Previously listed as PE 3A. **ADVISORY:** KIN 3 Introduction to Athletic Training.

40418	Lab	GYATHTRNG	H Beymer	2.0		
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**KIN 8 Psychology of Coaching****Transferable:** CSU

A course designed to provide the student with some of the theoretical and practical knowledge necessary for applying psychological techniques within sport situations and to better understand the relevance of mental factors necessary to maximize athletic performance. Special emphasis will be given to coaching and managing youth sports teams. This class has the option of a letter grade or pass/no pass. Previously listed as PE 8.

40420	Lec	APE120	K Kramer	3.0	MW	0945- 1105
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**KIN 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.

40455	Lab	GYGYM	J Johnson	2.0	TR	0100- 0400
						03/26/12 - 05/25/12

**KIN 9B Fundamentals of Soccer****Transferable:** CSU, UC; CSU-GE:E1; GAV-GE:E1

This course offers review and advanced instruction in the theory, 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.

40456	Lab	GYGYM	J Johnson	2.0	TR	0100- 0400
						03/26/12 - 05/25/12

**KIN 13A Fundamentals of Volleyball****Transferable:** CSU, UC; CSU-GE:E1; GAV-GE:E1

This course offers basic instruction in the theory, strategies, and techniques of volleyball for the purpose of preparing the student in the fundamental aspects of playing and coaching the game. May be repeated once for credit. This course has the option of a letter grade or pass/no pass. Previously listed as PE 13A.

40088	L/L	GYGYM	K Kramer	2.0	MW	1250- 0235
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**KIN 13B Fundamentals of Volleyball****Transferable:** CSU, UC; CSU-GE:E1; GAV-GE:E1

This course offers review and advanced instruction in the theory, strategies, and techniques of volleyball for the purpose of preparing the student in all aspects of playing and coaching the game. May be repeated once for credit. This course has the option of a letter grade or pass/no pass. Previously listed as PE 13B. **ADVISORY:** PE 13A or KIN 13A.

40089	L/L	GYGYM	K Kramer	2.0	MW	1250- 0235
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**KIN 15 Sports and Society****Transferable:** CSU

This course examines the role of sports in society. It will look at how sports influences and shapes the world by investigating the historical, social, economic and political impact of sports on society.

40424	Lec	APE120	S Gifford	3.0	M	0600- 0905
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CRN Type Room Instructor Units Days Begin-End

**KINESIOLOGY - ACTIVITIES****KIN 16 Swimming****Transferable:** CSU, UC; CSU-GE:E1; GAV-GE:E1

Coeducational activity designed for all skill levels. The course teaches the techniques of a variety of strokes and includes conditioning activities. Instruction is tailored to meet individual and group needs. May be repeated three times for credit. This course has the option of a letter grade or pass/no pass. Previously listed as PE 16.

40090 Lab GYPOOL S Dodd 1.0 MW 1250-0210

**KIN 19 Badminton****Transferable:** CSU, UC; CSU-GE:E1; GAV-GE:E1

Coeducational activity designed for beginning and intermediate badminton students. Includes rules, fundamentals, and strategies of the game. May be repeated three times for credit. This course has the option of a letter grade or pass/no pass. Previously listed as PE 19.

40451 Lab GYGYM K Kramer 1.0 TR 1120-1240

**KIN 20 Bowling****Transferable:** CSU, UC; CSU-GE:E1; GAV-GE:E1

Coeducational activity designed for beginning and intermediate bowlers; fundamentals and techniques of bowling. Scoring, bowling etiquette, terminology and team bowling are included. May be repeated three times for credit. This course has the option of a letter grade or pass/no pass. Previously listed as PE 20.

40092 Lab GIBOWL J Lango 1.0 TR 0810-0930  
Above class meets off-campus: Class meets at Gilroy Bowl, 7554 Monterey Street, Gilroy, CA. A facility use fee of \$1.50 per session is required.

**KIN 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. Previously listed as PE 22.

40355 Fld Ex GY116 S Dodd 1.0  
Hours by Arrangement. Interested students must meet with Dept. Chair Susan Dodd to determine student suitability/eligibility for this class.  
40356 Fld Ex GY116 S Dodd .5  
Hours by Arrangement. Interested students must meet with Dept. Chair Susan Dodd to determine student suitability/eligibility for this class.

**KIN 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. Previously listed as PE 23. **REQUIRED:** The study outline prepared by the student and the instructor must be filed with the department and the dean.

40357 Ind GY116 S Dodd 2.0  
This course is designed for Kinesiology majors who have completed their course work and would like to do a semester-long written project.



**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](mailto:disted@gavilan.edu).

CRN Type Room Instructor Units Days Begin-End

**KIN 24 Individualized Weight Training****Transferable:** CSU, UC; CSU-GE:E1; GAV-GE:E1

An open laboratory for those who desire an individualized strength program using exercise machines and free weights. May be repeated three times for credit. This course has the option of a letter grade or pass/no pass. Previously listed as PE 24.

40406 Lab GYFITCNR S Dodd 1.0  
Students should check in during the first week of the semester at the Gym in the Fitness Center during lab hours (MWF: 7 am-2:00 pm, TuTh: 8 am-2 pm, M-Th: 4:30-6:30 pm).  
40409 Lab GYFITCNR S Dodd .5  
Students should check in during the first week of the semester at the Gym in the Fitness Center during lab hours (MWF: 7 am-2:00 pm, TuTh: 8 am-2 pm, M-Th: 4:30-6:30 pm).

**KIN 25 Soccer****Transferable:** CSU, UC; CSU-GE:E1; GAV-GE:E1

Coeducational activity designed for all skill levels. Fundamentals, strategy and rules of the game are included. May be repeated three times for credit. This course has the option of a letter grade or pass/no pass. Previously listed as PE 25.

40411 Lab GYGYM N Andrade 1.0 MW 0810-0930

**KIN 27 Basketball****Transferable:** CSU, UC; CSU-GE:E1; GAV-GE:E1

Coeducational activity designed for all skill levels. Fundamentals, strategy and rules of the game are included. May be repeated three times for credit. This course has the option of a letter grade or pass/no pass. Previously listed as PE 27.

40412 Lab GYGYM T Addison .5 TR 0230-0430  
03/26/12 - 05/25/12

**KIN 37 Softball****Transferable:** CSU, UC; CSU-GE:E1; GAV-GE:E1

Coeducational activity designed for all skill levels. Rules, fundamentals, and strategy and game play will be included. May be repeated three times for credit. This course has the option of a letter grade or pass/no pass. Previously listed as PE 37.

40413 Lab GYGYM N Dequin 1.0 MTWRF 1000-0130  
01/02/12 - 01/27/12

**KIN 44 Aerobics****Transferable:** CSU, UC; CSU-GE:E1; GAV-GE:E1

A program of aerobic fitness. Includes various forms of exercise to improve health, heart, and body composition. May be repeated three times for credit. This course has the option of a letter grade or pass/no pass. Previously listed as PE 44.

40452 Lab GYGYM N Dequin 1.0 MW 1120-1240

**KIN 46 Agility and Strength Development****Transferable:** CSU, UC; CSU-GE:E1; GAV-GE:E1

An activity class designed to improve and increase agility and strength development through various exercise and exercise programs. May be repeated three times for credit. This course has the option of a letter grade or pass/no pass. Previously listed as PE 46.

40414 Lab GYGYM S Gilford 1.0 MTWR 0400-0500  
40417 Lab GYGYM S Gilford .5 MTWR 0400-0500  
03/26/12 - 05/25/12

**KIN 61 Swim for Fitness****Transferable:** CSU, UC; CSU-GE:E1; GAV-GE:E1

Designed to develop endurance and swimming skills in order to maintain good cardiovascular/physical fitness. Intermediate swimming ability recommended. May be repeated three times for credit. This course has the option of a letter grade or pass/no pass. Previously listed as PE 61.

40422 Lab GYPOOL S Dodd .5 TR 0515-0635  
03/26/12 - 05/25/12

CRN Type Room Instructor Units Days Begin-End

**KIN 62 Yoga**

**Transferable:** CSU, UC; CSU-GE:E1; GAV-GE:E1  
Coeducational activity designed for beginning and intermediate yoga students. A program designed to improve flexibility and reduce stress by learning a series of poses and focusing on proper breathing techniques. May be repeated three times for credit. This course has the option of a letter grade or pass/no pass. Previously listed as PE 62.

40071 Lab	MHG10	M Watson	1.0	MW	0500-0620
Above class meets at Morgan Hill Community site.					
40435 Lab	APE101	E Falvey	1.0	MW	1250-0210

**KIN 64 Individualized Cardiovascular Fitness**

**Transferable:** CSU, UC; CSU-GE:E1; GAV-GE:E1  
A fitness program which develops cardiovascular endurance through and individualized open lab format. May be repeated three times for credit. This course has the option of a letter grade or pass/no pass. Previously listed as PE 64.

40427 Lab	GYFITCNR	S Dodd	1.0		
Students should check in during the first week of the semester at the Gym in the Fitness Center during lab hours (MWF: 7 am-2:00 pm, TuTh: 8 am-2 pm, M-Th: 4:30-6:30 pm).					
40428 Lab	GYFITCNR	S Dodd	.5		
Students should check in during the first week of the semester at the Gym in the Fitness Center during lab hours (MWF: 7 am-2:00 pm, TuTh: 8 am-2 pm, M-Th: 4:30-6:30 pm).					

**KIN 65 Baseball**

**Transferable:** CSU, UC; CSU-GE:E1; GAV-GE:E1  
This course is designed for students of all skill levels who desire to learn the fundamentals, mechanics, strategy and rules of the game of baseball. May be repeated three times for credit. This course has the option of a letter grade or pass/no pass. Previously listed as PE 65.

40429 Lab	GYGYM	N Andrade	1.0	MTWRF	0100-0430
01/02/12 - 01/27/12					

**KIN 70 Pilates**

**Transferable:** CSU, UC; CSU-GE:E1; GAV-GE:E1  
This class utilizes the Pilates exercise system focused on improving flexibility and strength for the total body through a series of controlled movements. May be repeated three times for credit. This course has the option of a letter grade or pass/no pass. Previously listed as PE 70.

40426 Lab	PORTHL	D Muscari	1.0	TR	0500-0620
Above class meets off-campus: Class location: Portuguese Hall, 695 Seventh Street, Hollister, CA.					
40430 Lab	APE101	D Muscari	1.0	TR	1250-0210

**KIN 71 Self-Defense for Women**

**Transferable:** CSU, UC; CSU-GE:E1; GAV-GE:E1  
Instruction in techniques of self-defense which will help students avoid and respond to dangerous situations. Emphasis will be placed on how women can defend themselves when under attack. This course has the option of a letter grade or pass/no pass. May be repeated three times for credit. Previously listed as PE 71.

40431 Lab	GYGYM	I Ploke	1.0	TR	1250-0210
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**KIN 73 Fitness Through Dance**

**Transferable:** CSU, UC; CSU-GE:E1; GAV-GE:E1  
Conditioning the body through the use of various dances and/or dance steps. This course is designed to strengthen and tone the body, assist in weight loss, and increase endurance. May be repeated three times for credit. This course has the option of a letter grade or pass/no pass. Previously listed as PE 73.

40434 Lab	APE101	E Falvey	1.0	TR	1120-1240
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**GRADUATION INFORMATION**



**Call 408-848-4737 for details about the graduation process.**

The deadline for filling out a petition for graduation for fall is Thursday, April 19, 2012.

**Admissions & Records**

CRN Type Room Instructor Units Days Begin-End

**KIN 75 Sports Conditioning**

**Transferable:** CSU, UC; CSU-GE:E1; GAV-GE:E1  
This activity class is designed to improve the physical condition of our male and female student athletes. It includes strength training, cardiovascular endurance, plyometric training, and sport specific techniques through an open lab format. May be repeated three times for credit. This course has the option of a letter grade or pass/no pass. Previously listed as PE 75.

40436 Lab	GYFITCNR	J Lango	1.0		
This class is designed for members of intercollegiate athletic teams at Gavilan College. Student-athletes must check in during the first week of the semester with their team's head coach. Work-out hours will vary by sport.					

40437 Lab	GYFITCNR	J Lango	.5		
This class is designed for members of intercollegiate athletic teams at Gavilan College. Student-athletes must check in during the first week of the semester with their team's head coach. Work-out hours will vary by sport.					

**KIN 77 Football**

**Transferable:** CSU, UC; CSU-GE:E1; GAV-GE:E1  
Instruction 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.

40425 Lab	ATHFLDFTB	S Gilford	.5	TWR	0500-0630
04/17/12 - 05/25/12					

**INTERCOLLEGIATE ATHLETICS**

**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.

40081 Lab	GYGYM	T Addison	1.0	MTWRF	0230-0430
01/31/12 - 03/23/12					

**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.

40085 Lab	ATHFLDBAS	N Andrade	2.0	MTWRF	0230-0430
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CRN Type Room Instructor Units Days Begin-End

**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.  
 40086 Lab ATHFLDSFT N Dequin 2.0 MTWRF 0230- 0430

**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. May be repeated once for credit. ADVISORY: Eligible for English 250 and 260.  
 40918 Online A Sargent 2.0 01/31/12 - 03/30/12

**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. May be repeated three times for credit. Also listed as CSIS 6 and DM 6. ADVISORY: CSIS 1 or CSIS 2 or CSIS/LIB 3 advised.  
 40722 Online J Howell 2.0  
 02/06/12 - 03/23/12  
 40724 Online J Howell 2.0  
 03/26/12 - 05/18/12

**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.  
 40921 Online A Sargent 2.0  
 03/15/12 - 05/18/12

**MANAGEMENT**

**MGMT 102 Retail Management**

**Transferable:** CSU  
 Principles and practices used in management of retail businesses such as foods, motels, service stations, and direct channels. Includes site selection, layout, organization, staffing, positioning, customer service, promotional techniques, and all aspects of the critical buying function. This course has the option of a letter grade or pass/no pass. ADVISORY: Eligible for English 250 and English 260.  
 40342 Lec BU103 S Kurtz 3.0 M 0600- 0905

**MGMT 120 Human Resource Management**

**Transferable:** CSU; GAV-GE:F  
 This course introduces human resource management as a staff function in the administration of an organization. The course examines techniques of human resource planning, recruiting, selecting, training, and evaluating personnel; compensation and benefits administration; and union/management relations. This course has the option of a letter grade or pass/no pass.  
 40343 Lec PB7 D McCormick 3.0 MW 1120- 1240

CRN Type Room Instructor Units Days Begin-End

**MGMT 190 Occupational Work Experience / Management-Supervision**

**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.  
 40793 Wrk Ex LI101A S Sweeney 1.0  
 40794 Wrk Ex LI101A S Sweeney 2.0  
 40795 Wrk Ex LI101A S Sweeney 3.0  
 40796 Wrk Ex LI101A S Sweeney 4.0

**MARKETING**

**MKTG 190 Occupational Work Experience / Marketing**

**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.  
 40797 Wrk Ex LI101A S Sweeney 1.0  
 40798 Wrk Ex LI101A S Sweeney 2.0  
 40799 Wrk Ex LI101A S Sweeney 3.0  
 40800 Wrk Ex LI101A S Sweeney 4.0

**MASS COMMUNICATIONS & TELEVISION**

**MCTV 16 Television History and Practice**

**Transferable:** CSU  
 This course examines theories, history and development of television technology and current distribution practices. Programming genres and production techniques are analyzed, evaluated and compared with other societies as tools of mass communication. This course is also listed as THEA 16. ADVISORY: Eligible for English 250 and 260.  
 40569 Lec LI144 T Widdowson 3.0 MW 1120- 1240

**MCTV 17A Television and Video Workshop**

**Transferable:** CSU  
 An introduction to television and video technology, including pre-production, production and post-production techniques such as: camera work, studio equipment, lighting, audio plus off-line and on-line editing. This course is also listed as THEA 17A. ADVISORY: Theatre Arts 16 Intro to TV or consent of instructor.  
 40570 L/L LI144 E Montenegro 3.0 TR 1250- 0315  
 A Valdez

**MCTV 17B Television and Video Workshop**

**Transferable:** CSU  
 Emphasis placed on production and post-production techniques in video production. Student knowledge and skills are increased by participating in live to tape projects. May be repeated twice for credit. This course is also listed as THEA 17B. ADVISORY: Completion of Theatre Arts 17A.  
 40571 L/L LI144 E Montenegro 3.0 TR 1250- 0315  
 A Valdez



**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

**MCTV 19 Television and Film Acting**

**Transferable:** CSU, UC

Theory and practice of acting for film and television. Students will learn basic performance techniques for the camera. Learning experiences include projects in broadcasting, reporting, commercials, public service announcements (PSA), comedy and drama. 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 THEA 19.

40572 L/L LI144 R Gonzalez 3.0 TR 1120- 1240  
J James  
ARR 3.2HRS

**MATHEMATICS**

**MATH 1A Single-Variable Calculus and Analytic Geometry**

**Transferable:** CSU, UC; CSU-GE:B4, IGETC:2A; GAV-GE:B4; CAN:MATH18, MATH SEQ BC

Limits and continuity, analyzing the behavior and graphs of functions, derivatives, implicit differentiation, higher order derivatives, related rates and optimization word problems, Newton's Method, Fundamental Theorem of Calculus, and definite and indefinite integrals. PREREQUISITE: Mathematics 10 or Mathematics 8B with a grade of 'C' or better.

40442 Lec MA103 J Phillips 4.0 MW 0600- 0805

**MATH 1B Single-Variable Calculus and Analytic Geometry**

**Transferable:** CSU, UC; CSU-GE:B4, IGETC:2A; GAV-GE:B4; CAN:MATH20, MATH SEQ BC

This course is a standard second semester Calculus course covering methods of integration, applications of the integral, differential equations, parametric and polar equations, and sequences and series. PREREQUISITE: Mathematics 1A with a grade of 'C' or better.

40443 Lec MA103 K Wagman 4.0 MWF 1250- 0200

**MATH 1C Multivariable Calculus**

**Transferable:** CSU, UC; CSU-GE:B4, IGETC:2A; GAV-GE:B4; CAN:MATH22, MATH SEQ BC

A standard third semester Calculus course covering functions of several variables, vectors, surfaces, vector-valued functions, partial derivatives, multiple and line integrals, Green's Theorem, Stokes' Theorem, and the Divergence Theorem. PREREQUISITE: Mathematics 1B with a grade of 'C' or better.

40444 Lec MA102 L Wolff 4.0 MW 0600- 0805

**MATH 2 Linear Algebra**

**Transferable:** CSU, UC; CSU-GE:B4, IGETC:2A; GAV-GE:B4; CAN:MATH26

A standard one semester Linear Algebra course covering systems of linear equations, vectors and matrices, determinants, vector spaces, linear transformations, eigenvalues, and eigenvectors. Graphing calculators and computers will be used. PREREQUISITE: Mathematics 1C with a grade of 'C' or better.

40500 Lec PS102 Staff 3.0 TF 1250- 0210

**MATH 2C Differential Equations**

**Transferable:** CSU, UC; CSU-GE:B4, IGETC:2A; GAV-GE:B4; CAN:MATH24

Introduction to ordinary differential equations, first-order differential equations, linear differential equations of higher order, vibration models, power-series solutions, the Laplace transform, and systems of linear differential equations. PREREQUISITE: Mathematics 1C with a grade of 'C' or better.

40499 Lec PS102 M Dresch 3.0 MR 1250- 0210

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CRN Type Room Instructor Units Days Begin-End

**MATH 5 Introduction to Statistics**

**Transferable:** CSU, UC; CSU-GE:B4, IGETC:2A; GAV-GE:B4; CAN:STAT2

Descriptive analysis and presentation of either single-variable data or bivariate data, probability, probability distributions, normal probability distributions, sample variability, statistical inferences involving one and two populations, analysis of variance, linear correlation and regression analysis. Statistical computer software will be extensively integrated as a tool in the description and analysis of data. PREREQUISITE: Mathematics 233 with a grade of 'C' or better. The instructor will be using and supporting a TI-83 Plus graphing calculator in all classroom demonstrations.

40501 L/L	MA103	S Dharía	3.0	MW	0810- 0930
	L/L	MA101	S Dharía	F	0810- 0900
40502 L/L		S STAFF	3.0	TR	0945- 1105
	L/L	MA101	S STAFF	F	0945- 1035
40503 L/L	MA103	S Dharía	3.0	M	0230- 0435
	L/L	MA103	S Dharía	W	0230- 0335
	L/L	MA101	S Dharía	W	0345- 0435
40504 Online		R Knight	3.0		
40505 L/L	MHG12	A Viarengo	3.0	MW	0600- 0805
		Above class meets at Morgan Hill Community site.			
40506 L/L	HOL2	N Wadia	3.0	T	0700- 0905
	L/L	HOL2	N Wadia	R	0700- 0915

Above class meets at the Hollister Briggs site.

**MATH 6 Calculus for Business / Social Science**

**Transferable:** CSU, UC; CSU-GE:B4, IGETC:2A; GAV-GE:B4; CAN:MATH34

This course applies the fundamental principles and techniques of calculus to problems in business, economics, the life sciences and the social sciences. Topics will include limits, and differentiation and integration of linear, quadratic, polynomial, exponential and logarithmic functions. This course is not intended for students majoring in engineering, the physical sciences or math. Using a calculator is required. Graphing calculator is recommended. PREREQUISITE: Mathematics 233 with a grade of 'C' or better.

40507 Lec PS105 Staff 3.0 TR 0810- 0930

CRN Type Room Instructor Units Days Begin-End

**MATH 7 Finite Mathematics**

**Transferable:** CSU, UC; CSU-GE:B4, IGETC:2A; GAV-GE:B4; CAN:MATH12  
Systems of linear equations and matrices, introduction to linear programming, finance, counting techniques and probability, properties of probability and applications of probability. **PREREQUISITE:** Mathematics 233 with a grade of 'C' or better.

40508 Lec MA103 P Reuschling 3.0 TR 1250-0210

**MATH 8A First Half of Precalculus**

**Transferable:** CSU, UC; CSU-GE:B4, IGETC:2A; GAV-GE:B4  
Math 8A prepares the student for the study of calculus by providing important skills in algebraic manipulation, interpretation, and problem solving at the college level. Topics will include basic algebraic concepts, complex numbers, equations and inequalities of the first and second degree, functions, and graphs, linear and quadratic equations, polynomial functions, exponential and logarithmic functions, systems of equations, matrices and determinants, right triangle trigonometry, and the Law of Sines and Cosines. **PREREQUISITE:** Mathematics 233 with a grade of 'C' or better. The instructor will be using and supporting TI-83 Plus graphing calculator in all classroom demonstrations.

40509 Lec MA103 K Wagman 4.0 TRF 0230-0340  
40510 Lec PS102 J Nari 4.0 MW 0600-0805**MATH 8B Second Half of Precalculus**

**Transferable:** CSU, UC; CSU-GE:B4, IGETC:2A; GAV-GE:B4  
Math 8B prepares students for the study of calculus by providing important skills in algebraic manipulation, interpretation, and problem solving at the college level. Topics will include trigonometric functions, identities, inverse trigonometric functions, and equations; applications of trigonometry, vectors, complex numbers, polar and parametric equations; conic sections; sequences, series, counting principles, permutations, mathematical induction; analytic geometry, and an introduction to limits. **PREREQUISITE:** Mathematics 8A with a grade of 'C' or better. **ADVISORY:** Math 208 Survey of Practical Geometry.

40511 Lec SS206 A Furutani 4.0 TRF 1250-0200  
40512 Lec MA103 D Lawson 4.0 MW 0945-1055  
SS206 D Lawson F 0945-1055**MATH 14 Math for the Liberal Arts**

**Transferable:** CSU, UC; CSU-GE:B4, IGETC:2A; GAV-GE:B4  
Survey of selected topics from contemporary mathematics to introduce the student to mathematical thinking for the non-specialist. Topics include systems of numeration, algebraic modeling, linear programming, trigonometry, math of finance, probability and statistics, and an introduction to calculus. **PREREQUISITE:** Math 233 with a grade of 'C' or better.

