Classes

PE 2  Introduction to Physical Education
PE 8  Psychology of Coaching
PE 81 Kickboxing for Fitness

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.

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<th>Type</th>
<th>Room</th>
<th>Instructor</th>
<th>