40441 Lec PS105 A Washburn 3.0 M 0600-0905



**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](mailto:disted@gavilan.edu).

CRN Type Room Instructor Units Days Begin-End

**MATH 205 Elementary Algebra**

**Transferable:** No  
This course is a standard beginning algebra course, including algebraic expressions, linear equations and inequalities in one variable, graphing, equations and inequalities in two variables, integer exponents, use of a scientific calculator, polynomials, rational expressions and equations, radicals and rational exponents, and quadratic equations. Mathematics 205, 205A and 205B, and 206 have similar course content. This course may not be taken by students who have completed Mathematics 205B or 206 with a grade of "C" or better. This course may be taken for Mathematics 205B credit (2.5 units) by those students who have successfully completed Mathematics 205A with a grade of "C" or better. **PREREQUISITE:** MATH 402 with a grade of 'Pass' or with a 'C' or better, or assessment test recommendation.

40445 Lec LS101 M Dresch 5.0 MW 0810-0905  
Lec LS101 M Dresch TR 0810-0930  
40446 Lec MHG10 S Kercheval 5.0 MTWR 1250-0155  
Above class meets at Morgan Hill Community site.  
40447 Lec SS206 K Wagman 5.0 MW 1120-1225  
Lec LS101 K Wagman TR 1120-1225  
40448 Lec HOL2 R Bates 5.0 MTWR 1250-0155  
Above class meets at the Hollister Briggs site.  
40449 Lec PS105 J Nari 5.0 MTWR 0230-0345  
40453 Lec LS101 STAFF 5.0 MW 0600-0825  
40454 Lec MHG12 D Wisneski 5.0 TR 0600-0825

Above class meets at Morgan Hill Community site.

**MATH 205A First Half of Elementary Algebra**

**Transferable:** No  
This course is the first half of the Elementary Algebra course. It will cover signed numbers, evaluation of expressions, ratios and proportions, solving linear equations, and applications. Graphing of lines, the slope of a line, graphing linear equations, solving systems of equations, basic rules of exponents, and operations on polynomials will be covered. **PREREQUISITE:** Math 402 with a grade of 'Pass' or with a 'C' or better, or assessment test recommendation. **ADVISORY:** Concurrent enrollment in Guidance 563A is advised.

40465 Lec PS105 M Buchanan 2.5 TRF 1120-1230  
40466 Lec PS105 J Phillips 2.5 MTW 0400-0510**MATH 205B Second Half of Elementary Algebra**

**Transferable:** No  
This course contains the material covered in the second half of the Elementary Algebra Course. It will cover factoring polynomials, solving quadratic equations by factoring, rational expressions, radicals, and solving quadratic equations. In addition, the course will review applications involving linear equations of one and two variables, finding slopes and graphing linear equations, solving systems of equations with two variables, and solving linear inequalities. Math 205, 205A and 205B, and 206 have similar course content. This course may not be taken by students who have completed Math 205 or 206 with a grade of 'C' or better. **PREREQUISITE:** Math 205A with a grade of 'C' or better. **ADVISORY:** Concurrent enrollment in Guidance 563B is advised.

40467 Lec MA102 D Lawson 2.5 MWF 0810-0920  
40468 Lec SS206 R Potter 2.5 TRF 1120-1230  
40469 Lec SS206 A Arid 2.5 MW 0600-0805

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

**MATH 233 Intermediate Algebra**

**Transferable:** No; GAV-GE:B4

Review of basic concepts, linear equations and inequalities, graphs and functions, systems of linear equations, polynomials and polynomial functions, factoring, rational expressions and equations, roots, radicals, and complex numbers, solving quadratic equations, exponential and logarithmic functions, and problem solving strategies. Mathematics 233, 233A, and 233B have similar course content. This course may not be taken by students who have completed Mathematics 233B with a grade of 'C' or better. This course may be taken for Mathematics 233B credit (2.5) units by those students who have successfully completed Mathematics 233A with a grade of 'C' or better. **PREREQUISITE:** Mathematics 205 or Mathematics 205A and 205B or Mathematics 206 with a grade of 'C' or better. The instructor will be using and supporting TI-83 Plus graphing calculator in all classroom demonstrations.

40470	Lec	MHG12	R Knight	5.0	MTWR	1250-0155
Above class meets at Morgan Hill Community site.						
40471	Lec	SS206	G Fuller	5.0	MTWR	0810-0915
40473	Lec	LS103	Staff	5.0	MWR	0945-1115
	Lec	LS103	Staff		T	0945-1055
	Lec	MA102	Staff		F	0945-1100
40474	Lec	HOL4	J Malokas	5.0	MTWR	0100-0215
Above class meets at the Hollister Briggs site.						
40475	Lec	LS101	E Dachkova	5.0	M	1250-0310
	Lec	HU104	E Dachkova		TR	1250-0310
	Lec	SS205	E Dachkova		F	1250-0310

This is an intense program that gives students the opportunity to go through the material of both 233a and 233b in one semester. Students typically registering for 233a and 233b are especially targeted for this course. This course allows students more face to face interaction with instructor and provides deep reinforcement of the daily concepts. From its inception last year, the program has already shown that it has a very high success rate.

40476	Lec	HOL4	R Bates	5.0	TR	0600-0825
Above class meets at the Hollister Briggs site.						
40478	Lec	MA103	M Grover	5.0	TR	0600-0825

**MATH 233A First Half of Intermediate Algebra**

**Transferable:** No

The course will start with a review of basic concepts and then cover the following topics with an emphasis on applications and problem solving strategies: solving linear and absolute value equations; solving linear and compound inequalities; equations and graphs of lines; functions and function notation including composition of functions; solving systems of linear equations and inequalities; operations with polynomials; factoring polynomials; and solving polynomial equations. **PREREQUISITE:** Completion of Mathematics 205 or the equivalent with a grade of 'C' or better.

40480	Lec	SS206	R Potter	2.5	MTR	0945-1055
40483	Lec	PS105	L Wills	2.5	TR	0945-1055
	Lec	LS101	L Wills		F	0945-1055

**MATH 233B Second Half of Intermediate Algebra**

**Transferable:** No; GAV-GE:B4

This course will start with a review factoring polynomials, and then cover the following topics with an emphasis on applications and problem solving strategies: solving polynomial equations by factoring; adding, subtracting, multiplying, dividing and simplifying rational expressions and solving rational equations; adding, subtracting, multiplying, dividing and simplifying roots, radicals and complex numbers and solving radical equations; working with composition of functions and inverse functions, working with exponential and logarithmic functions, equations and expressions; employing various methods of solving quadratic equations and inequalities; and graphing quadratic functions. **PREREQUISITE:** Completion of MATH 233A with a grade of 'C' or better.

40485	Lec	MA102	P Reuschling	2.5	MW	1250-0200
	Lec	PS105	P Reuschling		F	1250-0200
40486	Lec	MA103	R Knight	2.5	TRF	0810-0920

CRN Type Room Instructor Units Days Begin-End

**MATH 400 Elements of Arithmetic**

**Transferable:** No

This course covers essential arithmetic operations, whole numbers, integers, fractions, decimals, ratio, proportion, percent, applications of arithmetic, and critical thinking, as well as math-specific study skills. This is a pass/no pass course, with pass being given for mastery of the content. Units earned in this course do not count toward the associate degree and/or other certain certificate requirements.

40487	L/L	MA103	E Dachkova	3.0	TRF	1120-1230
40488	Lec	SS206	A Arid	3.0	TR	0600-0805

**MATH 402 Pre-Algebra**

**Transferable:** No

This course covers operations with integers, fractions and decimals and associated applications, percentages, ratio, and geometry and measurement, critical thinking and applications. Elementary algebra topics such as variables, expressions, and solving equations are introduced. This is a pass/no pass course where pass is given for mastery of the above topics. **PREREQUISITE:** Completion of Math 400 with a grade of 'Pass' or with a 'C' or better, or assessment test recommendation.

40494	L/L	SS205	Staff	3.0	MW	0810-0940
	L/L	SS206	Staff		F	0810-0940
40495	L/L	MA103	M Dresch	3.0	TRF	0945-1115
40496	L/L	LS103	M Buchanan	3.0	TR	0810-0940
	L/L	LS102	M Buchanan		F	0810-0940
40497	L/L	MA102	L Robledo	3.0	TR	0600-0825
40498	L/L	HOL4	J Malokas	3.0	TR	1120-1250
	L/L	HOL4	J Malokas		F	1120-0130

Above class meets at the Hollister Briggs site.

**MATH 414 Basic Math Skills**

**Transferable:** No

A remedial mathematics course designed for those students who need to learn, or re-learn, the basic concepts of math. The primary emphasis is on whole numbers, fractions, decimals, percents, and measurements. This course may be repeated three times for credit. This is a pass/no pass course. Units earned in this course do not count toward the associate degree and/or certain certificate requirements.

40925	Lab	MA101	E Dachkova	3.0	MTWRF	0800-0330
	Lab	MA101	E Dachkova		S	0730-0200

**01/16/12 - 01/21/12** This course is a one week, eight our a day, math boot camp, where students will develop or redevelop a solid understanding of basic math concepts. The primary emphasis is on whole numbers, fractions, decimals, percents, and measurements. Units in this course do not count toward the associate degree and/or certain certificate requirements but in all the previous cohorts, it has shown positive results for students continuing with any math-based courses. **SEE AD FOR DETAILS**

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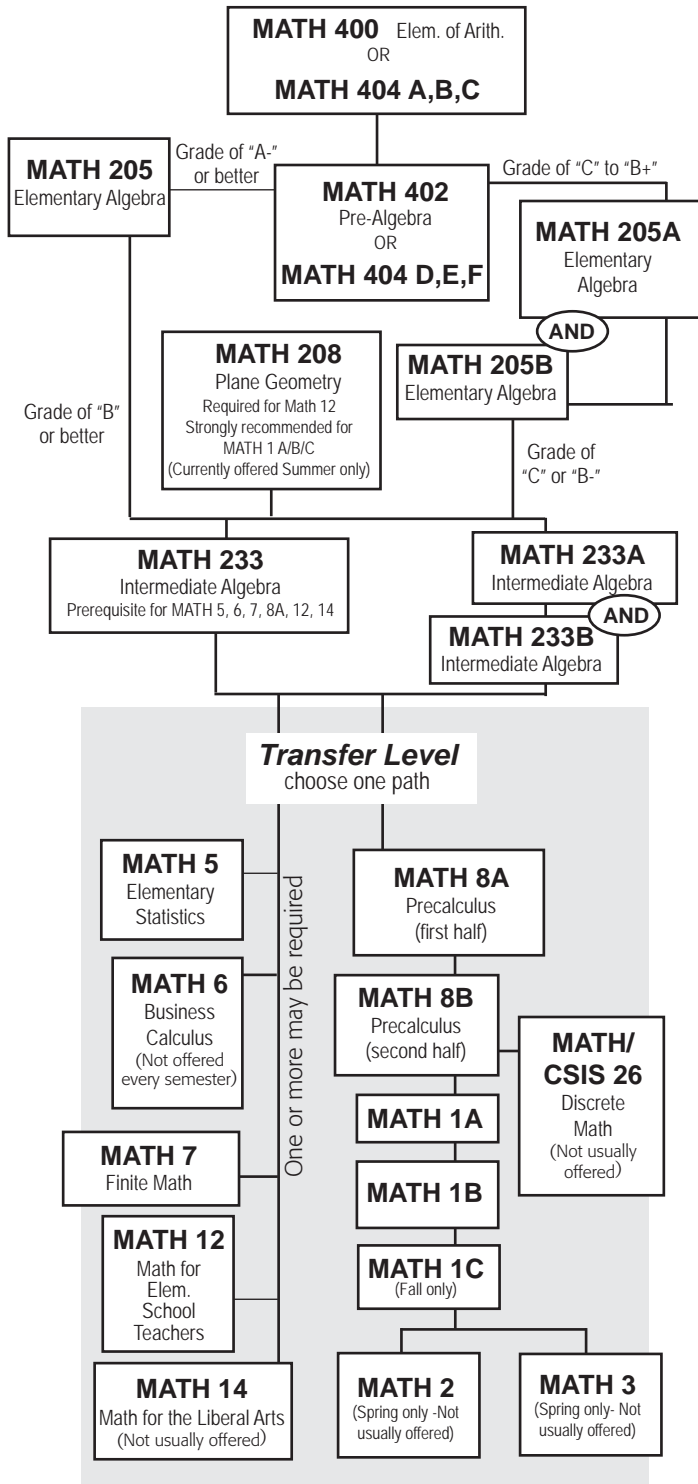
- one week
- eight hours a day
- learn, or re-learn, basic math concepts
- whole numbers
- fractions
- decimals
- percents
- algebraic structures

**This is a pass/no pass course.**



## Gavilan College Overview of Math Courses

Grade of "C" or better required in order to progress  
to the next course



Multiple measures will be considered to determine your final course. Consult with a counselor to select the appropriate course.

CRN Type Room Instructor Units Days Begin-End

### MUSIC

#### MUS 1B Music History and Literature

**Transferable:** CSU, UC; CSU-GE:C1, IGETC:3A; GAV-GE:C1  
A survey of the development of music in western civilization including representative composers from the Medieval period to the present. Music 1B will study the music and styles from late Romanticism to the present. **ADVISORY:** Eligible for English 250 and English 260.

40585 Lec	MU101	N Vasallo	3.0	TR	0945- 1105
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#### MUS 3A Harmony - Theory - Musicianship

**Transferable:** CSU, UC; CSU-GE:C1; GAV-GE:C1  
Fundamentals of music, beginning harmony. **ADVISORY:** Must be taken in sequence.

40598 L/L	MU101	Staff	4.0	MW	0945- 1150
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#### MUS 4A Beginning Piano

**Transferable:** CSU, UC; CSU-GE:C1; GAV-GE:C1  
Introduction to music fundamentals and keyboard technique. Development of beginning keyboard skills including note reading in bass and treble clef, fingering, rhythm, key signatures, primary chords and inversions. **ADVISORY:** Must be taken in sequence.

40599 L/L	MU102	M Amirkhanian	3.0	TR	0900- 1105
40600 L/L	MU102	M Amirkhanian	3.0	MW	1120- 0125
40601 L/L	MU102	M Amirkhanian	3.0	MW	0900- 1105

#### MUS 4B Beginning Piano

**Transferable:** CSU, UC; GAV-GE:C1  
Continuation of Music 4A. **ADVISORY:** Music 4A

40602 L/L	MU102	M Amirkhanian	2.0	TR	1120- 1240
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#### MUS 5A Intermediate Piano

**Transferable:** CSU, UC; GAV-GE:C1  
Development of intermediate keyboard skills through means of scales, chords, and technical studies. Continuation of music fundamentals and beginning keyboard harmony; introduction of easier classical and standard piano literature. **ADVISORY:** Music 4B

40603 L/L	MU102	M Amirkhanian	2.0	TR	1120- 1240
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#### MUS 5B Intermediate Piano

**Transferable:** CSU, UC; GAV-GE:C1  
Development of intermediate keyboard skills through means of scales, chords and technical studies. Continuation of music fundamentals and beginning keyboard harmony; introduction of easier classical and standard piano literature. **ADVISORY:** Music 5A

40604 L/L	MU102	M Amirkhanian	2.0	TR	1120- 1240
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#### MUS 5C Advanced Piano

**Transferable:** CSU, UC; GAV-GE:C1  
Development of advanced keyboard skills through means of scales, chords and technical studies. Continuation of music fundamentals and keyboard harmony; introduction of moderately difficult classical and standard piano literature. **ADVISORY:** Music 5B

40605 L/L	MU102	M Amirkhanian	2.0	TR	1120- 1240
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CRN Type Room Instructor Units Days Begin-End

**MUS 5D Advanced Piano**

**Transferable:** CSU, UC; GAV-GE:C1  
Development of advanced keyboard skills through means of scales, chords and technical studies. Continuation of music fundamentals and keyboard harmony; introduction of moderately difficult classical and standard piano literature. **ADVISORY:** Music 5C

40606 L/L MU102 M Amirkhanian 2.0 TR 1120- 1240

**MUS 6 Introduction to World Music**

**Transferable:** CSU, UC; CSU-GE:C1, IGETC:3A; GAV-GE:C1, F  
This course explores a broad and diverse survey of different non Western music cultures, helping students develop listening skills to identify, distinguish and appreciate the elements and richness of each culture's music. The course will cover a rich diversity of styles through informed listening, analysis and discernment of musical elements, form and repertoire. Music of various cultures will be explored, for example: India, China, Japan, the Middle East, Indonesia, Africa, Europe and the Americas.

40607 Lec MU101 P Collins 3.0 MW 0810- 0930

**MUS 7 Songwriting and Composition**

**Transferable:** CSU, UC  
This course is an introduction to modern song writing techniques. Students will learn to create their own musical compositions. Approaches to contemporary issues in song writing including development of melodic, lyrical, and rhythmic ideas will be studied. In addition, students will learn strategies for promoting their songs in the contemporary music marketplace as well as basic concepts of intellectual property right protection. While recommended, no prior formal musical education is required.

40615 Lec MU102 N Vasallo 3.0 TR 1250- 0210

**MUS 8A Beginning Voice**

**Transferable:** CSU, UC; GAV-GE:C1  
Development of techniques in the art of singing and interpreting serious music in various styles. Study of the basic techniques of tone production, breathing and related skills. Basic repertoire development. **ADVISORY:** Continues in sequence or by demonstrated proficiency.

40608 L/L MU101 N Pruitt 2.0 TR 1250- 0210

**MUS 8B Beginning Voice**

**Transferable:** CSU, UC; GAV-GE:C1  
Development of techniques in the art of singing and interpreting serious music in various styles. Study of the basic techniques of tone production, breathing and related skills. Basic repertoire development. **ADVISORY:** Music 8A or demonstrated proficiency.

40609 L/L MU101 N Pruitt 2.0 TR 1250- 0210

**MUS 8C Intermediate Voice**

**Transferable:** CSU, UC; GAV-GE:C1  
Development of techniques in the art of singing and interpreting serious music in various styles. Study of the basic techniques of tone production, breathing and related skills. Basic repertoire development. **ADVISORY:** Music 8B or demonstrated proficiency.

40610 L/L MU101 N Pruitt 2.0 TR 1250- 0210

**MUS 8D Intermediate Voice**

**Transferable:** CSU, UC; GAV-GE:C1  
Development of techniques in the art of singing and interpreting serious music in various styles. Study of the basic techniques of tone production, breathing and related skills. Basic repertoire development. **ADVISORY:** Music 8C or demonstrated proficiency.

40611 L/L MU101 N Pruitt 2.0 TR 1250- 0210

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CRN Type Room Instructor Units Days Begin-End

**MUS 9A Guitar**

**Transferable:** CSU, UC; GAV-GE:C1  
An introduction to playing the guitar. Basic staff notation, correct fingering and chord arpeggios are covered. Emphasis is also placed on developing musical listening skills. Students must provide their own guitars. May be repeated once for credit. **ADVISORY:** Students must provide their own guitars.

40613 Lab TH125 T Montoya 1.0 TR 1120- 1240

**MUS 9B Guitar**

**Transferable:** CSU, UC; GAV-GE:C1  
An introduction to playing the guitar. Basic staff notation, correct fingering and chord arpeggios are covered. Emphasis is also placed on developing musical listening skills. Students must provide their own guitars. May be repeated once for credit. **ADVISORY:** Music 9A; students must provide their own guitars.

40614 Lab TH125 T Montoya 1.0 TR 1120- 1240

**MUS 12 Vocal Ensemble**

**Transferable:** CSU, UC; GAV-GE:C1  
The day Vocal Ensemble will focus on individual and group performance of popular and alternative commercial music, and will rehearse and perform with a backup band. The evening Vocal Ensemble will study, rehearse and perform choral music in a broad spectrum of musical genre and styles. Included will be the study of vocal and rehearsal techniques as they relate to ensemble performance. Course may be repeated three times for credit.

40573 L/L MU101 N Pruitt 2.0 M 1250- 0355

40574 L/L MU101 B Ruggles 2.0 T 0655- 1000

**MUS 13 Concert Choir**

**Transferable:** CSU, UC; GAV-GE:C1  
The Concert Choir will study, rehearse and perform choral music from the 15th century to the present in a variety of musical styles with emphasis on the larger choral works and their preparation for public concert. Course may be repeated three times for credit. **ADVISORY:** Previous choral experience is preferred but not required. The student should have the ability to match a given pitch.

40575 L/L MU101 B Ruggles 2.0 T 0655- 1000

CRN	Type	Room	Instructor	Units	Days	Begin-End
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**MUS 14A Instrumental Ensemble****Transferable:** CSU; GAV-GE:C1

Instruction for the experienced musician with emphasis on the study and performance of a wide variety of musical styles from Renaissance to 20th century music for traditional ensembles, and extensive consideration of contemporary commercial and alternative repertoire, and performance techniques for popular ensembles.

40576	L/L	MU101	S Sotelo	2.0	M	1250- 0355
40577	L/L	SOLB7	A Quartuccio	2.0	W	0655- 1000

Above class meets off-campus: Solorsano Middle School, Gilroy, Room B7

**MUS 14B Instrumental Ensemble****Transferable:** CSU; GAV-GE:C1

Instruction for the experienced musician with emphasis on the study and performance of a wide variety of musical styles from Renaissance to 20th century music for traditional ensembles, and extensive consideration of contemporary commercial and alternative repertoire, and performance techniques for popular ensembles.

40578	L/L	MU101	S Sotelo	2.0	M	1250- 0355
40579	L/L	SOLB7	A Quartuccio	2.0	W	0655- 1000

Above class meets off-campus: Solorsano Middle School, Gilroy, Room B7

**MUS 14C Instrumental Ensemble****Transferable:** CSU; GAV-GE:C1

Instruction for the experienced musician with emphasis on the study and performance of a wide variety of musical styles from Renaissance to 20th century music for traditional ensembles, and extensive consideration of contemporary commercial and alternative repertoire, and performance techniques for popular ensembles.

40580	L/L	MU101	S Sotelo	2.0	M	1250- 0355
40581	L/L	SOLB7	A Quartuccio	2.0	W	0655- 1000

Above class meets off-campus: Solorsano Middle School, Gilroy, Room B7

**MUS 14D Instrumental Ensemble****Transferable:** CSU; GAV-GE:C1

Instruction for the experienced musician with emphasis on the study and performance of a wide variety of musical styles from Renaissance to 20th century music for traditional ensembles, and extensive consideration of contemporary commercial and alternative repertoire, and performance techniques for popular ensembles.

40582	L/L	MU101	S Sotelo	2.0	M	1250- 0355
40583	L/L	SOLB7	A Quartuccio	2.0	W	0655- 1000

Above class meets off-campus: Solorsano Middle School, Gilroy, Room B7

**MUS 16A Introduction to Audio Recording Techniques****Transferable:** CSU

Survey of basic audio recording techniques and materials including acoustics, signal flow, block diagrams, cue systems, punch-ins, microphones and mic placement, frequency response, reverb, delay and outboard effects, stereo mixing, pre-mixing and actual recording. May be repeated once for credit.

40584	Lec	MU101	S Sotelo	3.0	W	1250- 0355
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**MUS 21 Electronic Music / Sound Design****Transferable:** CSU; GAV-GE:C1

Fundamentals of electronic music synthesis using computers. Midi sequencing, digital sound processing, sampling, digital multi-track recording utilizing the college's state of the art midi studio. May be repeated three times for credit. ADVISORY: Eligible for English 250, 260 and Mathematics 205.

40586	L/L	LI128	S Sotelo	3.0	MW	0810- 0930
	ARR	2.3HRS	S Sotelo			

CRN	Type	Room	Instructor	Units	Days	Begin-End
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**MUS 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.

40587	Fld Ex	MU101	A Quartuccio	1.0		
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**MUS 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.

40588	Ind	MU101	A Quartuccio	1.0		
40589	Ind	MU101	N Pruitt	1.0		
40591	Ind	MU101	M Amirkhanian	1.0		
40593	Ind	MU101	T Montoya	1.0		
40595	Ind	MU101	B Ruggles	1.0		

**MUS 26 Symphony****Transferable:** CSU, UC; GAV-GE:C1

Study and performance of orchestral literature. Individual and sectional skills development. Perform in public concerts each semester. May be repeated until a maximum of 8 units are accrued. ADVISORY: Demonstrated proficiency on individual's instrument and ability to read music.

40597	L/L	SOLB7	A Quartuccio	2.0	W	0655- 1000
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Above class meets off-campus:

**MUS 98 Special Topics****Transferable:** CSU; GAV-GE:C1

Special topics courses examine current problems or issues of interest to students within a specific discipline area. For topical content information, consult with appropriate department chairperson. For transfer status, check with a counselor. This course may have the option of a letter grade or pass/no pass.

40612	Lec	SOLB7	A Quartuccio	2.0	W	0655- 1000
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Above class meets off-campus:

**MUS 190 Occupational Work Experience / Commercial Music****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.

40852	Wrk Ex	LI101A	S Sweeney	1.0		
40853	Wrk Ex	LI101A	S Sweeney	2.0		
40854	Wrk Ex	LI101A	S Sweeney	3.0		
40855	Wrk Ex	LI101A	S Sweeney	4.0		



**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](mailto:disted@gavilan.edu).

CRN Type Room Instructor Units Days Begin-End

**PHILOSOPHY**

**PHIL 1 Introduction to Philosophy**

**Transferable:** CSU, UC; CSU-GE:C2, IGETC:3B; GAV-GE:C2; CAN:PHIL2  
 Philosophy 1 is intended as a survey of the major areas and traditions of philosophy. The course examines central and significant questions about the meaning of life, who determines what is morally right or wrong, the ideal society, the various notions social justice, what is reality, and many other ideas. In pursuing these questions, students will be asked to read texts from writers around the world, both contemporary and ancient, discuss current events, and apply 'theory' to movies such as "The Matrix" trilogy, novels, and any other relevant application of the student's own choice. **ADVISORY:** Eligible for English 1A.

40623 Lec HOL2 C Kinney 3.0 TR 0230- 0350  
 Above class meets at the Hollister Briggs site.

**PHIL 2 Logic**

**Transferable:** CSU, UC; CSU-GE:A3; GAV-GE:C2; CAN:PHIL6  
 Philosophy 2, Introduction to Logic, is intended as a survey of the primary approaches to argumentation and what has been traditionally called 'correct' reasoning. Learners will learn techniques of both deductive and inductive argumentation, how to spot a fallacy, as well as how to apply these techniques to other aspects of their lives outside the classroom. While logic is often quite formal, the goal is to see the practical application of this discipline. Additionally, learners will become acquainted with the cultural variations to reasoning in addition to the standard Western focal approach **ADVISORY:** Eligible for English 1A.

40626 Lec AR103 Staff 3.0 W 0600- 0905  
 40628 Lec MU101 C Kinney 3.0 TR 1120- 1240

**PHIL 3B Contemporary Moral Issues**

**Transferable:** CSU, UC; CSU-GE:C2, IGETC:3B; GAV-GE:C2, E2  
 Contemporary Moral Issues in an applied ethics class that covers major ethical theories and contemporary moral issues in a pluralistic manner. This course will cover such issues as abortion and euthanasia, cloning, experimentation on human subjects, capital punishment, race/ethnicity, sexual orientation and sexual morality, world hunger and poverty, colonialism and post-colonialism, and so forth. **ADVISORY:** Eligible for English 1A.

40630 Lec AR103 J Provost 3.0 MW 1120- 1240

**PHIL 4 Critical Thinking and Writing**

**Transferable:** CSU, UC; CSU-GE:A3, IGETC:1B; GAV-GE:C2  
 This course is designed to introduce the relationship between critical thinking and critical writing in a way that will be both enjoyable to the student and helpful in other aspects of life. The student will learn techniques of critical thinking, paying close attention to the current events, movies and popular media, music lyrics, as well as the textbook. Students will learn to identify deductive and inductive arguments and be able to evaluate their strength, create a strong argument of their own on a given topic, as well become experts in the area of critical analysis. The goal is to enable students to become strong, well informed, articulate members of the community as well as individuals with an empowered sense of self as an agent of change. **PREREQUISITE:** English 1A

40631 Lec AR103 J Provost 3.0 MW 0945- 1105  
 40632 Lec MHG11 G Grudzen 3.0 TR 1120- 1240  
 Above class meets at Morgan Hill Community site.

←  
 → 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

**PHIL 6 Comparative Religions**

**Transferable:** CSU, UC; CSU-GE:C2, IGETC:3B; GAV-GE:C2, F  
 Religion is a topic that ignites controversy -- most societies engage in religious practices, believe strongly in that tradition, and find a sense of identity within it. The controversy arises when differences are misunderstood, misrepresented, or placed in a hierarchy of assumed supremacy of one religion as superior to others. In this class, students explore the underlying commonality of various religious traditions, explore the uniqueness of the religions with which they are unfamiliar, and learn to see that diversity among beliefs doesn't have to create hostility. Students will explore religions from Indigenous Peoples throughout the world, East Asia (e.g. India), China, the Middle East, as well as some more recent trends in religion. Previously known as PHIL 6A. **ADVISORY:** Eligible for English 1A.

40633 Online T Le 3.0

**PHYSICAL EDUCATION - ADAPTED**

**APE 34 Adapted Aquatic Exercise**

**Transferable:** CSU, UC; CSU-GE:E1; GAV-GE:E1  
 This course is 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 well-being. May be repeated as necessary based on measurable progress as documented in the student's educational contract. This course has the option of a letter grade or pass/no pass. Previously known as PE 34.

40556 Lab GYPOOL K Sato 1.0 MW 0810- 0930  
 40558 Lab GYPOOL K Sato 1.0 MW 1120- 1240  
 40559 Lab GYPOOL K Sato 1.0 TR 1120- 1240

**APE 35 Adapted Swimming for Total Fitness**

**Transferable:** CSU, UC; CSU-GE:E1; GAV-GE:E1  
 An individualized program of activities designed for students with physical disabilities to improve flexibility and range-of-motion, increase joint movement, improve circulation, and improve control of body movement through water adjustment and activities. Develops an appreciation of physical activity as a regular planned contribution to one's basic overall well-being. May be repeated as necessary based on measurable progress as documented in the student's educational contract. This course has the option of a letter grade or pass/no pass. Previously known as PE 35.

40560 Lab GYPOOL K Sato 1.0 MW 0810- 0930  
 40561 Lab GYPOOL K Sato 1.0 MW 1120- 1240  
 40621 Lab GYPOOL K Sato 1.0 TR 1120- 1240

**APE 36 Adapted Physical Education**

**Transferable:** CSU, UC; CSU-GE:E1; GAV-GE:E1  
 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 well-being. May be repeated as necessary based on measurable progress as documented in the student's educational contract. This course has the option of a letter grade or pass/no pass. Previously known as PE 36.

40622 Lab APE101 K Sato 1.0 MW 0945- 1105  
 40624 Lab APE101 K Sato 1.0 TR 0945- 1105  
 40625 Lab APE108 K Sato 1.0 MW 1250- 0210  
 40627 Lab APE108 K Sato 1.0 TR 1250- 0210

CRN Type Room Instructor Units Days Begin-End

**APE 38 Adapted Cardiovascular Conditioning and Training**

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

An individualized program of adapted exercises in weight training, stretching and cardiovascular conditioning for those individuals who have been disabled through stroke, cardiovascular accident, arthritis, multiple sclerosis, or other condition. May be repeated as necessary based on measurable progress as documented in the student's educational contract. This course has the option of a letter grade or pass/no pass. Previously known as PE 38.

40629 Lab	APE101	K Sato	1.0	MW	0945- 1105
40634 Lab	APE101	K Sato	1.0	TR	0945- 1105
40636 Lab	APE108	K Sato	1.0	MW	1250- 0210
40637 Lab	APE108	K Sato	1.0	TR	1250- 0210

**APE 534 Adapted Aquatic Exercise**

**Transferable:** No

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 well being. May be repeated as necessary based on measurable progress as documented in the student's educational contract. This is a pass/no pass course. Previously known as PE 534.

40643 Lab	GYPOOL	K Sato	1.0	MW	0810- 0930
40647 Lab	GYPOOL	K Sato	1.0	MW	1120- 1240
40649 Lab	GYPOOL	K Sato	1.0	TR	1120- 1240

**APE 535 Adapted Swimming for Total Fitness**

**Transferable:** No

An individualized program of activities designed for students with physical disabilities to improve flexibility and range-of-motion, increase joint movement, improve circulation, and improve control over body movement through water adjustment and activities. Develops an appreciation of physical activity as a regular planned contribution to one's overall well-being. May be repeated as necessary based on measurable progress as documented in the student's educational contract. This course is pass/no pass. Previously known as PE 535.

40650 Lab	GYPOOL	K Sato	1.0	MW	0810- 0930
40651 Lab	GYPOOL	K Sato	1.0	MW	1120- 1240
40653 Lab	GYPOOL	K Sato	1.0	TR	1120- 1240

**APE 536 Adapted Physical Education**

**Transferable:** No

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 physical well-being. May be repeated as necessary based on measurable progress as documented in the student's educational contract. This is a pass/no pass course. Previously known as PE 536.

40654 Lab	LOADCS1	J Maringer-Cantu	1.0	MWF	0945- 1105
K Sato					
Above class meets at Live Oak Adult Day Services, 651 West Sixth St., Gilroy.					
40655 Lab	APE108	K Sato	1.0	MW	0945- 1105
40656 Lab	APE108	K Sato	1.0	TR	0945- 1105
40657 Lab	APE108	K Sato	1.0	MW	1250- 0210
40658 Lab	APE108	K Sato	1.0	TR	1250- 0210



**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](mailto:disted@gavilan.edu).

CRN Type Room Instructor Units Days Begin-End

**APE 538 Adapted Cardiovascular Conditioning and Training**

**Transferable:** No

An individualized program of adapted exercises in weight training, stretching and cardiovascular conditioning for those individuals who have been disabled through stroke, cardiovascular accident, arthritis, multiple sclerosis, or other condition. May be repeated as necessary based on measurable progress as documented in the student's educational contract. This is a pass/no pass course. Previously known as PE 538.

40659 Lab	APE108	K Sato	1.0	MW	0945- 1105
40660 Lab	APE108	K Sato	1.0	MW	1250- 0210
40661 Lab	APE108	K Sato	1.0	TR	0945- 1105
40663 Lab	LOADCS1	J Maringer-Cantu	1.0	TR	0945- 1105
Above class meets at Live Oak Adult Day Services, 651 West Sixth St., Gilroy.					
40664 Lab	APE108	K Sato	1.0	TR	1250- 0210

**PHYSICAL SCIENCE**

**PSCI 1 Principles of Physical Science**

**Transferable:** CSU, UC; CSU-GE:B1, IGETC:5A; GAV-GE:B1

An introduction to the physical sciences for the non-science major. Attention is focused on fundamental laws of nature, their development and relation to the physical world. ADVISORY: Mathematics 205 and eligible for English 250 and 260.

40517 Lec	HOL4	A Van Tuyl	3.0	M	0630- 0935
Above class meets at the Hollister Briggs site.					

**PSCI 2 Introduction to Meteorology**

**Transferable:** CSU, UC; CSU-GE:B1, IGETC:5A; GAV-GE:B1

An introductory course in Meteorology that is both descriptive and analytical on the physical principles affecting the earth's weather. Topics covered include the nature of the atmosphere, solar energy, heat, temperature, pressure, stability, moisture, wind, storms, severe weather and forecasting. The course introduces climatology as a scientific study and will look at the earth's climatic history, current research in climate modeling and the possibility of global climate change. ADVISORY: MATH 205.

40518 Online		A Van Tuyl	3.0		
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**PHYSICS**

**PHYS 1 Introduction to Physics**

**Transferable:** CSU, UC; CSU-GE:B1, B3, IGETC:5A; GAV-GE:B1, B3

This course is an introduction to the fundamental physical principles that control the world around us. Students will explore the fundamental principles of physics, their historical development, their application to everyday phenomena, and their impact upon political, social, and environmental issues. Laboratory exercises will explore the everyday world. ADVISORY: Mathematics 205.

40513 L/L	PS102	R Lee	4.0	TR	0945- 1249
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**PHYS 2B General Physics**

**Transferable:** CSU, UC; CSU-GE:B1, B3, IGETC:5A; GAV-GE:B1, B3; CAN:PHYS4, PHYS SEQ A

An introduction to the principles of physics using algebra and trigonometry. Topics include electricity and magnetism, light and optics, modern physics, and an introduction to relativity. PREREQUISITE: Physics 2A ADVISORY: Eligible for English 250 and English 260

40514 L/L	PS102	R Lee	4.0	MW	1120- 1240
L/L	PS102	R Lee		W	0230- 0435
L/L	PS102	R Lee		F	1140- 1230



CRN Type Room Instructor Units Days Begin-End

**PHYS 4A Physics for Scientists and Engineers - Mechanics / Fluids / Wave**

**Transferable:** CSU, UC; CSU-GE:B1, B3, IGETC:5A; GAV-GE:B1, B3; CAN: An introduction to the principles of physics using calculus. Topics include kinematics in one, two and three dimensions, vectors, equilibrium and non-equilibrium applications of Newton's Laws, work and energy, momentum, systems of particles, rotational kinematics and dynamics, simple harmonic motion, elasticity, and waves. **PREREQUISITE:** Physics 2A and Mathematics 1A **ADVISORY:** Eligible for English 250 and English 260.

40515	L/L	PS102	R Lee	4.0	MTR	0810- 0930
	L/L	PS102	R Lee		F	0810- 1000

**PHYS 4C Physics for Sci / Engr-- Thermodynamics / Optics / Modern Physics**

**Transferable:** CSU, UC; CSU-GE:B1, B3, IGETC:5A; GAV-GE:B1, B3; CAN: An introduction to the principles of physics using calculus. Topics include light, optics, interference, diffraction, thermal energy, the Laws of Thermodynamics, the kinetic theory of gases, and an introduction to relativity and modern physics. **PREREQUISITE:** Physics 4A

40516	L/L	PS102	Staff	4.0	MTR	0230- 0435
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**POLITICAL SCIENCE**

**POLS 1 Introduction to American Government**

**Transferable:** CSU, UC; CSU-GE:D8, IGETC:4H, 7A; GAV-GE:D1, D2; CAN:GOVT2 Explores the development of American political institutions and their utilization in dealing with issues arising at the international, national and state levels. Emphasis is placed on those problems which have defined our federal system of government. California government and appropriate state institutions will be included as a vital part of our federal system of government. **ADVISORY:** Eligible for English 250 and English 260.

40044	Lec	SS210	M Turetzky	3.0	MW	0810- 0930
40045	Lec	SS210	M Turetzky	3.0	TR	0810- 0930
40046	Lec	MHG10	S Banks	3.0	MW	1120- 1240
Above class meets at Morgan Hill Community site.						
40047	Online		M Turetzky	3.0		
40048	Lec	HOL1	S Pinnell	3.0	TR	0230- 0350
Above class meets at the Hollister Briggs site.						

**POLS 3 Introduction to Comparative Politics**

**Transferable:** CSU, UC; CSU-GE:D8, IGETC:4H; GAV-GE:D2, F Comparative survey of political institutions and processes around the globe. Selected nations may include, but are not restricted to: the United Kingdom, France, Germany, Japan, Russia, India, Nigeria, and Mexico. **ADVISORY:** Eligible for English 250 and English 260.

40051	Lec	SS205	M Turetzky	3.0	MW	0945- 1105
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**POLS 5 Introduction to Modern International Terrorism**

**Transferable:** CSU, UC; CSU-GE:D8, IGETC:4H; GAV-GE:D2 This course centers on conceptually defining terrorism (all types-foreign and domestic, left and right-wing, religious, environmental, and political, state and non-state), tracing the history and beginnings of modern international and domestic terrorism, critically examining the various U.S.- global responses to the 9-11-01 attacks, as well as generally evaluating and assessing how countries and people around the world try to cope with, prevent and/or respond to attacks by terrorist organizations, groups, or acts of terrorism perpetrated by nation-states or groups working with nation-states. This course has the option of a letter grade or pass/no pass. This course is also listed as AJ 5.

40052	Lec	SS210	M Turetzky	3.0	T	0600- 0905
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CRN Type Room Instructor Units Days Begin-End

**POLS 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 PSYC 6 and CMUN 6. **ADVISORY:** English 250 and English 260.

40053	Lec	SS205	L Halper	3.0	MW	1120- 1240
This service learning course involves community work.						

**POLS 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.

40049	Ind	BU126	M Turetzky	1.0		
40050	Ind	BU126	M Turetzky	2.0		

**POLS 27 Contemporary Leadership**

**Transferable:** CSU; GAV-GE:E2 A cross-disciplinary approach to the theory and practice of leadership. Includes effective communication styles including issues related to gender and culture. Class includes topics on ethics, power, and how to run effective meetings including the use of parliamentary procedure. Skills directly applicable to work, personal and college environments. May be repeated for a maximum of 10 units. Also listed as PSYC 27. **ADVISORY:** Eligible for English 250 and English 260.

400915	Lec	SC154N	J Stewart	3.0	TR	0945- 1105
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**PSYCHOLOGY**

**PSYC 1A Introduction to Psychology**

**Transferable:** CSU, UC; CSU-GE:D9, IGETC:4I; GAV-GE:D2; CAN:PSY2 The nature, scope, methods, presuppositions, history, and fields of psychology together with the scientific study of factors influencing human behavior, human development, perception, learning, memory, emotion, personality, frustration, and psychotherapy. **ADVISORY:** Eligible for English 250 and English 260. C-ID: PSY 110

40054	Lec	SS214	C Oler	3.0	MW	0810- 0930
40055	Lec	MHG11	J Campilli	3.0	TR	0945- 1105
Above class meets at Morgan Hill Community site.						
40056	Lec	HOL1	C Oler	3.0	TR	1120- 1240
Above class meets at the Hollister Briggs site.						
40057	Lec	SS214	C Oler	3.0	MW	1250- 0210
40058	Lec	MHG10	C Oler	3.0	R	0600- 0905

Above class meets at Morgan Hill Community site.

**PSYC 1B Introduction to Psychology**

**Transferable:** CSU, UC; CSU-GE:D9, IGETC:4I; GAV-GE:D2 Continuation of Psychology 1A. This course stresses the biological basis of behavior including: neuroanatomy, the senses, perception, learning, thinking, and psychological disorders. **PREREQUISITE:** Completion of Psychology 1A with a grade of 'C' or better.

40059	Lec	SS214	C Oler	3.0	MW	0945- 1105
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CRN	Type	Room	Instructor	Units	Days	Begin-End
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**PSYC 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 CD 2. This course has the option of a letter grade or pass/no pass. ADVISORY: Eligible for English 1A; transfer student consult with advisor.

40167	Online		M Bumgarner	3.0		
40169	Lec	MHG4	M Bumgarner	3.0	MW	0945- 1105
Above class meets at Morgan Hill Community site.						
40171	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						

**PSYC 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 CD 3. ADVISORY: Eligible for English 1A; transfer students consult with advisor.

40174	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. For more information, see a Gavilan counselor						
40176	Online		M Bumgarner	3.0		
40218	Lec	SBHS	R Brown	3.0	W	0600- 0905
Class meets at San Benito High School.						

**PSYC 5 Self-Assessment and Career Development****Transferable:** CSU; CSU-GE:E2; GAV-GE:E2

A course designed to assist the student in learning more about personal values, personality, interests, exploration of career choice, and occupational opportunities through the use of various personal assessment instruments. The delivery options for this course include online and self-paced formats. This course is also listed as GUID 1. ADVISORY: Eligible for English 250 and English 260. \$12 fee will be charged for career assessment materials.

40461	Lec	HUM 103	J Godley	3.0	TR	1250- 0210
\$12 fee will be charged for career assessment materials. Fee is payable at registration.						
40462			L Tenney	3.0		

**PSYC 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 CMUN 6. ADVISORY: English 250 and English 260.

40062	Lec	SS205	L Halper	3.0	MW	1120- 1240
This service learning course involves community work.						



**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](mailto:disted@gavilan.edu).

CRN	Type	Room	Instructor	Units	Days	Begin-End
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**PSYC 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 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 ANTH 9. ADVISORY: Eligible for English 250 and English 260.

40226	Lec	MHG4	M Bumgarner	3.0	MW	1120- 1240
Above class meets at Morgan Hill Community site.						

**PSYC 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.

40060	Fld Ex	SS107	C Oler	1.0		
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**PSYC 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.

40061	Ind	SS107	C Oler	2.0		
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**PSYC 27 Contemporary Leadership****Transferable:** CSU; GAV-GE:E2

A cross-disciplinary approach to the theory and practice of leadership. Includes effective communication styles including issues related to gender and culture. Class includes topics on ethics, power, and how to run effective meetings including the use of parliamentary procedure. Skills directly applicable to work, personal and college environments. May be repeated for a maximum of 10 units. Also listed as POLS 27. ADVISORY: Eligible for English 250 and English 260.

40916	Lec	SC154N	J Stewart	3.0	TR	0945- 1105
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**SOCIOLOGY****SOC 1A Introduction to Sociology****Transferable:** CSU, UC; CSU-GE:D0, IGETC:4J; GAV-GE:D2; CAN:SOC2

Analysis of the structure and dynamics of human society focusing on the development of culture, the socialization process, group behavior, social inequality, deviance, sexism, racism, and ageism, major social institutions, and human ecology. Emphasizes contemporary American society. ADVISORY: Eligible for English 250 and English 260. C-ID: SOCI 110

40063	Lec	SS210	R Kreider	3.0	TR	0945- 1105
40065	Lec	MHG13	R Kreider	3.0	M	0600- 0905
Above class meets at Morgan Hill Community site.						
40066	Online		R Kreider	3.0		

CRN Type Room Instructor Units Days Begin-End

### SOC 1B Introduction to Sociology: Social Problems

**Transferable:** CSU, UC; CSU-GE:D0, IGETC:4J; GAV-GE:D2; CAN:SOC4

This course provides an overview of how sociologists understand, identify, and address social problems. Students will be introduced to and critically evaluate various theories to explain and analyze social problems, their presence in our lives, and the extent to which they can be defined as social problems. In addition to identifying contemporary social problems, students will explore the root causes of these social problems and search for potential solutions. Some issues that may be examined are: economic globalization, immigration, poverty, inequalities in educational and employment opportunities, race and gender inequality, and the decline in social connections. **ADVISORY:** Sociology 1A. C-ID: SOCI 115

40067 Lec SS210 L Padilla 3.0 MW 1120- 1240  
This service learning course involves community work.

### SOC 3 Sociology of Race, Ethnicity and Cultural Identity

**Transferable:** CSU, UC; CSU-GE:D0, D3, IGETC:4J; GAV-GE:D2, F

This course is designed to introduce students to the basic sociological concepts and theories of race, ethnicity and cultural identity in U.S. society. Students will examine race, ethnicity and cultural identity as social constructs that permeate social structures and institutions, and how they change over time and space. Over the semester students will critically analyze the ways which race, ethnicity, class, and gender/sexuality continually shape people's lives and experiences. While the class focuses on U.S. societies, students will also critically compare and contrast race and ethnicity in other societies. **ADVISORY:** Eligible for English 250 and English 260.

40069 Lec HOL2 E Cervantes 3.0 M 0600- 0905  
Above class meets at the Hollister Briggs site.

### SOC 4 Sociology of Women and Men

**Transferable:** CSU, UC; CSU-GE:D0, D4, IGETC:4J; GAV-GE:D2

This course is designed to introduce students to gender as a basic organizing principle of social life. Students will examine how gender is socially constructed and how these constructions affect self identity, interpersonal interactions, and inequality in society. Students will critically analyze the interactions of gender with race, class, and sexuality. **ADVISORY:** Eligible for English 250 and English 260.

40070 Lec SS205 R Kreider 3.0 TR 1120- 1240  
This service learning course involves community work.

### SOC 10 Mass Media and Society

**Transferable:** CSU, UC; CSU-GE:C2, D0, IGETC:4J; GAV-GE:C2, D2

This course helps us understand the 20th century revolution in mass media by focusing on the history, economics and social impact of the newspaper, book publishing, magazine, film, television, public relations, advertising and music industries. We will study audience, propaganda and mass communication theory; we will discuss new technology, ethnic media in the U.S., ethical issues and attempts to regulate or control the media. Honors students will complete more in-depth analysis of media issues, and will finish a media-related research project. This course is also listed as JOUR 10. This course has the option of a letter grade or pass/no pass. **ADVISORY:** English 250, English 260

40064 Lec AR103 J Janes 3.0 MW 0810- 0930

### SOC 21 Marriage and the Family

**Transferable:** CSU; CSU-GE:E2; GAV-GE:E2

Survey of information for preparation for marriage, including dating, courtship, engagement, mate selection, gender roles and rules, adjustment and parenthood. The course will also cover the study of families and how they function. Special attention will be given to how our changing culture and work demands bring about added stress and change to the family, causing increased dysfunction and crisis. **ADVISORY:** Eligible for English 250 and English 260.

40068 Lec SS214 G Hinn 3.0 TR 0810- 0930

CRN Type Room Instructor Units Days Begin-End

## SPANISH

### SPAN 1A Elementary Spanish

**Transferable:** CSU, UC; CSU-GE:C2; GAV-GE:C2, F; CAN:SPAN2, SPAN SEQ A

Beginning course with emphasis on understanding and speaking Spanish; introduction to reading and writing Spanish. This course will also introduce students to Hispanic culture and institutions. This course has the option of a letter grade or pass/no pass.

40638 Lec HU105 A Marques 5.0 MTWR 0945- 1050  
ARR 2.8HRS  
40639 Lec HOL4 D Perez 5.0 MTWR 0945- 1050  
ARR 2.8HRS  
Above class meets at the Hollister Briggs site.  
40640 Lec HU105 A Marques 5.0 MTWR 1120- 1225  
ARR 2.8HRS  
40641 Lec HU105 D Perez 5.0 MTWR 0230- 0335  
ARR 2.8HRS  
40642 Lec HU105 E Schmidt 5.0 TR 0600- 0820  
ARR 2.8HRS

### SPAN 1B Elementary Spanish

**Transferable:** CSU, UC; CSU-GE:C2, IGETC:6A; GAV-GE:C2, F; CAN:SPAN4, SPAN SEQ A

Continuation of Spanish 1A. Further development of the four skills of understanding, speaking, reading and writing Spanish. This course will continue to emphasize the study of Hispanic culture and institutions. This course has the option of a letter grade or pass/no pass. **ADVISORY:** Spanish 1A or equivalent.

40644 Lec HOL4 D Perez 5.0 MTWR 0830- 0935  
ARR 2.8HRS  
Above class meets at the Hollister Briggs site.  
40645 Lec HU105 C Schalesky 5.0 MTWR 0400- 0505  
ARR 2.8HRS  
40646 Lec HU105 A Marques 5.0 MTWR 0830- 0935  
ARR 2.8HRS

### SPAN 2B Intermediate Spanish

**Transferable:** CSU, UC; CSU-GE:C2, IGETC:3B, 6A; GAV-GE:C2, F; CAN:SPAN10, SPAN SEQ B

Review of basic structures and grammar with greater emphasis on vocabulary and idioms. Introduction to literature as it reflects the characteristics of Hispanic societies. Greater emphasis on composition as a medium of expression. This course has the option of a letter grade or pass/no pass. **ADVISORY:** Spanish 2A or equivalent.

40670 Lec HU105 D Perez 5.0 MTWR 1250- 0155  
ARR 2.8HRS

### SPAN 8B Conversational Spanish

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

This course requires knowledge of Spanish pronunciation, basic vocabulary, and present tense grammar. More advanced grammar and vocabulary, and cultural elements will be taught in the development of listening, speaking, basic reading and writing skills. This course has the option of a letter grade or pass/no pass. **ADVISORY:** Spanish 8A or equivalent.

40671 Lec HU105 I Polo 3.0 W 0600- 0905

### SPAN 12B Spanish for Spanish Speakers

**Transferable:** CSU, UC; CSU-GE:C2, IGETC:6A; GAV-GE:C2, F

Continuation of 12A; through comparative analysis of selected literary works, the course develops an awareness of cultural and literary contributions from Mexico and other Spanish speaking societies. The course is taught in Spanish with emphasis on composition as a medium of expression. This course has the option of a letter grade or pass/no pass. **ADVISORY:** Basic Spanish speaking skills.

40635 Online □ S Malone 5.0

CRN	Type	Room	Instructor	Units	Days	Begin-End
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### SPAN 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.

40666	Ind	HU105	D Perez	1.0		
40667	Ind	HU105	A Marques	1.0		

## THEATRE ARTS / DRAMA / TELEVISION

### THEA 1 Theatre History

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

A survey of the history of theatrical performance, production and dramatic literature, including: early Greek, Roman, Asian, the Renaissance, Italian, English, modern European to contemporary American theatre. **ADVISORY:** Eligible for English 250 and English 260.

40672	Lec	TH125	S STAFF	3.0	TR	0400-0520
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### THEA 3 El Teatro Campesino

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

Reading, viewing and discussing the work of writer/director Luis Valdez and El Teatro Campesino (The Farmworkers Theatre) is the focus of this course. It traces the historical development of the theatrical company from its creation in 1965 to the present. Students will read actos, plays and view theatrical productions performed by El Teatro Campesino. This course has the option of a letter grade or pass/no pass. **ADVISORY:** Eligible for English 250 and English 260.

40706	Online		R Gonzalez	3.0		
03/05/12 - 05/25/12						

### THEA 11 Dance and Movement for the Theatre

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

A survey and introduction to basic dance genres and movement techniques suitable for Theatre Arts, including ballet, modern, jazz, social dance, musical theatre, improvisation and yoga. Emphasis on body awareness, movement in space, focus, breathing techniques, pantomime, choreography, musicality, rhythm and timing. May be repeated three times for credit. This course has the option of a letter grade or pass/no pass.

40685	L/L	TH125	E Falvey	2.0	TR	0900-1105
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### THEA 12A Fundamentals of Acting and Performance

**Transferable:** CSU, UC; CSU-GE:C1; GAV-GE:C1; CAN:DRAM8

This course explores the physical and psychological resources of the actor. Students achieve proficiency in individual and group contact, collaboration, theatre games, improvisation, basic theatre vocabulary, and sound and movement dynamics. Students emerge in formal scene presentations as well as critique live theatrical productions.

40673	L/L	TH125	S STAFF	3.0	TR	1250-0255
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### THEA 12B Fundamentals of Acting and Performance

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

This course explores the physical and psychological resources of the actor. Students achieve proficiency in individual and group contact, collaboration, theatre games, improvisation, basic theatre vocabulary, and sound and movement dynamics. Students engage in formal scene presentations as well as critique live theatrical productions. This course has the option of a letter grade or pass/no pass. May be repeated two times for credit. **ADVISORY:** Theatre Arts 12A.

40675	L/L	TH125	S STAFF	3.0	TR	1250-0255
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CRN	Type	Room	Instructor	Units	Days	Begin-End
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### THEA 13A Actor's Workshop

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

Audition, rehearsal and performance of a theatrical production for public performance.

40676	Lab	TH125	J Lawton-Haehl	3.0	MTWR	0630-0855
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### THEA 13B Actor's Workshop

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

Audition, rehearsal and performance of a theatrical production for public performance.

40678	Lab	TH125	J Lawton-Haehl	3.0	MTWR	0630-0855
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### THEA 13C Actor's Workshop

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

Audition, rehearsal and performance of a theatrical production for public performance. **ADVISORY:** Theatre Arts 13B.

40679	Lab	TH125	J Lawton-Haehl	3.0	MTWR	0630-0855
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### THEA 13D Actor's Workshop

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

Audition, rehearsal and performance of a theatrical production for public performance. **ADVISORY:** Theatre Arts 13C

40681	Lab	TH125	J Lawton-Haehl	3.0	MTWR	0630-0855
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### THEA 14 Stage Production

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

An individualized course in technical theatre production for the performing arts. Areas of study include: scenery, lighting, props, costumes, sound, make-up, public relations/box office management or stage management. May be repeated until a maximum of 9 units are accrued. **ADVISORY:** Eligible for English 250 and English 260.

40682	Lab	TH125	W Klipstine	1.0	MW	1250-0210
40683	Lab	TH125	W Klipstine	2.0	MW	1250-0355
40684	Lab	TH125	W Klipstine	3.0	MW	1250-0355
ARR 3HRS						

### THEA 16 Television History and Practice

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

This course examines theories, history and development of television technology and current distribution practices. Programming genres and production techniques are analyzed, evaluated and compared with other societies as tools of mass communication. This course is also listed as MCTV 16. **ADVISORY:** Eligible for English 250 and 260.

40616	Lec	LI144	T Widdowson	3.0	MW	1120-1240
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### THEA 17A Television and Video Workshop

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

An introduction to television and video technology, including pre-production, production and post-production techniques such as: camera work, studio equipment, lighting, audio plus off-line and on-line editing. This course is also listed as MCTV 17A. **ADVISORY:** Theatre Arts 16 Intro to TV or consent of instructor.

40617	L/L	LI144	E Montenegro A Valdez	3.0	TR	1250-0315
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CRN Type Room Instructor Units Days Begin-End

**THEA 17B Television and Video Workshop**

**Transferable:** CSU; GAV-GE:C1  
 Emphasis placed on production and post-production techniques in video production. Student knowledge and skills are increased by participating in live to tape projects. May be repeated twice for credit. This course is also listed as MCTV 17B. **ADVISORY:** Completion of Theatre Arts 17A.

40618 L/L LI144 E Montenegro 3.0 TR 1250-0315  
 A Valdez

**THEA 19 Television and Film Acting**

**Transferable:** CSU, UC; GAV-GE:C1  
 Theory and practice of acting for film and television. Students will learn basic performance techniques for the camera. Learning experiences include projects in broadcasting, reporting, commercials, public service announcements (PSA), comedy and drama. 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 MCTV 19.

40619 L/L LI144 R Gonzalez 3.0 TR 1120-1240  
 J James  
 ARR 3.2HRS

**THEA 20 Introduction to Scriptwriting**

**Transferable:** CSU; CSU-GE:C1  
 An introductory course on script development, writing and formatting for broadcast television and film production. This course has the option of a letter grade or pass/no pass. May be repeated three times for credit. **ADVISORY:** English 250

40700 Online R Gonzalez 3.0  
 03/05/12 - 05/25/12

**THEA 21 Mexican Dance and Folklore**

**Transferable:** CSU, UC; GAV-GE:C1, F  
 Selected regional dances of Mexico, taught for technical and cultural understanding. Emphasis is given to the origin, development and styling of the material. Students are afforded the opportunity of appearing in performances. May be repeated until a maximum of 8 units are accrued.

40701 L/L TH125 B Valles 2.0 S 0930-1235

**THEA 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.

40702 Fld Ex TH125 M Abad 1.0

**THEA 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.

40703 Ind TH125 M Abad 1.0  
 40704 Ind TH125 J Lawton-Haehl 1.0  
 40705 Ind TH125 R Gonzalez 1.0

CRN Type Room Instructor Units Days Begin-End

**THEA 98 Special Topics**

**Transferable:** CSU  
 Special topics courses examine current problems or issues of interest to students within a specific discipline area. For topical content information, consult with the appropriate department chairperson. For transfer status, check with a counselor. This course may have the option of a letter grade or pass/no pass.

40707 ARR TH125 E Montenegro 1.0  
 03/05/12 - 05/25/12

**VOCATIONAL PREP STUDENTS: DISABILITY**

**AE 600 Vocational Training I**

**Transferable:** No  
 Prevocational 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.

40540 Lab LI117 L Franklin  
 Open Entry/Open Exit  
 40541 Lab HOPEG T Merrill  
 C Brown  
 Above class meets off-campus: Above class meets at HOPE Services, 8855 Murray Ave., Gilroy. Open Entry/Open Exit  
 40542 Lab HOPEH C Brown  
 Above class meets off-campus: Above class meets at HOPE Services, 650 San Benito St. Suite #120, Hollister. Open Entry/Open Exit  
 40543 Lab LI171 C Brown TR 0910-1010  
 T Merrill  
 Students are required to register with a DRC Counselor for this section. Contact the Disability Resource Center office (LI 117).  
 40544 Lab LI117 C Brown W 0910-0400  
 T Merrill  
 Students are required to register with a DRC Counselor for this section. Contact the Disability Resource Center office (LI 117).  
 40545 Lab MHG3 T Merrill M 0810-1115  
 C Brown  
 40545 Lab MHG5 T Merrill M 1120-1230  
 C Brown  
 40545 Lab MHG3 T Merrill M 1240-0130  
 C Brown  
 Above class meets at Morgan Hill Community site. Students are required to register with a DRC Counselor for this section.  
 Contact the Disability Resource Center office (LI 117).  
 40546 Lab APE101 K Sato TR 1010-1110  
 Students are required to register with a DRC Counselor for this section. Contact the Disability Resource Center office (LI 117).  
 40547 Lab APE120 C Brown TR 1120-1240  
 Students are required to register with a DRC Counselor for this section. Contact the Disability Resource Center office (LI 117).

**AE 602 Vocational Training III**

**Transferable:** No  
 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.

40548 Lab HOPEH C Brown  
 Above class meets off-campus: Above class meets at HOPE Services, 650 San Benito St. Suite #120, Hollister. Open Entry/Open Exit  
 40550 Lab LI117 L Franklin Open Entry/Open Exit  
 40551 Lab HOPEG T Merrill  
 C Brown  
 Above class meets off-campus: Above class meets at HOPE Services, 8855 Murray Ave., Gilroy. Open Entry/Open Exit

**AE 603 Vocational Training IV**

**Transferable:** No  
 AE 603 is a job readiness course which provides opportunities for individuals with disabilities to participate in service-learning activities and job readiness training leading to job development and placement in a community setting.

40552 Lab MHG5 T Merrill F 0945-1250  
 Above class meets at Morgan Hill Community site. Above class meets at Morgan Hill Community site. Students are required to register with a DRC Counselor for this section. Contact the Disability Resource Center office (LI 117). Open Entry/Open Exit.

CRN Type Room Instructor Units Days Begin-End

**AE 605 Vocational Training VI**

**Transferable:** No  
This course is designed for students with disabilities. The purpose of this course is to improve the student's ability to participate in the community, by increasing independence through acquisition of survival vocabulary, structured practice in functional reading utilizing phonics and content recognition, and increased enjoyment in reading for pleasure. Students will read stories written or revised specifically for adults with limited reading skills.

40553 Lab BU103 C Brown R 1250- 0210  
Students are required to register with a DRC Counselor for this section. Contact the Disability Resource Center office (LI 117).

**AE 613 Independence Training IV**

**Transferable:** No  
This course is designed for students with disabilities. The purpose of this course is to improve the student's ability to build math competencies related to independence in daily living and the work site. The focus of the class is basic computation, consumer awareness, money management, banking and purchasing.

40554 L/L APE120 C Brown T 1250- 0210  
Students are required to register with a DRC Counselor for this section. Contact the Disability Resource Center office (LI 117).

**AE 636 Adapted Physical Education**

**Transferable:** No  
An individualized program of adapted physical education activities designed to meet the needs of students who have physical limitations or disabilities. The course assists in the development and appreciation of physical activity as a regular planned contribution to one's overall well-being. This course is for the non-matriculating student, is not graded and is without college credit. ADVISORY: Students must be able to document a physical disability.

40555 Lab LOADCS1 J Maringer-Can MWF 0945- 1055  
K Sato  
Above class meets at Live Oak Adult Day Services, 651 West Sixth St., Gilroy. Open Entry/Open Exit  
40860 Lab GYPOOL K Sato  
Open Entry/Open Exit  
40861 Lab LOADCS1 J Maringer-Can TR 0945- 1105  
Above class meets off-campus: Above class meets at Live Oak Adult Day Services, 651 West Sixth St., Gilroy. Open Entry/Open Exit

**WATER - WASTEWATER TECHNOLOGY**

**WTRM 101 Introduction to Water - Wastewater Technology**

**Transferable:** CSU  
This course constitutes an introduction to Water-Wastewater- Distribution Industry. Topics include industry careers, required certifications, hydrologic cycle, watersheds, water/wastewater treatment methods, valves and equipment, as well as industry standard math formulas and conversion factors. ADVISORY: Eligible for Mathematics 205.

40804 Lec PB7 J Hartley 3.0 T 0600- 0905

**WTRM 102 Beginning Water - Wastewater-Distribution Math**

**Transferable:** CSU  
This course covers basic math concepts used in the water- wastewater-distribution industry. Topics include industry standard formulas, conversion factors, fractions, decimals, percentages, ratios, area and volume. ADVISORY: Eligible for Mathematics 205.

40805 Lec PB7 E Waggoner 3.0 R 0600- 0905

CRN Type Room Instructor Units Days Begin-End

**WORK EXPERIENCE**

**CWE 190 Occupational Work Experience**

**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.

40810 Wrk Ex LI101A S Sweeney 1.0 Orientations: 2/10 at noon, 3/2 at 4:30 pm, 4/25 at 8:00am in the North/South Lounge Last day to add 1 unit class is 4/30/11  
40811 Wrk Ex LI101A S Sweeney 2.0 Orientations: 2/10 at noon, 3/2 at 4:30 pm and 4/25 at 8am in the North/South Lounge Last day to add 2 unit class is 4/20/11  
40812 Wrk Ex LI101A S Sweeney 3.0 Orientations: 2/10 at noon, 3/2 at 4:30 pm, 4/25 at 8am in the North/South Lounge Last day to add 3 unit class is 3/23/11  
40813 Wrk Ex LI101A S Sweeney 4.0 Orientation: 2/10 at noon, 3/2 at 4:30pm and 4/25 at 8am in the North/South Lounge Last day to add 4 unit class is 3/1/11

**CWE 192 General Work Experience Education**

**Transferable:** CSU  
General work experience for students who have a job unrelated to their major. General work experience is supervised employment which is intended to assist students in acquiring desirable work habits, attitudes and career awareness. 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.

40814 Wrk Ex LI101A S Sweeney 1.0 Orientations: 2/10 at noon, 3/2 at 4:30 pm, 4/25 at 8am. Last day to add 1 unit is 4/30/11 Placement through instructor at community sites for Service Learning and Volunteer positions available.  
40818 Wrk Ex LI101A S Sweeney 2.0 Orientations: 2/10 at noon, 3/2 at 4:30pm, 4/25 at 8am. Last day to add 2 unit is 4/2/11 Placement through instructor at community sites for Service Learning and Volunteer positions available.  
40819 Wrk Ex LI101A S Sweeney 3.0 Orientations: 2/10 at noon, 3/2 at 4:30pm, 4/25 at 8am in the North/South Lounge. Last day to add the 3 unit class is 3/23/11.  
40820 Wrk Ex LI101A S Sweeney 4.0 Orientations: 2/10 at noon, 3/2 at 4:30 pm, 4/25 at 8am in the North/South Lounge. Last day to add 4 unit class is 3/1/11



The Puente Project is a two-semester program that combines three components: writing, counseling and mentoring to support students to transfer to four-year universities and colleges. The Guidance 6 course focuses on self assessment and career development. The English 1A course focuses on Mexican American / Latino literature. The program also includes a student leadership conference, university visits and mentor/student socials. The program is open to all eligible students. For more information, call Celia Marquez, Puente Coordinator at 408-848-4807.

**Required:** Complete a program application with the Puente Counselor prior to registration.

**GUID 1** CRN 40377 Marquez C MW 1120A-1240P  
Students will need to complete 10 hours of mentoring.

**ENGL1A** CRN 40189 Sandler S TuTh 1120A -1240P

# NONCREDIT PROGRAM

**NO QUIZZES!  
NO TESTS!  
NO LETTER GRADES!  
NO FEES!**

**(408) 852-2824**

Noncredit classes are open to all students and community-members. All classes are free of charge, although some have a materials fee. There are no tests, no quizzes and no letter grades. You may register in the Admissions & Records Office or on the first day of class.

## SPRING CLASSES

CRN Type Room Instructor Days Times Dates

### ALLIED HEALTH

#### AH 793 Personal and Career Development

**Transferable:** No

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.

40900	Lab	HU101	STAFF	MTWR	830- 1230	Jan 3-Jan 27
40901	Lab	HU101	STAFF	MTWR	100- 0500	Jan 3-Jan 27
40902	Online		S Sweeney			
40903	Online		B Arteaga			Apr 9 - 13
40904	Online		B Arteaga			May 29 - June 8

### ENGLISH

#### ENGL 749 Writers' Workshop

**Transferable:** No

Writers' Workshop is an open enrollment class that allows community members and students from all disciplines to participate in a regularly scheduled, instructor-facilitated writing response group. Activities include focused response to participants' writing, generative writing games and prompts and interaction with visiting writers and scholars.

40909	Lec	LI120	K Smith	W	0230pm- 0530 pm	
40910	Lec	LI120	K Warren	T	0900am- 1000 am	
	Lec	LI120	S Sandler	W	1045am- 1145 am	

#### ENGL 756 GED Preparation

**Transferable:** No

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.

40895	Lab	HOL1	E Yu-Costa	S	0830- 1230	
						Class meets in Hollister, Briggs Bldg.
40896	Lab	HOL2	STAFF	S	0830- 1230	
						Class meets in Hollister, Briggs Bldg. This class is taught entirely in Spanish.

CRN Type Room Instructor Days Times Dates

### ENGLISH AS A SECOND LANGUAGE

#### ESL 702A ESL Citizenship

**Transferable:** No

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.

40864	Lec	HOL1	D McMullen	T	0600- 0900	
						Class meets in Hollister, Briggs Bldg
40865	Lec	STF1	D Stuker	TR	0600- 0730	
						Class meets at the St. Frances Building in Gilroy.
40866	Lec	MHG13	E Yu-Costa	R	0600- 0900	
						Class meets at the Morgan Hill Community Center

#### ESL 704A ESL for the Workplace

**Transferable:** No

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.

40906	Lab	CTC1	L Rivoallon	MWF	0900- 1100	
						Class meets at GUSD/Gavilan Computer Technology Center, Rm 1, in Gilroy
40907	Lab	SVALLYE7	M Vargas-Padil	TWR	0700- 0900	
						Class meets at South Valley Junior High, Rm E7, Gilroy.
40908	Lab	JS1	N Vargas	MW	0500- 0800	
						Class meets at Jasmine Square Apartments, Morgan Hill

#### ESL 775 ESL Literacy I

**Transferable:** No

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.

40879	Lec	LLC1	E Yu-Costa	MWF	0815- 0945	
						Learning and Loving Center in Morgan Hill
40880	Lec	ROH	M Rodriguez	MW	0600- 0830	
						R.O. Hardin Elementary School, Rm 130 Hollister.

CRN Type Room Instructor Days Times Dates

**ESL 777 ESL Lifeskills 1**

**Transferable: No**

This is the first course in a series of survival 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 the family, food, health, and occupations to manage in the real world. The course emphasizes oral communication and integrates listening, speaking, reading, and writing. ADVISORY: Placement into ESL Lifeskills by the CASAS placement test.

- 40867 Lec ROH31 C Annotti MW 0600- 0830  
R.O. Hardin Elementary School, Rm 31, Hollister.
- 40868 Lec HOL1 H Manson F 0900- 1130  
HOL5 M 0100-0330  
Hollister, Briggs Bldg.
- 40869 Lec CALAVR J Villicana MF 0600- 0730  
Lec CALAVR J Villicana W 0530- 0730  
Calaveras Elementary School in Hollister.
- 40870 Lec MHG11 L Bowles Hasba MW 0630- 0900  
Meet at Morgan Hill Community Center
- 40871 Lec CTC1 M Rodriguez TR 0900- 1130  
GUSD/Gavilan Computer Technology Center, Rm1.

**ESL 778 ESL Lifeskills 2**

**Transferable: No**

This is the second course in a series of classes in survival English for students with very little oral or written English competency. It will give students basic vocabulary and familiarity in life skill areas such as the family, food, health, and occupations to manage in the real world. The course emphasizes oral communication and integrates listening, speaking, reading, and writing. ADVISORY: Placement into ESL Lifeskills by the CASAS placement test and successful completion of ESL 777.

- 40872 Lec SBCL G Segovia TR 0900- 1130  
San Benito County Library, Hollister.
- 40873 Lec SUNNY M Rodriguez TR 0600- 0830  
Sunnyslope Elementary School, Rm 15, Hollister

**ESL 779 ESL Lifeskills 3**

**Transferable: No**

This is the third in a series of classes in survival English for students with little oral or written English competency. It will give students expanded basic vocabulary and familiarity in life skill areas such as the weather, transportation, employment, and American holidays and customs to manage in the real world. The course emphasizes oral communication and integrates listening, speaking, reading, and writing. ADVISORY: Placement into ESL Lifeskills by the CASAS placement test and successful completion of ESL 778.

- 40874 Lec MHG13 L Hasbany TR 0900- 1130  
Morgan Hill Community Center
- 40875 Lec CTC3 S Morley MW 0630- 0900  
GUSD/Gavilan Computer Technology Center, Rm 3
- 40876 Lec CTC3 S Morley MW 0900- 1130  
GUSD/Gavilan Computer Technology Center, Rm 3
- 40877 Lec CALAVR J Villicana MF 0730- 0900  
Lec CALAVR J Villicana W 0730- 0930  
Calaveras Elementary School, Rm D-2, Hollister.

**Classroom Locations:**  
Refer to "How to Use This Schedule" on page 8.

CRN Type Room Instructor Days Times Dates

**ESL 780 ESL Lifeskills 4**

**Transferable: No**

This is the fourth course in a series of survival English for students with little oral or written English competency. It will give students expanded basic vocabulary and familiarity in life skill areas such as weather, transportation, employment, and American holidays and customs to manage in the real world. The course emphasizes oral communication and integrates listening, reading, writing. ADVISORY: Placement into ESL Lifeskills by the CASAS placement test and successful completion of ESL 779.

- 40878 Lec HOL6 C Coutu WF 0630- 0900  
Hollister, Briggs Bldg.

**GUIDANCE**

**GUID 700 Online Basic Academic Skills**

**Transferable: No**

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.

- 40894 Online CLASS J Maringer-Cantu

**HUMANITIES**

**HUM 767 Film Classics**

**Transferable: No**

This class is designed to study the facts, fantasy, history and trivia of classic and modern films. The background and history of each film and its performance will be compared and contrasted.

- 40882 Lab PLY G Richards W 0200- 0500  
Morgan Hill Playhouse.

**LIBRARY**

**LIB 732 Introduction to Online Gavilan**

**Transferable: No**

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.

- 40890 Online S Lawrence

All noncredit classes are open entry/exit and free of charge.



CRN	Type	Room	Instructor	Days	Times	Dates
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**LIB 736 Library Research: Develop a Topic****Transferable: No**

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.

40911	Online		A Sargent			02/20/12 - 04/01/12
40912	Online		A Sargent			02/20/12 - 04/01/12
40913	Online		G Curtis			02/27/12 - 04/06/12

**LIB 737 Library Research: Avoid Plagiarism****Transferable: No**

Designed for entry-level student research. Beginners are introduced to rules of college research, strategies to avoid accidental plagiarism, Gavilan's plagiarism policy, best methods of planning and organizing notes and supporting your research topic.

40914	Online		A Sargent			03/05/12 - 04/25/12
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**LIB 740 Information Competency for Nursing Assistants****Transferable: No**

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).

40884	Online		J Howell			02/21/12 - 03/19/12
40885	Online		J Howell			02/21/12 - 03/19/12
40886	Online		J Howell			02/21/12 - 03/19/12

**LIB 741 Information Competency for the Life Cycle****Transferable: No**

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.)

40883	Online		J Howell			02/21/12 - 03/19/12
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You must have an email account to take an online course. Get started by going to <http://www.gavilan.edu/disted>. Unless you have made prior arrangements with the instructor, you MUST log on by 11:59 pm on the first day of the course. Late adds must login within 24 hours of adding this course. If you miss the deadline you may be dropped.

For help, contact your instructor or email [disted@gavilan.edu](mailto:disted@gavilan.edu).

CRN	Type	Room	Instructor	Days	Times	Dates
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**LIB 742 Information Competency for Nutrition****Transferable: No**

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

40887	Online		J Howell			02/21/12 - 03/19/12
40888	Online		J Howell			02/21/12 - 03/19/12
40889	Online		J Howell			02/21/12 - 03/19/12

**MUSIC****MUS 763 Music Encounters****Transferable: No**

A class for older adults that provides musical activities to stimulate and sustain their auditory function, discernment of sounds and manual dexterity. Students will enjoy music, new and old, by listening, singing, playing and creating music in a group setting.

40891	Lec	SOLB7	A Quartuccio	W		0655- 1000 Solorsano Middle School, Rm. B7, Gilroy,
40892	Lec	MU101	B Ruggles	T		0655- 1000

# SPA DAY

for Men & Women

only \$30 w/o coupon - \$35

INCLUDES

- ✓ Hair cut & style
- ✓ Deep conditioning
- ✓ Scalp treatment
- ✓ Manicure
- ✓ Facial
- ✓ Eyebrow arch
- ✓ Makeup
- no substitutions*

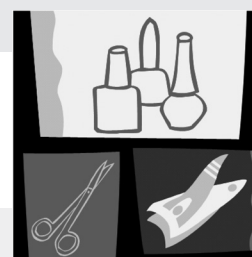
DISCOUNTS

Senior Citizens: 20% daily  
Staff/Students: 10% daily

Discounts not applicable to DAILY SPECIALS, Special perms or any

DAILY SPECIALS

<b>Wed:</b>	<b>Thurs/Fri:</b>	<b>Wed/Fri:</b>
Hair Cut ONLY - \$5.50	All Basic Perms - 20% off	Hair Color - 20% off
Hair Cut & Style - \$10	Plain Manicure - \$11	



**Spring/Fall hours**  
Wed-Fri 10:00 am - 2:30 pm  
**Summer hours**  
Tu-Th 10:30 am - 3:30 pm

All work performed by students supervised by instructors. Discounts not applicable to daily specials, special color, special perms or any service under \$6.

**Schedule Development Team**

Rosie Armstrong, Mimi Arvizu, Sherrean Carr, Jan Bernstein Chargin, Michele Cortes, Katie Day, Bonnie Donovan, Fran Lopez, Michelle Lopez, Fran Lozano, Noemi Naranjo, Terry Newman, Jesus Olivas, Rachel Perez, Dave Phillips, John Pruitt, Diane Stone, Cindy Starr, Candice Whitney  
Photos by: Jan Bernstein Chargin, Pablo Balancio, James Frazier, Norm Haughey, Kimberly Smith, Cindy Starr  
Printed by: Casey Printing

# ROP 408-848-4816



Regional Occupational Program (ROP) training is offered to residents of Santa Clara and San Benito Counties by the Santa Clara County Office of Education. Some classes are offered at Gavilan College, through which you may earn high school or college credit, and upon completion may be eligible for advanced placement at Gavilan College. ROP provides students with training to secure jobs, upgrade skills, or prepare for advanced career education. Students must be 16 years of age or older to participate. Classes are free for both high school students and adults. Gavilan College fees are charged for Gavilan College credit. ROP classes may have additional fees for textbooks and supplies. Students enrolled in ROP classes do not qualify for Financial Aid.

## Spring Classes

### ROP Accounting

#### General Office Accounting

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. For college credit, enroll in Gavilan's ACCT 103.

Room	Instructor	Day	Time
BU 103	T Ratchford	W	0220-0525

#### Payroll Accounting

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. For college credit, enroll in Gavilan's ACCT 105.

Room	Instructor	Day	Time
MHG 10	Staff	T	0600-0905
Morgan Hill Community Center.			

#### Computerized Accounting - QuickBooks

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. For college credit, enroll in Gavilan's ACCT 120.

Room	Instructor	Day	Time
BU 111	Staff	W	0600-0905

### ROP Business Office Technology

#### Medical Terminology for the Office

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. For college credit, enroll in Gavilan's BOT 180.

Room	Instructor	Day	Time
BU120	D Knapp	T	0600-0905

#### Medical Billing - MediSoft

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. For college credit, enroll in Gavilan's BOT 181.

Room	Instructor	Day	Time
BU110	D Knapp	R	0600-0905

#### Medical Office Procedures

This specialized course includes medical office procedures, patient record management, coding/billing for the 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..

Room	Instructor	Day	Time
BU 110	D Knapp	W	0600-0905

#### Workplace Skills

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.

Room	Instructor	Day	Time
HOL 3	F. Mendez	M	0130-0320
Hollister Briggs Building			
MHG8	F. Mendez	F	1130-0120
Morgan Hill Community Center			

### ROP Clinical Medical Assisting

#### Advanced Clinical Medical Assisting

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.

Room	Instructor	Day	Time
HOB114	D Comella-Hilde	MTW	0100-0430

## ROP Computer Applications

### Computer Literacy - MS Office

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. For college credit, enroll in Gavilan's CSIS 1.

Room	Instructor	Day	Time	
BU111	S Gaffney	MW	0900-1105	02/01/12 - 03/21/12
BU110	S Gaffney	T	0600-0905	02/28/12 - 05/15/12

### Spreadsheet - MS Excel

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 ACCT 121. ADVISORY: CSIS 1 or CSIS 2 or equivalent computer experience. For college credit, enroll in Gavilan's CSIS 121.

Room	Instructor	Day	Time	
HOL3	F Mendez	W	0400-0555	
Class meets at the Hollister Briggs site.				

### Windows Fundamentals

This course provides fundamental information on the Windows environment for the computer. Introductory Windows operations and file management are covered. This is a pass/no pass course. This course may be repeated three times for credit. ADVISORY: Basic keyboarding skill. For college credit, enroll in Gavilan's CSIS 124.

Room	Instructor	Day	Time	
HOL 3	F Mendez	W	0130-0335	02/01/12 - 03/21/12
Class meets in Hollister, Briggs Building				

### Word Processing - MS Word

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 and may be repeated for credit when the software changes. ADVISORY: Eligible for English 260 and basic keyboarding skills. For college credit, enroll in Gavilan's CSIS 126.

Room	Instructor	Day	Time	
HOL3	F Mendez	M	0400-0550	
Class meets in Hollister, Briggs Building				
MHG8	F Mendez	F	0900-1050	
Class meets in Morgan Hill, Community Center				

## ROP Nursing Assistant

### Fundamentals of Nursing-Convalescent

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. For college credit, enroll in Gavilan's AH 180.

Room	Instructor	Day	Time
HOB114	M Machado	MT	0900-1200 (Lec)
HOB114	M Machado	W	0630am-0130pm (Lab)
HOB114	M Machado	MT	0900-1200 (Lec)
HOB114	M Machado	R	0630-0130 (Lab)



## Short-term Training Program ROP Dental Assisting

Call the ROP Main Office at  
**(408) 842-0361**  
for more information.

*This course includes instruction in chairside assisting as well as x-ray certification.*

Cash, check, MasterCard and Visa accepted.

Students who have a check returned for insufficient funds will be dropped from the class.

No refunds

**Location:** ROP-South, 700 West 6th Street, Ste. F, Gilroy

**Online Registration ONLY:** 25 spaces available  
Tuesday, January 10, 2012 at 8 a.m.  
Follow link from <http://sccoe.org/depts/scrop/>

### Class dates and times:

January 30, 2012-June 22, 2012  
Mon-Fri, 9:30 am - 3:00 pm

**Vaccine Requirement:** At the time of payment, you must provide documentation that indicates the Hepatitis B injection series has been completed or started. You will not be admitted into the program without documentation.

### Cost:

Textbook:	80.00
Course Fee	595.00
Total Cost of program:	\$ 675.00

Price subject to change

Students must provide 2 smocks and appropriate shoes

**ROP Additional locations**

All day classes offered at high school locations are part of the regular high school schedule. Adults are admitted on a space-available basis by contacting the high schools.

**ROP Instructional Services  
Gilroy - 408-842-0361**  
Dental Assisting

**San Andreas High School  
831-637-9269**  
Computer Bus. Applications

**San Benito High School  
831-637-5831, ext. 185**  
Advanced Art AP  
Advanced Multi-Media  
Ag. Fabrication-Construction  
Architectural Design  
Art Metal Design  
Auto Mechanics  
Cabinet Making  
Careers w/Children  
Child Development/  
Vocational  
Commercial Art  
Computer Aided Drafting/  
C.A.D.  
Computer Applications  
Computer Maintenance  
Floriculture  
Food Service/Restaurant  
Careers  
Metals Fabrication  
Sales Marketing  
Sports Medicine

**Ann Sobrato High School  
408-201-6200**  
Advanced Multi-Media  
Agriculture Construction  
Art & History of Floral Design  
Commercial Advanced  
Photography  
Commercial Art  
Environmental Horticulture  
Graphic Design  
Veterinary Science  
Visual Communications  
(Digital Media)

**Anzar High School  
408-623-7660**  
Audio Video Publishing/  
Multi-Media  
Photography

**Central Continuation  
High School  
408-201-6300**  
Computer Business  
Applications

**Christopher High School  
408-843-4124**  
Digital Design & Animation  
I & II  
Professional Dance

**Gilroy High School  
408-847-2424**  
Advanced Auto Technology  
Art & History of Floral  
Design  
Biotechnology  
Culinary Arts  
Commercial Photography  
Computer Business  
Applications  
Criminal Justice  
Marketing & Merchandising  
Sports Medicine I & II  
Veterinary Science

**Live Oak High School  
408-201-6129 or 408-201-  
6111**  
Advanced Multi-Media  
Art & History of Floral Design  
Cabinetmaking  
Construction Technology  
Fashion Design  
General Merchandising &  
Marketing  
Graphics Technology  
Veterinary Science  
Visual Communication (Digital  
Media)  
Technical Writing  
Wood Sculpture/Design

**GAVILAN COLLEGE**

**COMMUNITY EDUCATION**

- Short-term
- Not-for-credit
- in-person and online



**Career Training Programs**

Advanced Water Distribution

Basic Water Distribution

Backflow Prevention

Paralegal

Pharmacy Technician

Fundamentals of Supervision

Veterinary Technician

Personal Trainer

**.....plus a great variety of activity,  
skills, and just-for-fun classes**

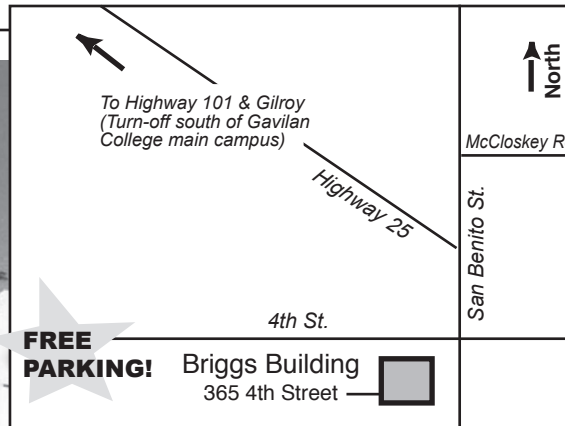
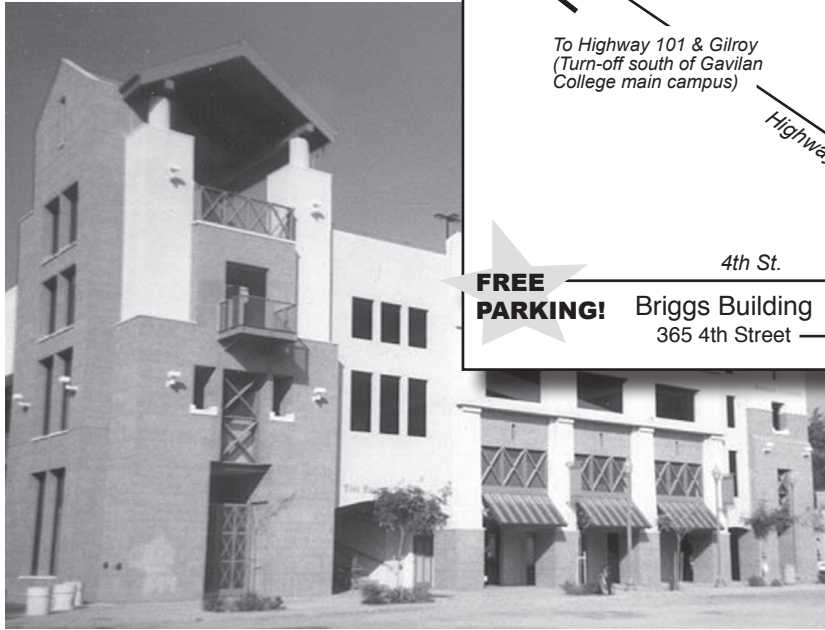
**www.GavilanCE.com**

**408-852-2801**

**Room CJ 500**

CRN	Course	Title	Units	Days	Time	Dates	Instructor	Room
40413	KIN 37	SOFTBALL	1	M-F	10:00A-1:30P	Jan 2 - Jan 27	Dequin	GYM
40429	KIN 65	BASEBALL	1	M-F	1:00P-4:30P	Jan 2 - Jan 27	Andrade	GYM
40391	BIO 21	FIELD ECOLOGY	4	Th	6:30P-8:35P	Jan 5	Morales	HOL 4
40391	BIO 21	FIELD ECOLOGY	0	Th-Sun	6:00A-2:00P	Jan 12 - Jan 15	Morales	
40391	BIO 21	FIELD ECOLOGY	0	F	9:00A-2:00P	Jan 20	Morales	HOL 4
40499	MATH 2C	DIFFERENTIAL EQUA	3	MTuThF	12:50P-2:10P	Jan 31 - Mar 24	Dresch	PS 102
40803	BOT 112	BUS COMP/MACHINES	0.5			Jan 31 - May 25	Gaffney	BU 110
40714	CSIS 112	KEYBOARD SPEED BLDG	0.5			Jan 31 - May 18	Gaffney	BU 110
40729	CSIS 8	INTRO TO INTERNET	1			Jan 31 - Mar 23	Venable	ONLINE
40766	CSIS 85	WEB DESIGN I: DREAM	2			Jan 31 - Mar 28	Lawrence	ONLINE
40767	DM 85	WEB DESIGN I: DREAM	2			Jan 31 - Mar 28	Lawrence	ONLINE
40765	ART 85	WEB DESIGN I: DREAM	2			Jan 31 - Mar 28	Lawrence	ONLINE
40081	ATH 35	INTER. BASKETBALL	1	M-F	2:30P-4:30P	Jan 31 - Mar 23	Addison	GYM
40419	BIOT 104	BIOTECHN SEMINAR	1	Sat	9:10A-11:00A	Jan 31 - Mar 25	Bach	PS 105
40564	CSIS 1	COMPUTER LITERACY	2	MW	9:00A-11:05A	Feb 1 - Mar 21	Gaffney	BU 111
40754	CSIS 129	PRESENTATN GRAPHICS	1	W	4:00P-5:50P	Feb 1 - Feb 22	Mendez	HOL 3
40755	CMUN 129	PRESENTATN GRAPHICS	1	W	4:00P-5:50P	Feb 1 - Feb 22	Mendez	HOL 3
40158	AH 16	IV THERAPY	1	Th	8:00A-9:20A	Feb 2 - Feb 16	Amaro	HOB 114
40158	AH 16	IV THERAPY	1	Th	8:00A-9:20A	Feb 2 - Feb 16	Stubblefield	HOB 114
40745	CSIS 126	WORD PROCESS-MS WRD	2	F	9:00A-10:50A	Feb 3- Apr 20	Mendez	MHG 5
40269	CD 160	CHILD CARE 1ST AID	0	Sat	9:00A-4:00P	Feb 3 - Feb 11	Alonzo	
40269	CD 160	CHILD CARE 1ST AID	1	F	6:00P-9:05P	Feb 3 - Feb 11	Alonzo	CDC 100
40719	CSIS 6	WEBPAGE AUTHORIZING I	2			Feb 6 - Mar 23	Howell	ONLINE
40721	DM 6	WEBPAGE AUTHORIZING I	2			Feb 6 - Mar 23	Howell	ONLINE
40722	LIB 6	WEBPAGE AUTHORIZING I	2			Feb 6 - Mar 23	Howell	ONLINE
40757	CSIS 134	INTERMEDIATE EXCEL	2	Th	11:20A-2:10P	Feb 9 - May 17	Conrey	BU 111
40728	CSIS 8	INTRO TO INTERNET	1	MW	11:20A-1:25P	Feb 13 - Mar 14	Bryson	HOL 3
40752	CSIS 129	PRESENTATN GRAPHICS	1	MW	9:00A-11:05A	Feb 22 - Mar 14	Bryson	HOL 3
40753	CMUN 129	PRESENTATN GRAPHICS	1	MW	9:00A-11:05A	Feb 22 - Mar 14	Bryson	HOL 3
40566	CSIS 1	COMPUTER LITERACY	2	Tu	6:00P-9:05P	Feb 28 - May 15	Thompson	BU 111
40648	CSIS 1	COMPUTER LITERACY	2	Th	6:00P-9:05P	Mar 1 - May 17	Thompson	HOL 3
40492	ACCT 121	SPREADSHEET-MS EXCL	2	Th	6:00P-9:05P	Mar 1 - May 17	Ezeokeke	BU 111
40493	CSIS 121	SPREADSHEET-MS EXCL	2	W	6:00P-9:05P	Mar 1 - May 17	Ezeokeke	BU 111
40749	CSIS 128	DATABASE-MS ACCESS	2	W	11:20A-2:10P	Mar 2 - May 18	Conrey	BU 111
40707	THEA 98	SPECIAL TOPICS	1			Mar 5 - May 25	Abad	TH 125
40700	THEA 20	INTRO SCRIPTWRITING	3			Mar 5 - May 25	Gonzalez	ONLINE
40706	THEA 3	EL TEATRO CAMPESINO	3			Mar 12 - May 25	Gonzalez	ONLINE
40744	CSIS 124	WINDOWS FUND	1	Tu	12:50P-2:20P	Mar 13 May 15	MilarBU	111
40352	CSIS 121	SPREADSHEET-MS EXCL	2	MW	11:20A-1:25P	Mar 19 - May 16	Bryson	HOL 3
40351	ACCT 121	SPREADSHEET-MS EXCL	2	MW	11:20A-1:25P	Mar 19 - May 16	Bryson	HOL 3
40747	CSIS 126	WORD PROCESS-MS WRD	2	MW	9:00A-11:05A	Mar 19 - May 16	Bryson	HOL 3
40565	CSIS 1	COMPUTER LITERACY	2	MW	9:00A-11:05A	Mar 26 - May 16	Gaffney	BU 111
40723	CSIS 6	WEBPAGE AUTHORIZING I	2			Mar 26 - May 18	Howell	ONLINE
40730	CSIS 8	INTRO TO INTERNET	1			Mar 26 - May 25	Venable	ONLINE
40720	DM 6	WEBPAGE AUTHORIZING I	2			Mar 26 - May 18	Howell	ONLINE
40412	KIN 27	BASKETBALL	0.5	TuTh	2:30P-4:29P	Mar 26 - May 25	Addison	GYM
40417	KIN 46	AGILITY/STRENGTH DEV	0.5	M-Th	4:00-4:59P	Mar 26 - May 25	Gilford	GYM
40422	KIN 61	SWIM FOR FITNESS	0.5	TuTh	5:15P-6:35P	Mar 26 - May 25	Dodd	GYM
40455	KIN 9A	FUND OF SOCCER	2	TuTh	1:00P-4:00P	Mar 26 - May 25	Johnson	GYM
40456	KIN 9B	FUND OF SOCCER	2	TuTh	1:00P-4:00P	Mar 26 - May 25	Johnson	GYM
40724	LIB 6	WEBPAGE AUTHORIZING I	2			Mar 26 - May 18	Howell	ONLINE
40500	MATH 2	LINEAR ALGEBRA	3	MTuThF	12:50P-2:10P	Mar 26 - May 25	Dresch	PS 102
40425	KIN 77	FOOTBALL	0.5	TuWTh	5:00P-6:30P	Apr 17 - May 25	Gilford	ATHFLD
40159	AH 16	IV THERAPY	1	F	9:00A-3:30P	Apr 20 - May 4	Amaro	HOB 1
40159	AH 16	IV THERAPY	1	F	9:00A-3:30P	Apr 20 - May 4	Stubblefield	HOB 114
40732	BOT 191A	WORKPLACE SKILLS	1	F	11:30A-1:20P	Apr 27 - May 18	Mendez	MHG 8
40731	BOT 191A	WORKPLACE SKILLS	1	M	1:30P-3:20P	Apr 30 - May 31	Mendez	HOL 3

# Short-Term Classes



Briggs Building  
365 Fourth St.  
Hollister, CA 95023  
(831) 636-3783



Judy Rodriguez,  
Instructional Site Director  
Natalie Juarez,  
Program Service Specialist

**Ride the Bus!**

County Express...from Hollister to the Gilroy campus!

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CRN	Course	Title	Units	Days	Time	Dates	Instructor
40351	ACCT 121	SPREADSHEET-MS EXCL	2	MW	11:20A-1:25P	March 19 - May 16	Bryson
40463	ACCT 121	SPREADSHEET-MS EXCL	2	W	4:00P-5:50P		Mendez
40023	ANTH 1	INTRO PHYSICAL ANTH	3	W	2:30P-5:35P		Etler
40100	ART 1B	ART HISTORY	3	W	6:00P-9:05P		STAFF
40126	ART 25A	ART METHODS	3	F	4:00P-8:05P		McGinn
40127	ART 25B	CONCEPT ART METHODS	3	F	4:00P-8:05P		McGinnis
40391	BIO 21	FIELD ECOLOGY	4	Th	6:30P-8:35P		Morales
40391	BIO 21	FIELD ECOLOGY	0	F	9:00A-2:00P		Morales
40731	BOT1 91A	WORKPLACE SKILLS	1	M	1:30P-3:20P	April 30- May 31	Mendez
40128	CD 25A	ART METHODS	3	F	4:00P-8:05P		McGinnis
40129	CD 25B	CONCEPT ART METHODS	3	F	4:00P-8:05P		McGinnis
40139	CMUN 10	SMALL GROUP CMUN	3	MW	9:45A-11:05A		Andrade
40753	CMUN 129	PRESENTATN GRAPHICS	1	MW	9:00A-11:05A		Bryson
40755	CMUN 129	PRESENTATN GRAPHICS	1	W	4:00P-5:50P		Mendez
40145	CMUN 1A	INTRO PUBLIC SPEAK	3	MW	8:10A-9:30A		Andrade
40648	CSIS 1	COMPUTER LITERACY	2	Th	6:00P-9:05P	March 12 - May 17	Thompson
40620	CSIS 10	BASIC PROGRAMMING	2	F	9:00A-11:05A		Thompson
40352	CSIS 121	SPREADSHEET-MS EXCL	2	MW	11:20A-1:25P	March 19 - May 16	Bryson
40464	CSIS 121	SPREADSHEET-MS EXCL	2	W	4:00P-5:50P		Mendez
40735	CSIS 122	COMPUTER KEYBOARD	0.5	MW	9:45A-11:05A		Bryson
40736	CSIS 122	COMPUTER KEYBOARD	1	MW	9:45A-12:40P		Bryson
40737	CSIS 122	COMPUTER KEYBOARD	1.5	MW	11:20A-12:40P		Bryson
40738	CSIS 122	COMPUTER KEYBOARD	1	Tu	6:00P-9:05P		Hampton
40739	CSIS 122	COMPUTER KEYBOARD	0.5	Tu	6:00P-7:20P		Hampton
40740	CSIS 122	COMPUTER KEYBOARD	1	MW	11:20A-1:25P		Bryson
40747	CSIS 126	WORD PROCESS-MS WRD	2	MW	9:00A-11:05A	March 19 - May 16	Bryson
40748	CSIS 126	WORD PROCESS-MS WRD	2	M	4:00P-5:50P		Mendez
40752	CSIS 129	PRESENTATN GRAPHICS	1	MW	9:00A-11:05A	Feb 22 - Mar 14	Bryson
40754	CSIS 129	PRESENTATN GRAPHICS	1	W	4:00P-5:50P	Feb 1 - Feb 22	Mendez
40728	CSIS 8	INTRO TO INTERNET	1	MW	11:20A-1:25P	Feb 13 - Mar 14	Bryson
40184	ENGL 1A	COMPOSITION	3	F	9:00A-12:05P		Mora
40185	ENGL 1A	COMPOSITION	3	TuTh	11:20A-12:40P		Salvin
40196	ENGL 1A	COMPOSITION	3	M	6:00P-9:05P		Brett
40209	ENGL 1B	COMPOSITION & LIT	3	Th	6:00P-9:05P		Escamilla
40212	ENGL 1C	CRITIC REASON/WRITE	3	MW	4:00P-5:20P		Hull
40241	ENGL 250	PRACTICAL WRITING	3	TuTh	9:45A-11:05A		Salvin
40241	ENGL 250	PRACTICAL WRITING	0	Tu	8:45A-9:35A		Salvin
40242	ENGL 250	PRACTICAL WRITING	3	TuTh	9:45A-11:05A		Salvin
40242	ENGL 250	PRACTICAL WRITING	0	Th	8:45A-9:35A		Salvin

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## Many Student Services are available in Hollister!

### You can:

- Turn in applications for admission
- Get catalogs and class schedules.
- Buy parking permits for main campus.
- Register and pay for classes:
- Add and drop classes
- Get assessment test results
- Get your Student Body (ASB) Cards (photos taken and cards distributed)
- Pick up forms: Transcript Requests, Repeated Course Requests, Prerequisite Challenge Forms, etc.

### Placement/Assessment

- Assessment tests offered on a regular basis
- Ability to Benefit testing once a month.
- Schedule an appointment for an ATB test at the Financial Aid Office. Call (408) 848-4727.

**Disability Resource Center:** 408 848-4767.

### Tutoring

- Every Thursday from 3-6 pm - all levels of math, including accounting.
- Free to all Gavilan students. Call (408) 782-2873.

All other services, including services for veterans, international students, basic skills students, CalWORKs, CARE, EOPS, MESA, STEM, TRIO, etc. are available at the Gilroy main campus.

**Counseling** See page 8 for drop-in and appointment schedule or call (408) 782-2873 for information.

### Financial Aid

- Assistance with BOG Fee Waiver forms.

### Bookstore

- Buy textbooks for your Morgan Hill classes during the first week of the semester.
- Order textbooks online at efollett.com.
- Purchase scantrons and green books.

### Health Services

- First aid supplies and health education materials

### Library

- Research assistance via email, chat and phone.
- Search e-books and databases, and much more.

### Career/Transfer

- College catalogs,
- EUREKA career assessment.

### Computer drop-in lab

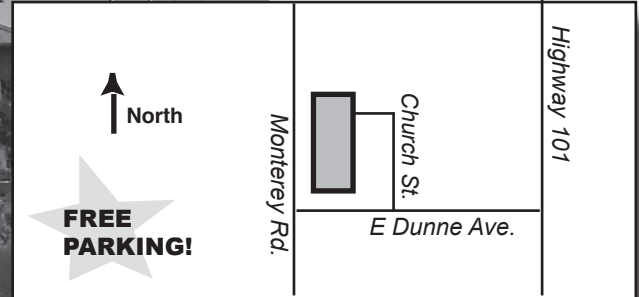
- Available to all students registered at Gavilan College. Open during office hours.
- Purchase GoPrint cards and reloads.

CRV	Course	Title	Units	Days	Time	Dates	Instructor
40255	ENGL 250	PRACTICAL WRITING	3	MW	7:00P-8:20P	<b>Classes meet January 31 to May 25 unless otherwise indicated</b>	Parker
40255	ENGL 250	PRACTICAL WRITING	0	M	8:30P-9:20P		Parker
40257	ENGL 250	PRACTICAL WRITING	3	MW	7:00P-8:20P		Parker
40257	ENGL 250	PRACTICAL WRITING	0	W	8:30P-9:20P		Parker
40270	ENGL 260	PREP/COLLEGE READNG	3	MW	5:30P-6:50P		Parker
40275	ENGL 420	READING IMPROVE	3	MW	9:45A-11:05A		Scimeca
40275	ENGL 420	READING IMPROVE	0	F	9:10A-10:00A		Scimeca
40276	ENGL 420	READING IMPROVE	3	MW	9:45A-11:05A		Scimeca
40276	ENGL 420	READING IMPROVE	0	F	11:10A-12:00P		Scimeca
40286	ENGL 440	BASIC WRITING	3	MW	11:20A-12:40P		Scimeca
40286	ENGL 440	BASIC WRITING	0	F	10:10A-11:00A	Scimeca	
40287	ENGL 440	BASIC WRITING	3	MW	11:20A-12:40P	Scimeca	
40287	ENGL 440	BASIC WRITING	0	F	12:10P-1:00P	Scimeca	
40020	ESL 527	READ-WRITE I	6	MTuThF	8:30A-10:00A	<b>Classes meet January 31 to May 25 unless otherwise indicated</b>	Cisneros
40029	GEOG 1	PHYSICAL GEOG L/L	3	MW	9:45A-12:10P		Willahan
40123	HE 2	HUMAN SEXUALITY	3	Th	6:00P-9:05P		Monaco
40857	HE 2	HUMAN SEXUALITY	3	TuTh	8:00A-9:20A		Monaco
40033	HIST 1	US HISTORY	3	Tu	6:00P-9:05P		Luna
40034	HIST 1	US HISTORY	3	TuTh	11:20A-12:40P		Luna
40039	HIST 2	U.S. HISTORY	3	TuTh	9:45A-11:05A		Luna
40448	MATH 205	ELEM ALGEBRA	5	MTuWTh	12:50P-1:55P		Bates
40474	MATH 233	INTERMED ALGEBRA	5	MTuWTh	1:00P-2:15P		Malokas
40476	MATH 233	INTERMED ALGEBRA	5	TuTh	6:00P-8:25P		Bates
40498	MATH 402	PRE-ALGEBRA	3	TuTh	11:20A-12:49P	Malokas	
40498	MATH 402	PRE-ALGEBRA	0	F	12:10P-1:00P	Malokas	
40506	MATH 5	INTRO STATISTICS	3	Tu	7:00P-9:05P	Wadia	
40506	MATH 5	INTRO STATISTICS	0	Th	7:00P-9:15P	Wadia	
40623	PHIL 1	INTRO PHILOSOPHY	3	TuTh	2:30P-3:50P	STAFF	
40048	POLS 1	INTRO AMER. GOV.	3	TuTh	2:30P-3:50P	Pinnell	
40517	PSCI 1	PRIN PHYS SCIENCE	3	M	6:30P-9:35P	Van Tuyt	
40056	PSYC 1A	INTRO TO PSYCHOLOGY	3	TuTh	11:20A-12:40P	Oler	
40639	SPAN 1A	ELEMENTARY SPANISH	5	MTuWTh	9:45A-10:50A	Perez	
40644	SPAN 1B	ELEMENTARY SPANISH	5	MTuWTh	8:30A-9:35A	Perez	
40069	SOC 3	RACE AND ETHNICITY	3	M	6:00P-9:05P	Cervantes	



Gavilan College  
 Morgan Hill Site  
 17060 Monterey Rd.  
 Morgan Hill, CA  
 95037  
 (408) 782-2873

Lorraine Welk, Director  
 Irma Banuelos, Program Service  
 Specialist



CRN	Course	Title	Units	Days	Time	Dates	Instructor
40331	ACCT 105	PAYROLL ACCOUNTING	3	Tu	6:00P-9:05P		Smith
40545	AE 600	VOC TRAIN I	0	M	8:10A-11:15A		Brown
40545	AE 600	VOC TRAIN I	0	M	8:10A-11:15A		Merrill
40545	AE 600	VOC TRAIN I	0	M	11:20A- 12:30P		Brown
40545	AE 600	VOC TRAIN I	0	M	11:20A-12:30P		Merrill
40552	AE 603	VOC TRAIN IV	0	F	9:45A-12:50P		Merrill
40305	AJ 16	INTRO TO EVIDENCE	3	TuTh	2:00P-3:20P		Campos
40306	AJ 176	CRIMINAL STREET GANGS	3	Tu	6:30P-9:35P		Pulido
40273	AJ 20	JUVENILE LAW/PROCED	3	TuTh	3:30P-4:50P		Campos
40225	ANTH 9	CHILD FAM DIV SOCIETY	3	MW	11:20A-12:40P		Bumgarner
40097	ART 1A	ART HISTORY	3	W	6:00P-9:05P		Thomas
40771	ART 75	PHOTOSHOP I	3	Tu	6:00P-9:05P		Grzan
40381	ASTR 1	INTRO GEN ASTRONOMY	3	Tu	6:30P-9:35P		STAFF
40732	BOT 191A	WORKPLACE SKILLS	1	F	11:30A-1:20P	Apr 27-May 18	Mendez
40345	BUS 1	FUND OF BUSINESS	3	W	6:00P-9:05P		Kurtz
40168	CD 2	EARLY CHILD DEVELOP	3	MW	9:45A-11:05A		Bumgarner
40260	CD 20	CHILDREN'S LAN/LIT	3	W	6:00P-9:05P		STAFF
40223	CD 7	CHILD FAMILY DIV SOC	3	MW	11:20A-12:40P		Bumgarner
40136	CMUN 10	SMALL GROUP CMUN	3	TuTh	9:45A-11:05A		Cowan
40142	CMUN 1A	INTRO PUBLIC SPEAK	3	TuTh	11:20A-12:40P		Cowan
40224	CD 8B	TEACH READ/WRIT	3	M	6:00P-9:05P		Malaspina
40745	CSIS 126	WORD PROC-MS WRD	2	F	9:00A-10:50A	Feb 3 - Apr 20	Mendez
40718	CSIS 44	C# .NET PROGRAMMING	4	W	6:00P-9:05P		Howell
40791	CSIS 48	UNIX/LINUX OP. SYS	4	M	6:00P-9:50P		Van Tassel
40772	CSIS 75	PHOTOSHOP I	3	Tu	6:00P-9:05P		Grzan
40773	DM 75	PHOTOSHOP I	3	Tu	6:00P-9:05P		Grzan
40341	ECON 2	PRIN MICROECON	3	MW	9:45A-11:05A		Kearns

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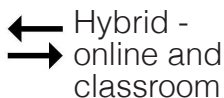
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CRN	Course	Title	Units	Days	Time	Dates	Instructor
40183	ENGL 1A	COMPOSITION	3	MW	8:10A-9:30A	<b>Classes meet January 31 to May 25 unless otherwise indicated</b>	Mack
40197	ENGL 1A	COMPOSITION	3	Tu	6:00P-9:05P		Schessler
40198	ENGL 1A	COMPOSITION	3	F	9:00A-12:05P		Bragger
40200	ENGL 1B	COMPOSITION & LIT	3	MW	4:00P-5:20P		White
40258	ENGL 250	PRACTICAL WRITING	3	MW	9:45A-11:05A		Bragger
40258	ENGL 250	PRACTICAL WRITING	0	M	8:45A-9:35A		Bragger
40259	ENGL 250	PRACTICAL WRITING	3	MW	9:45A-11:05A		Bragger
40259	ENGL 250	PRACTICAL WRITING	0	W	8:45A-9:35A		Bragger
40030	HIST 1	US HISTORY	3	MW	9:45A-11:05A		Mosher
40036	HIST 2	U.S. HISTORY	3	MW	11:20A-12:40P		Mosher
40071	KIN 62	YOGA	1	MW	5:00P-6:20P	Watson	
40446	MATH 205	ELEM ALGEBRA	5	MTuWTh	12:50P-1:55P	Kercheval	
40454	MATH 205	ELEM ALGEBRA	5	TuTh	6:00P-8:25P	Wisneski	
40470	MATH 233	INTERMED ALGEBRA	5	MTuWTh	12:50P-1:55P	Knight	
40505	MATH 5	INTRO STATISTICS	3	MW	6:00P-8:05P	Viarengo	
40632	PHIL 4	CRITICAL THINK/WRIT	3	TuTh	11:20A-12:40P	Grudzen	
40046	POLS 1	INTRO AMERICAN GOV	3	MW	11:20A-12:40P	Banks	
40055	PSYC 1A	INTRO TO PSYCHOLOGY	3	TuTh	9:45A-11:05A	<b>Classes meet January 31 to May 25 unless otherwise indicated</b>	Campilli
40058	PSYC 1A	INTRO TO PSYCHOLOGY	3	Th	6:00P-9:05P		Oler
40169	PSYC 2	EARLY CHILD DEVELOP	3	MW	9:45A-11:05A		Bumgarner
40226	PSYC 7	CHILD FAM DIV SOCIETY	3	MW	11:20A-12:40P		Bumgarner
40065	SOC 1A	INTRO TO SOCIOLOGY	3	M	6:00P 9:05P		Kreider

**Morgan Hill**

# Online and Hybrid Courses



**Online** courses are delivered entirely over the internet. You must have an email account before registering for an online course. You will meet your instructors and classmates online. Your instructor may schedule one or more optional meetings on campus.

**Hybrid** courses are delivered partially online and meet face to face at certain times. You must have an email account to take a hybrid course. Unless you have made prior arrangements with the instructor, come to class in person on the first day of the semester or the first day of class for short-term courses. If you do not show up on the first day you may be dropped. For help, contact your instructor or email [disted@gavilan.edu](mailto:disted@gavilan.edu).



You can use your smartphone to visit our website!

**ONLINE**

CRN	Course	Title	Units	Dates	Instructor	
40075	AH 11	NUTRITION	3	<b>Classes meet January 31 to May 25 unless otherwise indicated</b>	Akrop	
40856	AH 11	NUTRITION	3		Akrop	
40902	AH 793	PERSONAL/CAREER DEVEL	0		Sweeney	
40903	AH 793	PERSONAL/CAREER DEVEL	0		Arteaga	
40904	AH 793	PERSONAL/CAREER DEVEL	0		Arteaga	
40022	ANTH1	INTRO PHYSICAL ANTH	3		Klein	
40727	ART140	BASIC DIGITAL FILM/VIDEO	1		Beede	
40125	ART25A	ART METHODS	3		Rosette	
40765	ART85	WEB DESIGN I: DREAM	2		Jan 31 - Mar 28	Lawrence
40078	BIO11	NUTRITION	3		Akrop	
40899	BIO 11	NUTRITION	3	Akrop		
40332	ACCT 20	FINANCIAL ACCT	4	<b>Classes meet January 31 to May 25 unless otherwise indicated</b>	Wolowitz	
40164	CD 14B	BEHAVIOR/GUID SAC	3		Hoshiko-Haugey	
40166	CD 2	EARLY CHILD DEVELOP	3		Bumgarner	
40175	CD 3	CHILD GROWTH AND DEVELOPMENT	3		Bumgarner	
40320	CD 97	INTRO SERV LEARN/CH	3		Bumgarner	
40668	CSIS 571	COMPUT ASST INSTRUC	0.5		Maringer-Cantu	
40756	CSIS 132	INTERMEDIATE WORD	2		Conrey	
40726	CSIS 140	BASIC DIGITAL FILM/VIDEO	1		Beede	
40563	CSIS 24	JAVA PROGRAMMING I	0		STAFF	
40787	CSIS 43	C PROGRAMMING	4		Van Tassel	
40789	CSIS 45	C++ PROGRAMMING I	4	Van Tassel		
40790	CSIS 46	C++ PROGRAMMING II	4	Van Tassel		
40792	CSIS 48	UNIX/LINUX OP. SYS	4	Van Tassel		
40719	CSIS 6	WEBPAGE AUTHORIZING I	2	Feb 6 - Mar 23	Howell	
40723	CSIS 6	WEBPAGE AUTHORIZING I	2	Mar 26 - May 18	Howell	
40729	CSIS 8	INTRO TO INTERNET	1		Venable	
40730	CSIS 8	INTRO TO INTERNET	1	Mar 26 - May 25	Venable	
40766	CSIS 85	WEB DESIGN I: DREAM	2		Lawrence	
40725	DM 140	BASIC DIGITAL FILM/VIDEO	1		Beede	
40720	DM 6	WEBPAGE AUTHORIZING I	2	Mar 26 - May 18	Howell	
40721	DM 6	WEBPAGE AUTHORIZING I	2	Feb 6 - Mar 23	Howell	
40767	DM 85	WEB DESIGN I: DREAM	2		Lawrence	
40337	ECON 1	PRIN MACROECONOMICS	3	<b>Classes meet January 31 to May 25 unless otherwise indicated</b>	Kearns	
40338	ECON 1	PRIN MACROECONOMICS	3		Kearns	
40180	ENGL 1A	COMPOSITION	3		Raimondo	
40186	ENGL1A	COMPOSITION	3		Crook	
40199	ENGL1B	COMPOSITION & LIT	3		Hooper	
40204	ENGL1B	COMPOSITION & LIT	3		Schessler	
40210	ENGL1C	CRITIC REASON/WRITE	3		Chaffin	
40691	GUID 558	LEARN SKILLS LAB	0.5		Overson	
40376	GUID1	SELF ASSESSMENT	3		Tenney	
40894	GUID 700	BASIC ACADEMIC SKILLS	0		Maringer-Cantu	
40040	HIST2	U.S. HISTORY	3	Guardino		
40301	HUM4	INTRO AMER CINEMA	3	Richards		
40091	KIN2	INTRO TO KINESIOLOGY	3	Lango		
40921	LIB 140	ONLINE HEALTH RESEARCH	2	Sargent		
40722	LIB6	WEBPAGE AUTHORIZING I	2	Feb 6 - Mar 23	Howell	

Thinking of online courses at Gavilan College?  
Take LIB 732 first!

A FREE introduction to the world of online education...

...ONLINE!



## Introduction to Online Gavilan

Tour the classroom and all the other services available to distance learners - financial aid, library services, tutoring and counseling.

Open entry/open exit means you can jump in or out of class any time you want.

Class is listed in the Noncredit section of this schedule.

Please exercise the same caution in a distance learning class that you would in an on-site class. Do not share personal information about yourself; do not give a stranger or new acquaintance your home phone number or address.

**NOTE THE STARTING DATE OF YOUR CLASS.**

Unless you have made prior arrangements with the instructor, you MUST login by 11:59 pm on the first day of the course. Late adds must login within 24 hours of adding this course. If you miss the deadline you may be dropped. For help, contact your instructor or email [disted@gavilan.edu](mailto:disted@gavilan.edu)

40724	LIB6	WEBPAGE AUTHORIZING I	2	Mar 26 - May 18	Howell
40890	LIB 732	INTRO TO ONLINE GAVILAN	0		Lawrence
40911	LIB 736	LIBRARY RESEARCH	0		Sargent
40912	LIB 736	LIBRARY RESEARCH	0		Sargent
40913	LIB 736	LIBRARY RESEARCH	0		Curtis
40914	LIB 737	LIBRARY RESEARCH	0		Sargent
40884	LIB 740	INFO COMP FOR NURSING ASST	0		Howell
40885	LIB 740	INFO COMP FOR NURSING ASST	0		Howell
40886	LIB 740	INFO COMP FOR NURSING ASST	0		Howell
40883	LIB 741	INFO COMP FOR THE LIFE CYCLE	0		Howell
40887	LIB 742	INFO COMP FOR NUTRITION	0		Howell
40888	LIB 742	INFO COMP FOR NUTRITION	0		Howell
40889	LIB 742	INFO COMP FOR NUTRITION	0		Howell
40504	MATH5	INTRO STATISTICS	3		Knight
40633	PHIL6	COMPARATIVE RELIGIONS	3		STAFF
40047	POLS1	INTRO AMERICAN GOVERNMENT	3		Turetzky
40167	PSYC2	EARLY CHILD DEVELOP	3		Bumgarner
40176	PSYC3	CHILD GROWTH AND DEVEL	3		Bumgarner
40066	SOC1A	INTRO TO SOCIOLOGY	3		Kreider
40518	PSCI2	INTRO METEOROLOGY	3		Van Tuyl
40635	SPAN12B	SPAN/SPAN SPEAKERS	5		Malone
40700	THEA20	INTRO SCRIPTWRITING	3	Mar 5 - May 25	Gonzalez
40706	THEA3	EL TEATRO CAMPESINO	3	Mar 5 - May 25	Gonzalez

**Classes meet January 31 to May 25 unless otherwise indicated**

**HYBRID** ↔

40334	ACCT 21	MANAGERIAL ACCOUNTING	4		J. Wolowitz
40335	ACCT 21	MANAGERIAL ACCOUNTING	4		J. Wolowitz
40024	ANTH1	INTRODUCTION TO PHYSICAL ANTHROPOLOGY	3		D.Klein
40025	ANTH1	INTRODUCTION TO PHYSICAL ANTHROPOLOGY	3		D.Klein
40083	ART14	MURAL PAINTING	3		Aranda
40389	BIO15	SURVEY ANAT/PHYSIOL	5		Malley
40780	CSIS 2	COMPUTERS IN BUSINESS	4		Bryson / Venable
40781	CSIS 2	COMPUTERS IN BUSINESS	4		Bryson / Venable
40563	CSIS 24	JAVA PROGRAMMING I	4		STAFF
40786	CSIC 43	C PROGRAMMING	4		D. Van Tassel
40718	CSIS 44	C# .NETW PROGRAMMING	4		D. Van Tassel
40788	CSIS 45	C++ PROGRAMMING 1	4		D. Van Tassel
40924	CSIS 45	C++ PROGRAMMING 1	4		D. Van Tassel
40791	CSIS 48	UNIX/LINUX OPERATING SYSTEM	4		D. Van Tassel

**Classes meet January 31 to May 25 unless otherwise indicated**

**San Jose State University Telecourses**

**408-924-3624, 408 848-4719**

- These courses are offered by San Jose State University, and take place on the Gavilan College campus.
- There is a \$25 site fee per class to be paid to Gavilan College.
- Classes and orientation via videoconference will meet in Li100.

**Important Dates:**

Wednesday, 1/25/12, First Day of Instruction  
 Monday-Friday, 3/25-30/12, SJSU Spring Recess  
 Tuesday, 5/15/12, Last Day of Instruction

**Spring 2012 COUNSELING EDUCATION Classes (in ATN)**

EDCO 286	Theory of Organizational Change	M	4-6:45PM	Berta
EDCO 248	Dynamics of Behavior & Development	M	7-9:45PM	Davidson-Cathey
EDCO 267	Practicum in Lifespan & Career Development	T	4-6:45PM	Ogimachi
EDCO 232	Law and Ethics for Counselors	T	7-9:45PM	Berta
EDCO 280	Practicum in Multicultural Counseling	W	4-6:45PM	Oliver
EDCO 221	Research Seminar in Education	W	7-9:45PM	Beach
EDCO 282	Educational Assessment for Counselors	TH	4-6:45PM	Aptekar
EDCO 218	Practicum in Guidance 1	TH	7-9:45PM	Mraz

**Distance Learning**

## Classes meeting at community locations

CRN	Course	Title	Location	Units	Days	Times	Instructor
40541	AE 600	VOC TRAIN I	HOPEG	0			Brown
40541	AE 600	VOC TRAIN I	HOPEG	0			Merrill
40542	AE 600	VOC TRAIN I	HOPEH	0			Brown
40548	AE 602	VOC TRAIN III	HOPEH	0			Brown
40551	AE 602	VOC TRAIN III	HOPEG	0			Brown
40551	AE 602	VOC TRAIN III	HOPEG	0			Merrill
40555	AE 636	APE	LOADCS1	0	MWF	9:45A-10:55A	Maringer-Cantu
40555	AE 636	APE	LOADCS1	0	MWF	9:45A-10:55A	Sato
40861	AE 636	APE	LOADCS1	0	TuTh	9:45A-11:05A	Maringer-Cantu
40654	APE 536	APE	LOADCS1	1	MWF	9:45A-11:05A	Maringer-Cantu
40654	APE 536	APE	LOADCS1	1	MWF	9:45A-11:05A	Sato
40663	APE 538	ADAPT CARDIO	LOADCS1	1	TuTh	9:45A-11:05A	Maringer-Cantu
40170	CD 2	EARLY CHILD DEVEL	GHSB7	3	Th	3:30P-6:30P	Weiler
40173	CD 3	CHILD GROWTH/DEV	CHSB103	3	M	3:30P-6:30P	Weiler
40865	ESL 702A	ESL CITIZENSHIP	STF1	0	TuTh	6:00P-7:30P	Stuker
40906	ESL 704A	ESL /WORKPLACE	CTC1	0	MWF	9:00A-11:00A	Rivoallon
40908	ESL 704A	ESL / WORKPLACE	JS1	0	MW	5:00P-8:00P	Vargas
40879	ESL 775	ESL LITERACY I	LLC	0	MWF	8:15A-9:45A	Yu-Costa
40880	ESL 775	ESL LITERACY I	ROH	0	MW	6:00P-8:30P	Rodriguez-Juarez
40867	ESL 777	ESL LIFESKILLS 1	ROH	0	MW	6:00P-8:30P	Annotti
40869	ESL 777	ESL LIFESKILLS 1	CALAVR	0	W	5:30P-7:30P	Villicana
40869	ESL 777	ESL LIFESKILLS 1	CALAVR	0	MF	6:00P-7:30P	Villicana
40871	ESL 777	ESL LIFESKILLS 1	CTC1	0	TuTh	9:00A-11:30A	Rodriguez-Juarez
40872	ESL 778	ESL LIFESKILLS 2	SBCL	0	TuTh	9:00A-11:30A	Segovia-Avalos
40873	ESL 778	ESL LIFESKILLS 2	SUNNY	0	TuTh	6:00P-8:30P	Rodriguez-Juarez
40875	ESL 779	ESL LIFESKILLS 3	CTC3	0	MW	6:30P-9:00P	Morley
40876	ESL 779	ESL LIFESKILLS 3	CTC3	0	MW	9:00A-11:30A	Morley
40877	ESL 779	ESL LIFESKILLS 3	CALAVR	0	W	7:30P-9:30P	Villicana
40877	ESL 779	ESL LIFESKILLS 3	CALAVR	0	MF	7:30P-9:00P	Villican-
40882	HUM 767	FILM CLASSICS	PLY	0	W	2:00P-5:00P	Richards
40426	KIN 70	PILATES	PORTHL	1	TuTh	5:00P-6:20P	Muscari
40891	MUS 763	MUSIC ENCOUNT	SOL B7	0	W	6:55P-10:00P	Quartuccio
40577	MUS 14A	INSTRUMENTAL ENS	SOLB7	2	W	6:55P-10:00P	Quartuccio
40579	MUS 14B	INSTRUMENTAL ENS	SOLB7	2	W	6:55P-10:00P	Quartuccio
40581	MUS 14C	INSTRUMENTAL ENS	SOLB7	2	W	6:55P-10:00P	Quartuccio
40583	MUS 14D	INSTRUMENTAL ENSE	SOLB7	2	W	6:55P-10:00P	Quartuccio
40597	MUS 26	SYMPHONY ORCH	SOLB7	2	W	6:55P-10:00P	Quartuccio
40612	MUS 98	SPECIAL TOPICS	SOLB7	2	W	6:55P-10:00P	Quartuccio
40171	PSYC 2	EARLY CHILD DEV	GHS B7	3	Th	3:30P-6:30P	Weiler
40174	PSYC 3	CHILD GROW/DEV	CHS B103	3	M	3:30P-6:30P	Weil

## Guide to community locations

CALAVR	Calaveras Elementary, 85 Tilton Ave., Morgan Hill	PLY	Morgan Hill Playhouse, Monterey Highway and Dunne, Morgan Hill
CHS	Christopher High School, Gilroy		
CTC 1-4	GUSD/Gavilan Compter Technology Center on Murray Ave., Gilroy	SBCL	San Benito County Library, 470 5th St., Hollister
		SOL	Solorsano Middle School, 7121 Grenache Way, Gilroy
GHS	Gilroy High School, 750 W 10th St., Gilroy		
HOPE-G	HOPE - 8855 Murray Ave., Gilroy	STF	St. Francis, 7950 Church St., Gilroy
HOPE-H	HOPE - 650 San Benito St. Suite #120, Hollister	SUNNY	Sunnyslope Elementary, 1475 Memorial Dr. Hollister
JS	Jasmine Square, 16530 Monterey Rd., Morgan Hill		
LOADCS1	Live Oak Adult Day Services, 651 West Sixth St., Gilroy		

# Información en Español

## **ESL (English as a Second Language)**

New students who want to take ESL classes at the Gilroy campus will register at the Admissions & Records Office for a placement assessment appointment when completing an application. **Call 408-848-4737 or 408-848-4751** to make an appointment or come into Admissions & Records at the Gilroy main campus.

*Students interested in taking ESL courses in Hollister should register and take the placement test at the Briggs Building in Hollister.*

### **Who Should Take the ESL Assessment?**

- Students who do not know any English.
- Students who know some English but have not received formal classes in the English language or who took ESL classes more than three years ago.
- Students who attended high school in this country for less than a year.
- Students who attended high school in this country for a few years but are unsure about their level of proficiency in English.

### **Placement Assessment and Orientation for ESL Applicants**

Students who want to enroll in ESL classes must:

- Complete a Gavilan College application at Admissions & Records or at the sites.
- Sign up for a testing appointment at Admissions & Records (Gilroy).
- Return for testing, which includes oral and written exams.

The interview information and the test results will be used to advise and place students into the ESL classes that best match their needs. Students will be ready to register for ESL classes at the end of this three-hour placement assessment appointment.

Orientation for new ESL students will be offered several times during the first two weeks of the semester and will be given in English and Spanish in the classroom setting. New students will be contacted for orientation by their ESL instructors.



**CalWORKs** sirve a estudiantes quienes reciben asistencia pública para llegar a ser autosuficientes, a través de educación, empleo y servicios de apoyo. Los programas laborales para los estudiantes de CalWORKs, están vinculados a las demandas del

mercado laboral y pueden ayudarlos a trabajar en una trayectoria de carrera que los lleve a obtener un ingreso suficiente para poder sostener a sus familias. Los servicios de apoyo que CalWORKs ofrece incluyen asesoría, libros, asistencia y colocación de empleo, servicios de apoyo y enlace con los departamentos de servicios sociales del condado

El personal de CalWORKs es cordial y apoya a los estudiantes para que puedan lograr y alcanzar sus metas. La oficina se encuentra en LI 101, junto a la biblioteca y está abierta de lunes a viernes de 8 a.m. a 5 p.m. Los estudiantes interesados pueden llamar al 408-848-4813.

## **ESL (Inglés Como Segundo Idioma)**

Los nuevos estudiantes que deseen tomar clases de Inglés como Segundo Idioma (ESL) en Gilroy deben inscribirse en la Oficina de Admisiones y Archivos para hacer una cita y tomar la evaluación apropiada después de llenar una solicitud. **Llame 408-848-4737 o 408-848-4751** para hacer una cita o venga a la Oficina de Admisiones y Archivos en Gilroy.

*Para aquellos estudiantes que desean estudiar en Hollister, deben hacer una cita para tomar el examen de nivelación en la oficina en Hollister en el Briggs Building.*

### **¿Quién debería tomar el examen de evaluación de ESL?**

- Los estudiantes que no saben nada de inglés.
- Los estudiantes que saben un poco de inglés pero que no han tomado clases formalmente o que tomaron clases hace más de tres años.
- Los estudiantes que asistieron a la secundaria (high school) en este país por menos de un año.
- Los estudiantes que asistieron a la secundaria (high school) en este país por algunos años pero que no están seguros de su nivel de proficiencia en el inglés.

### **Asesoramiento, Colocación y Orientación para Estudiantes ESL**

Los estudiantes que deseen inscribirse en clases de ESL (Inglés como Segundo Idioma) deben hacer lo siguiente:

- Completar una solicitud de admisión en la Oficina de Admisiones y Archivos.
- Obtener una cita para el examen de nivelación en la Oficina de Admisiones y Archivos (Gilroy).
- Presentarse al examen de nivelación de acuerdo con la cita obtenida para tomar el examen escrito y oral.

Los resultados del examen y la información de la entrevista serán usados para recomendar y colocar a los estudiantes en las clases de Inglés como Segundo Idioma (ESL) que mejor les convengan. Los estudiantes estarán listos para inscribirse en las clases adecuadas al final de esta evaluación de tres horas. Los nuevos estudiantes en el Programa de Inglés como Segundo Idioma (ESL) recibirán una orientación sobre los servicios y regulaciones del Colegio Gavilán en sesiones ofrecidas durante las primeras dos semanas del semestre. Las orientaciones serán dadas en inglés y en español y los maestros se comunicarán con los nuevos estudiantes para asistirlos en seleccionar la sesión más conveniente.



La oficina de Programas y Servicios de Oportunidades Extendidas (EOPS) provee apoyo a estudiantes que experimentan desafíos económicos, sociales, y educativos. La intención del programa es asistir a estos estudiantes a alcanzar sus metas educativas incrementando el acceso, la retención, y la transferencia a otras instituciones de enseñanza.

Para calificar para el programa de EOPS, los estudiantes deben demostrar necesidad financiera y educativa y matricularse en un mínimo de 12 unidades cada semestre.

Servicios y beneficios disponibles para estudiantes: Consejería personal y académica, asistencia para la compra de libros, prioridad de inscripción a clases, tutoría, visita a universidades, talleres de enriquecimiento, becas y mucho más.

**NUESTRA MISIÓN** En un ambiente que cultiva la creatividad, estimula la curiosidad y hace énfasis en el aprendizaje del estudiante, Gavilán College sirve a su comunidad, ofreciendo servicios de gran calidad y apoyo, que preparan a los estudiantes para carreras de transferencia a la universidad o técnicas y de servicio público, educación para toda la vida y la participación en una sociedad global y diversa.

**POLIZAS Y PROCEDIMIENTOS**

Pendiente a la Mesa Directiva. La Política y Procedimientos del Colegio están disponibles a través de acceder la página de Internet del Gavilan College en www.gavilan.edu (Seleccione el "College Catalog" bajo el menú de "Academics".) o visitando la Oficina del Vicepresidente de Servicios Estudiantiles (SC128).

**Formas Alternativas** El Catalogo y el Horario de Clases del Colegio Gavilán está disponible en formato de medios alternos. Por favor de contactar El Centro de Recursos para estudiantes inhabilitados (DRC) en (408) 848-4865 o la Oficina del Vicepresidente de Servicios de Estudiante en (408) 848-4738.

**Servicios para los Estudiantes con Inhabilidades**

Los estudiantes que requieren servicios o arreglos especiales debido a inhabilidad auditivas, visuales o alguna otra inhabilidad verificada deberán ponerse en contacto con su instructor, consejero, asesor o El Centro de Recursos para Inhabilitados (DRC).

**Discriminación**

**NO DISCRIMINACIÓN** El Distrito está comprometido a proveer igualdad de oportunidades en programas educativos, empleo, y acceso a programas y actividades de la institución.

**PROHIBICIÓN DE ABUSO Y OFENSAS POR DISCRIMINACIÓN**

Referencia: Secciones 212.5; 66252; 66281.5 del Código Educativo

El Distrito está comprometido a proveer un ambiente de enseñanza y de trabajo que respete la dignidad de los individuos y grupos. El Distrito estará libre de ofensa y persecución sexual y todas la formas de intimidación sexual y abuso. También estará libre de otros abusos y ofensas por discriminación incluyendo aquellas ofensas basadas en cualquiera de los siguientes estados: raza, religión, ancestro, origen,

impedimento, sexo (género), orientación sexual, o la percepción de que una persona tenga alguna de las características mencionadas.

**TÍTULO VI, TÍTULO IX, Y NORTEAMERICANOS CON IMPEDIMENTO/SECCIÓN 504/508**

Para presentar una queja en cualquiera de las siguientes areas, por favor comuníquese con el Oficial de Igualdad de Oportunidades, Joseph D. Keeler, Vicepresidente de Servicios Administrativos, HR 101 (408-848-4731) o el Director de Recursos Humanos, HR103 (408-848-4753).

Las areas son las siguientes: quejas por violación de derechos civiles (Título VI), quejas por violación de igualdad de género, discriminación sexual, o abuso (Título IX) y quejas por violación contra personas con impedimentos (ADA/Sección 504/508)

**Cumplimiento de ADA** Si usted tiene un impedimento verificado y necesita materiales o servicios de estudio en un formato alternativo, contacte El Centro de Recursos para Estudiantes Inhabilitados (DRC) o al Vice Presidente de Servicios Estudiantiles para obtener ayuda. Hay servicios para estudiantes con impedimentos verificados a través de DRC o a través del Vicepresidente de Servicios Educativos.

**Derechos Educativos y Privacidad**

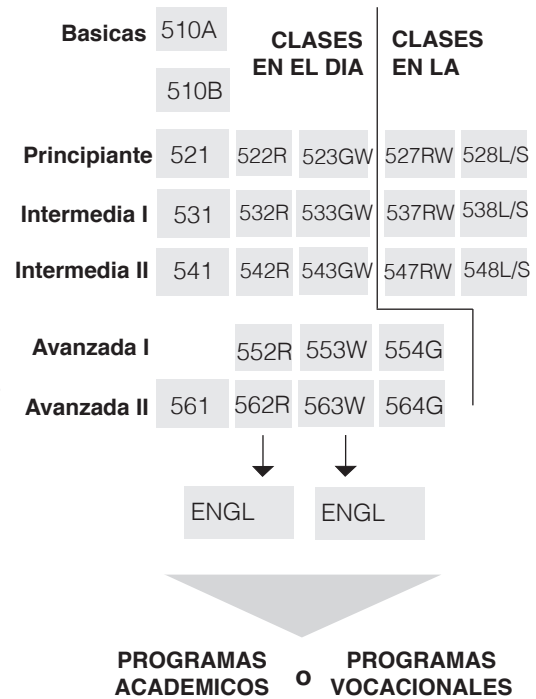
Gavilan College está en cumplimiento de los Derechos Educativos Federales y Acto de 1974 (también llamado el Buckley Amendment) y las regulaciones del Título V de California (SB 182). Las siguientes reglas están en efecto:

1. Toda la documentación académica, documentación relacionada con problemas disciplinarios, y cualquiera otra documentación oficial es mantenida para todos los estudiantes que han solicitado admisión a Gavilan College.
2. La documentación oficial es mantenida por y localizada en la Oficina de Admisiones y Archivos.
3. La documentación oficial será proveida únicamente cuando la solicitud o permiso sea hecha por escrito por parte del estudiante previo pago de cualquier cargo o costo a la institución, excepto en los casos provistos en ley.
4. La siguiente información puede ser proveida por Gavilan College sin consentimiento escrito por parte del estudiante:
  - a. el nombre del estudiante
  - b. las fechas de matriculación/asistencia a Gavilan College
  - c. la fecha de graduación y título o

**VISTA DE CLASES DE INGLÉS COMO SEGUNDO IDIOMA (ESL)**

SIN CREDITO		
HABILIDADES PARA VIVIR		VOCACIONALES
ESL 777	ESL 778	ESL 704A/B
ESL 779	ESL 780	Para progresar de clases de ESL, el estudiante deberá tomar el asesora-
ESL 781	ESL 782	

**CREDITO - RUTA ACADEMICA**



**CLASES SUPLEMENTALES DE ESL:**

- ESL 546 Intro Computers/ESL
- ESL 556 Intro Competency/ESL
- ESL 581 Pronunciation I
- ESL 582 Pronunciation II
- ESL 584 Culture through Film
- ESL 585 Editing for ESL Writers

certificado recibido

La entrega de cualquier otra información requerirá consentimiento escrito del estudiante, excepto en los casos previstos en ley. Los estudiantes pueden notificar su deseo por escrito a la Oficina de Admisiones y Archivos durante la primera semana de cada sesión de estudios que no desean que los puntos ennumerados en a), b) y c) pueden ser entregados.

- Los estudiantes tienen derecho a revisar sus propios archivos y la documentación que esté en ellos. Cualquier objeción a éstos archivos debe ser presentada por escrito al Vicepresidente de Instrucción y Servicios Estudiantiles. Las objeciones serán resueltas por dicho vicepresidente, y la resolución será inserta en el archivo del estudiante pero no entregada con el resto de la documentación. En caso de desacuerdo sobre éste punto, la Política de Quejas de la institución estará en efecto.

Copias de las regulaciones federales y estatales y del Proceso de Resolución de Problemas Estudiantiles son disponibles a través de la Oficina de Admisiones y Archivos y pueden ser revisadas por los estudiantes haciendo una cita con el Vicepresidente de Instrucción y Servicios Estudiantiles o el Director de Admisiones y Archivos. El Proceso de Resolución de Problemas Estudiantiles también está disponible en éste catálogo, online, y en el Manual Estudiantil.

### Habilidad en Inglés para Estudios Vocacionales

Habilidad limitada en Inglés no será obstáculo para ser admitido y participante en programas educativos vocacionales.

## SERVICIOS ESTUDIANTILES Y PROGRAMAS DE APOYO PARA LA INSTRUCCIÓN

**Servicios de Asesoría** Inscribirse y tener éxito en clases a nivel post-secundario requieren dedicación y tiempo. A veces ocurren problemas personales y familiares que distraen a los estudiantes de sus tareas y clases y en estos casos, la única solución parece ser abandonar los estudios. Antes de tomar esta decisión tan difícil, por favor consulte a un consejero. Una buena plática puede ayudar a poner la situación en perspectiva, identificar posibles soluciones, y dar el apoyo necesario para hacer modificaciones necesarias en el horario y las

clases. Gavilán College provee consejeros que hablan español y las citas con ellos pueden ser hechas para el día o para la tarde. No hay que pagar por este servicio. Para mas informacion o para hacer una cita con un consejero, visite la Oficina de Consejeros, localizada en el cuarto numero SC 113 en el Centro de Estudiantes (Student Center) o visite [www.gavilan.edu/counsel](http://www.gavilan.edu/counsel).

**Centro de Desarrollo de Niños** El Centro de Desarrollo de Niños provee cuidado para niños de dos a cinco años de edad. Este programa es para familias con ingresos mensuales que satisfacen el criterio de elegibilidad. Estos programas sirven a niños con discapacidades y necesidades especiales y que no hablan inglés. Todos los programas requieren que los padres inviertan ciertas horas como voluntarios.

**El Centro de Recursos para Estudiantes Inhabilitados (DRC)** ofrece asesoría individual para evaluar las destrezas de los estudiantes en las áreas de lectura, matemáticas, escritura, razonamiento, lenguaje oral, percepción y memoria. Los estudiantes que requieren servicios o arreglos especiales debido a incapacidades auditivas, visuales o alguna otra incapacidad deberán ponerse en contacto con su instructor, consejero, asesor o la oficina del DRC.

## SERVICIOS DE AYUDA ECONÓMICA PARA ESTUDIANTES

La ayuda económica para costos del colegio, están disponibles para estudiantes de cualquier tipo de ingreso.

### OFICINA DE AYUDA ECONÓMICA

[www.gavilan.edu/finaid/](http://www.gavilan.edu/finaid/)  
Oficina SC 124

Abierto: Lunes-jueves: 8 am a 5 pm  
viernes: Cerrado al publico.

Horario de la Tarde: Las horas son extendidas de 5 a 7 pm durante el período de matriculación.

### CÓDIGO ESCOLAR DEL COLEGIO GAVILÁN ES: 001202

El colegio Gavilán participa en varios programas de ayuda económica, que están diseñados para proporcionar ayuda a los estudiantes de necesidad económica. Esta ayuda es proporcionada por diferentes instituciones incluyendo agencias federales, estatales y privadas.

Si está interesado en solicitar ayuda

económica, adquiera una solicitud (FAFSA) en la oficina SC 124 o solicítela usando el Internet en la página [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Si llena la solicitud usando el Internet, imprima y mande la página con su firma (signature page) o use su número secreto (PIN) para firmar la solicitud electrónicamente. Si desea aplicar para obtener su número secreto (PIN) ingrese a [www.PIN.ed.gov](http://www.PIN.ed.gov). Las solicitudes también se pueden obtener por medio de los Consejeros de las Preparatorias (High School), Centro de Carreras de la Preparatoria y Bibliotecas Públicas.

Los requisitos para ayuda económica de parte de FAFSA son:

- Tienen que comprobar que necesitan ayuda económica y que cumplen con las reglas de cada programa.
- Tienen que ser ciudadanos, o ser residentes permanentes de los EE.UU.
- Tienen que tener buen historial en préstamos estudiantiles, y no deber nada a la oficina de ayuda económica.
- Tienen que ser elegibles para recibir los beneficios de una educación superior.
- Hombres entre 18 y 25 años de edad tienen que registrarse en el servicio selectivo (militar).

**NOTA:** Si ha estado encarcelado por usar o vender drogas ilegales, usted no sera elegible para algunos programas de ayuda económica.

**PÓLIZA DE PROGRESO SATISFACTORIO ACADÉMICO (SAP)** La oficina de ayuda económica requiere medir su progreso académico hacia un certificado, asociado, o un programa de transferencia a la universidad. Si sus metas no son uno de estos programas, no califica para ayuda económica. Su progreso será evaluado por lo mínimo una vez por año.

Si ustedes han tenido circunstancias extenuantes durante su último término en el Gavilan College y fueron colocados en descalificación, podrán someter una Apelación y un Cuestionario SAP para su consideración.

### PROGRAMAS DE AYUDA ECONÓMICA

Ayuda Pagando la Matriculación: El programa (Board of Governor's Fee Waiver/BOG), ayuda a pagar parte de la registracion. Este programa es solamente para residentes de California. Es para estudiantes de bajo ingreso familiar. La solicitud para el BOG se encuentra en la página de Internet en: [www.gavilan.edu/finaid/](http://www.gavilan.edu/finaid/)

## Becas Gratuitas Federales y Estatales:

Federal Pell Grant • Federal SEO Grant • Federal Work Study Grant • Cal Grant • Chafee Grant • Child Development Grant

## Becas Federales de Trabajo y Estudio:

Proporcionan a los estudiantes de Gavilan Collage empleos temporales mientras obtienen valiosa experiencia laboral. Para ser considerados para el programa de trabajo y estudio federal, se requiere que los estudiantes llenen la solicitud de FAFSA que indiquen que están interesados en el Programa de Trabajo y Estudio que alcancen los requisitos del programa y que reciban ayuda financiera. Puesto que los fondos para el programa Federal de Trabajo y Estudio son limitados, se sugiere que los estudiantes sometan su solicitud FAFSA.

**Becas:** Las becas son otorgadas basadas en el aprovechamiento académico y/o la necesidad financiera. La elegibilidad varía y se establece dependiendo del donador de dicha beca. Las solicitudes para becas privadas las encuentran durante el año en la página de Internet de Ayuda Financiera en [www.gavilan.edu/finaid](http://www.gavilan.edu/finaid). Les recomendamos que busquen becas en línea varias veces durante el semestre. Durante el ciclo escolar se anuncian becas en cuanto están disponibles.

## Servicios Para Miembros de las Fuerzas Armadas (Veteranos):

Gavilan College ofrece asistencia especial a estudiantes que son veteranos o hijos de veteranos deshabilitados que asisten al colegio, para lograr una meta. Estudiantes que tengan preguntas sobre si califican, beneficios y el procedimiento de las solicitudes o cualquier otra pregunta sobre veteranos, por favor de contactar la oficina de ayuda económica al 408-848-4734.

## Préstamos Estudiantiles Federales:

El Colegio Gavilán participa en el Federal Direct Loan Program. Préstamos estudiantiles federales, ofrecen un interés bajo y planes de pago flexibles. Si están interesados en solicitar un préstamo complete la FAFSA y atienda al taller de consejería de préstamo. Solicitudes para el préstamo serán distribuidas en el taller de consejería.

**Becas Privadas:** Becas privadas son fundadas por organizaciones y agencias privadas. Estos fondos se otorgan al estudiante dependiendo de las notas académicas o dependiendo de la necesidad económica del estudiante. Para ser considerado para una beca privada, el estudiante necesita completar una solicitud por cada beca privada a la que se aplique. Visite nuestra oficina para más información.

Solicitudes para la beca privada llamada "Gavilan College Scholarship Application" están disponibles en nuestra oficina.

## NECESITA AYUDA FINANCIERA PERO NO TIENE DIPLOMA DE ESCUELA SECUNDARIA (HIGH SCHOOL)?

Regulaciones federales requieren a aquellos estudiantes que no poseen un diploma de escuela secundaria (high school), certificado de Desarrollo de Educación General (GED), o Examen de Proficiencia de High School de California (CHSPE), y que estén aplicando para ayuda financiera, que tomen un asesoramiento de Habilidad para Beneficiarse. Usted estará exento, si tiene un diploma de escuela secundaria (o algo equivalente) de otro país.

Estudiantes con habilidad limitada en el idioma de Inglés, que estén inscritos en clases de Inglés como Segundo Idioma (ESL) y que no tengan diploma de escuela secundaria o examen de GED, y que estén aplicando para ayuda financiera, deberán de tomar el asesoramiento de Habilidades del idioma Inglés Combinado (CELSA). El examen CELSA es ofrecido una vez al mes. Por favor llame a la Oficina de Ayuda Financiera (408-848-4727) para una referencia.

Inscribese para una sesión de examen a través de la Oficina de Ayuda Financiera: Teléfono 408-848-4727, oficina numero SC 124. Las sesiones comienzan puntualmente a la hora anunciada. Para ahorrar tiempo, haga favor de presentarse media hora antes de la hora indicada. Nadie será admitido después de que haya comenzado la sesión.

Para fin de ser admitido en el cuarto de examen, usted deberá proveer una identificación válida\* con retrato, número de identificación estudiantil de Gavilán College, una copia de su horario de clases y la nota de referencia de la Oficina de Ayuda Financiera.

Visite la Oficina de Asesoramiento, cuarto MP100, o llame al teléfono 408-846-4992, por lo menos dos días antes de su cita, para confirmar la hora y la localidad de su cita. Hay la posibilidad de que cambien la hora y/o la localidad del examen.

\* Una identificación con retrato válida incluye una Licencia de Manejar del Estado de California, identificación de California, pasaporte, Tarjeta de Miembro del Cuerpo Estudiantil (ASB), identificación militar o Tarjeta de Registro de Extranjero. Comuníquese con la Oficina de Asesoramiento, cuarto numero MP100, o llame al teléfono 408-846-4992, si no tiene una identificación válida.

## PROGRAMA DE NO-CREDITO

Clases de No-Crédito son ofrecidas y diseñadas para responder a las necesidades específicas e intereses de aquellos estudiantes que no desean obtener créditos por unidades. Estas clases ofrecen oportunidades para mejorar en materias, crecimiento del desarrollo, poder aprender ocupaciones y para aprender otras áreas de educación general. Estos cursos y programas están definidos categóricamente bajo el Código de Educación, Sección 84711, mientras que los fondos del estado se permiten en nueve categorías específicas.

**Programa para Personas Mayores -** Este programa ofrece clases de interés especial para adultos mayores de 55 años de edad. La mayoría de nuestras clases se llevarán a cabo en lugares de reuniones de adultos mayores con el fin de promover una inscripción satisfactoria y facilidad para dichos estudiantes.

**Programa para el Bienestar de Gente que esta Empleada** Este programa está diseñado para responder a las necesidades de los adultos que trabajan. Las clases están abiertas para todos los miembros del personal y de la comunidad.

**Programa de Educación Básica Para Adultos -** Este programa está diseñado para adultos que desean tomar clases de Inglés como Segundo Idioma (ESL). Ofrecemos clases para preparación de Ciudadanía, clases para mejorar sus habilidades en lectura, escritura, y matemáticas. El programa también ofrece clases para los estudiantes que están interesados en preparación de Educación General (GED) y CAHSEE (Examen de Egreso de las Preparatorias de California).

Todas las clases son gratuitas. No se requieren pruebas, exámenes ni tampoco se otorgan calificaciones. Las inscripciones se realizan a través de la Oficina de Admisiones y Archivos o en el lugar en donde se vaya a impartir la clase, durante la primera sesión de la clase. Los estudiantes que tengan preguntas adicionales o necesiten más información, deberán llamar al teléfono (408) 852-2824.



**Rente un Libro!**

**Los estudiantes ahora pueden ahorrar 50% o más rentando libros!**

Vaya a [rent-a-text.com](http://rent-a-text.com) para ver los detalles de la tienda..



# FINAL EXAM SCHEDULE

## Saturday, May 19 — Friday, May 25, 2012

This schedule is designed to provide dates and two-hour blocks of time for Final Exams in credit courses. Classes meeting prior to 8 a.m. will take their exams during the same week, for a two-hour period beginning at the class starting hour.

All finals are to be given at the scheduled time, and in the room in which the class has regularly met during the semester. Exceptions can be granted only by the department chair and the area dean.

If a class appears not to have a time scheduled according to the chart below, please see the instructor, department chair or area dean. Instructors' office hours will be changed to accommodate the final exam schedule. Please check your instructor's office for the revised schedule.

If your class meets on these days:

Daily, M, MTuW, MTuWF, MW, MWTh, MWThF, MWF, MTh, MThF, MF, W, WTh, WThF, WF

Starts at any time between:	Your final exam will be:
08:00 - 09:40	Wed. May 23 08:00 - 10:00
09:45 - 11:00	Mon. May 21 08:00 - 10:00
11:05 - 12:20	Wed. May 23 10:30 - 12:30
12:25 - 01:40	Mon. May 21 10:30 - 12:30
01:45 - 03:00	Wed. May 23 01:00 - 03:00
03:05 - 04:30	Mon. May 21 01:00 - 03:00

If your class meets on these days:

MTu, MTuWTh, MTuTh MTuThF, MTuF, Tu, TuW, TWTh, TuWThF, TuWF, TuTh, TuThF, TuF, Th, ThF

Starts at any time between:	Your final exam will be:
8:00 - 9:10	Tues. May 22 08:00 - 10:00
9:15 - 10:25	Thur. May 24 08:00 - 10:00
10:30 - 11:40	Tues. May 22 10:30 - 12:30
11:45 - 12:55	Thur. May 24 10:30 - 12:30
1:00 - 2:10	Tues. May 22 01:00 - 03:00
2:15 - 3:25	Thur. May 24 01:00 - 03:00
3:30 - 4:55	Tues. May 22 03:30 - 05:30

Fri or Fri/Sat classes:


- Start time: between 8-10:55 am, Final exam: Fri, May 25 from 8:00-10:00 am.
- Start time: between 11:00 am - 1:55 pm, Final exam: Fri, May 25 from 10:30 am - 12:30 pm.
- Start time: between 2 pm - 7:00 pm Final exam: Fri, May 25 from 1 pm - 3 pm.

Make-ups and Conflicts:	Mon. May 21	03:30 - 05:30
	Wed. May 23	03:30 - 05:30
	Thur. May 24	03:30 - 05:30

Exams for classes held on Saturdays, Sundays & Evenings

All classes held on:

Monday evenings	Mon.	May 21
Tuesday evenings	Tues.	May 22
Wednesday evenings	Wed.	May 23
Thursday evenings	Thurs.	May 24
Friday evenings	Fri.	May 25
Monday/Wednesday evenings	Mon.	May 21
Tuesday/Thursday evenings	Tues.	May 22
Saturday	Sat.	May 19
Sunday	Sun.	May 20



**Science Alive**  
Hands-on-Science!

Hands-on Math, Science and Computer  
Workshops for Kids  
(grades 6-8)

Saturday  
February 5

Education and Financial Aid  
Workshops for Parents

[www.gavilan.edu/sciencealive](http://www.gavilan.edu/sciencealive)

## GRADUATION INFORMATION

Call 408-848-4737 for details about the graduation process.



The deadline for filling out a petition for graduation for spring is Monday, April 11, 2012.

## RHO ALPHA MU



### HONOR SOCIETY

Gain eligibility for special scholarships and awards!

Meet other honors students!

Serve the community!

Faculty Advisor,  
Jennifer Nari  
(408) 848-4897

Must have a GPA of at least 3.0 for twelve units. Incoming freshmen must have attained a 3.5 cumulative GPA from high school.

# Telephone Directory

## Emergencias

1. Dial '911' (On campus, dial '8' first.)  
*/Emergencias: el 911. (desde el Campus marque primero el "8".)*
2. Dial '10' for campus emergency support from a campus phone.  
*/Segundo: Marque el '10' para apoyo de emergencias en el campus.*
3. From cell or pay phone: Dial 408-710-7490.  
*/Desde un teléfono público del campus: marque 408-710-7490.*

<b>Main Number/Numero Principal</b> . . . . .	408-848-4800
from Hollister, call toll free/ <i>desde Hollister llame gratis al</i> . . . . .	637-1158
<b>Morgan Hill Site/Campus Morgan Hill</b> . . . . .	408-782-2873
<b>Hollister Site</b> , Briggs Building/ <i>Campus Hollister, Edificio Briggs</i> . . . . .	831-636-3783
<b>Campus Security</b> (non-emergency)/ <i>Seguridad del Campus (no emergencias)</i> . . . . .	408-848-4703
<b>TTY</b> (for Deaf or Hard of Hearing)/ <i>TTY (para Discapacitados Auditivos)</i> . . . . .	408-846-4924

**Admissions & Records/Oficina de Admisiones y Archivos** . . . . .  
408-848-4735 or 846-4954

<b>Student Accounts</b> Cashier/Cajero de las Cuentas del Estudiante . . . . .	408-852-2840
<b>Transcripts/Expedientes Académicos</b> . . . . .	408-848-4733
<b>Grading/Calificaciones</b> . . . . .	408-848-4751
<b>Enrollment Verifications/Verificación de Registro</b> . . . . .	408-846-4954
<b>Graduation/Graduación</b> . . . . .	408-848-4737

<b>ASB Advisor/Asesor ASB</b> . . . . .	408-852-2849
<b>ASB Office/Oficina de ASB</b> . . . . .	408-848-4777
<b>Assessment Office/Oficina de Evaluaciones</b> . . . . .	408-846-4992
<b>Athletics/Kinesiology/Deportes, Educación Física</b> . . . . .	408-848-4876
<b>Bookstore/Librería</b> . . . . .	408-848-4742
<b>CalWORKs/Programa de Experiencia de Trabajo en el área que se requiera</b> . . . . .	408-848-4740
<b>CARE</b> - Cooperative Agencies Resources for Education/Agencias Cooperativas para Recursos de Educación . . . . .	408-848-4790
<b>Career/Transfer Resource Center/Centro de Recursos para Carreras y Transferencias</b> . . . . .	408-848-4818
<b>Carpenter Training Center</b> Apprenticeship Program/Centro de Entrenamiento en Carpintería, Aprendizaje . . . . .	408-852-2815
<b>Cashier</b> (Business Office)/Cajero (Oficina de Negocios) . . . . .	408-848-4714
<b>Cashier</b> (Student Accounts)/Cajero (Cuentas de Estudiantes) . . . . .	408-852-2840
<b>Child Development Center/Centro de Desarrollo de Niños</b> . . . . .	408-848-4815

<b>Community/Contract Education/Educación en la Comunidad/Contrato</b> . . . . .	408-852-2801
<b>Cosmetology Appointment line/Cosmetología/Teléfono para Citas</b> . . . . .	408-842-5055
<b>Counseling Office/Oficina de Asesoría</b> . . . . .	408-848-4723
<b>Disability Resource Center/Centro de Recursos para Discapacitados DRC</b> . . . . .	408-848-4865
<b>Discrimination-Harassment Complaints/Oficina de Quejas por Discriminación y Acoso</b> . . . . .	408-848-4731
<b>Distance Education/Educación a Distancia</b> . . . . .	408 848-4885
<b>EOPS</b> - Extended Opportunity Programs & Services/Programas y Servicios de Oportunidades Extendidas . . . . .	408-848-4740
<b>Financial Aid/Ayuda Financiera</b> . . . . .	408-848-4727
<b>First Year Experience/Experiencia del Primer Año</b> . . . . .	408-848-4701
<b>Gavilan Press/Periódico "The Gavilan Press"</b> . . . . .	408-848-4837
<b>GECA</b> - TJ Owens Early College Academy/Academia de Universidad Temprana GECA TJ Owens . . . . .	408-846-4909
<b>Health Services/Servicios de Salud</b> . . . . .	408-848-4791
<b>HOPE Services/Servicios HOPE</b> . . . . .	408-846-6946
<b>International Students/Estudios Internacionales</b> . . . . .	408-848-4754
<b>Library/Biblioteca</b> . . . . .	408-848-4810 or 408-848-4806
<b>MESA Program</b> - Math, Engineering, Science Achievement/El Programa de Superación en Matemáticas, Ingeniería y Ciencias . . . . .	408-846-4968
<b>Noncredit Program</b> (Community Development)/Programa sin Créditos (Desarrollo en la Comunidad) . . . . .	408-852-2824
Sign up/Registrarse . . . . .	408-846-4954
<b>Online//Cursos por Internet/</b> . . . . .	408 848-4885
<b>Outreach &amp; Recruitment/Tours/Oficina de Inscripciones/ Visitas al Campus</b> . . . . .	408-846-4993
<b>President's Office/Oficina del Presidente</b> . . . . .	408-848-4711
<b>Puente Program/Programa "Puente"</b> . . . . .	408-848-4807
<b>R.O.P.</b> - Regional Occupational Programs/Programas Regionales Laborales . . . . .	408-848-4816
<b>STAR</b> -Summer Theatre Arts Repertory/Repertorio de Artes Teatrales de Verano . . . . .	408-612-2057
<b>Theatre Box Office/Taquilla del Teatro</b> . . . . .	408-846-4973
<b>Transfer</b> (Career/Transfer Resource Center)/Trasferencias (Centro de Recursos para Transferencias y Carreras) . . . . .	408-848-4818
<b>TRIO</b> Student Support Services/Servicios de Apoyo Estudiantil . . . . .	408-846-4981
<b>Tutoring Center/Centro de Tutoría</b> . . . . .	408-848-4838
<b>Veterans' Services/Servicios a los Veteranos</b> . . . . .	408-848-4734
<b>Vice President's Office/Oficina del Vice Presidente:</b>	
<b>Student Services/Servicios Estudiantiles</b> . . . . .	408-848-4738
<b>Instructional Services/Servicios de Instrucción</b> . . . . .	408-848-4761

# MAIN CAMPUS, GILROY

5055 Santa Teresa Blvd.  
 Gilroy, CA 95020  
 408-848-4800 or  
 831-837-1158 (from Hollister)

## Building Guide

- APE Adapted Physical Education
- AR Art
- BOB Business Office Building
- BU Business
- CDC Child Development
- CE Community Education
- CHP Chapel
- COS Cosmetology
- GY Gym
- HOB Health Occupations Bldg.
- HR Human Resources
- HRC Human Resources Conference Center
- HU Humanities
- LI Library
- LS Life Science
- MA Mathematics
- MAY Mayock House
- MP Multipurpose Building
- MU Music Hall
  
- PB Portable Buildings
- PS Physical Science
- SC Student Center/Administration
- SF Security/Facilities
- SS Social Science
- TH Theater

-  Bi-cycle
-  Smoking Zones

## Parking Lots

- A Student/Staff/Disabled Access/30 min. spaces
- B Student/Staff/Disabled Access/Visitor/30 min. spaces
- C Student/Staff/Disabled Access/15 min. spaces/30 min. spaces
- D Staff/Disabled Access
- E Student/Staff/Motorcycle
- F Staff/Disabled Access/Visitor/Motorcycle/30 min. spaces
- G Staff/Disabled Access
- H Student/Staff/Disabled Access/Motorcycle/30 min. spaces

**DON'T GO TO THE WRONG CITY!**  
 MHG = Morgan Hill  
 HOL = Hollister

## Key to Gavilan

Administration	SC
Admissions & Records	SC111
Art Gallery	LI
ASB	SC158
Assessment Center	MP100
Athletics Office	GY
Aviation	MP129
Basic Skills Counselor	PB 11D
Bookstore	SC
Business Office	BOB
Cafeteria	SC
CallWORKs	LI101A
Career/Transfer Resource Ctr.	SC101
Cashier	BOB
Cashier (Student Accounts)	SC
Child Development Center	CDC
Children's Preschool	CDC
CMAP	LI135
Community Ed	CE
Computer Graphics & Design	LI128
Computer Place	LI168
Coop. Work Exp.	LI101A
Cosmetology	COS
Counseling Secretary	SC113
Disability Resource Center	LI117
Early College Academy	PB17
English	PB11-J
ESL	PB11-L
EOPS/Special Services	LI101A
Financial Aid Office	SC124
Kinesiology	GY
Lounges, North and South	SC154N/S
Math Lab	MA101
MESA	MA115
Music	MU
Noncredit Program	PB2
Nursing	HOB
Payroll	BOB
Physical Education	GY
Police Academy	MP
Public Information Office	PB2
ROP	BU124
Security	SF
Staff Resource Center	PB11-N
Student Health Nurse	SC118
Student Senate Office	SC
TRIO Program	LI109
Tutoring Center Services	LI116
TV Studio	LITV



Gavilan College  
5055 Santa Teresa Blvd.  
Gilroy, CA 95020  
(408) 848-4800  
www.gavilan.edu

Periodical



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*From beginner to advanced  
-- learn the language and culture of Spain  
through this incredible summer program, living  
with a host family in Seville, Spain.*

**June 4 - June 29**

Only \$1,500 plus airfare for a four-week program.  
Earn up to 5 units of transferable credit.

Come to a special  
information session:

**Saturday February 11,  
9:30 a.m. in HUM 105**

For more information contact  
Albert Marques  
(408) 848-4794  
amarques@gavilan.edu

## GAVILAN COLLEGE WATER INDUSTRY TRAINING

### GavH<sub>2</sub>O

Careers in Water, Water  
Distribution, Water Treatment,  
Waste Water, Backflow, ...  
and more

[www.gavilan.edu/gavH2O](http://www.gavilan.edu/gavH2O)

Now for credit! Spring semester classes:

**WTRM 101: Introduction to  
Water-Wastewater Technology**  
**WTRM 102: Beginning Water-  
Wastewater-Distribution Math**

## Parents!

Take advantage of the  
Gavilan College

## Child Development Center

- 2-5 years old
- 7am-6 pm weekdays
- Flexible schedules
- Highly trained staff
- Preschool curriculum- Read, Play and Learn
- Play-Based Curriculum; age and developmentally appropriate.

408 848-4815

[www.gavilan.edu/cdc](http://www.gavilan.edu/cdc)

Parents do not have to be  
Gavilan College students.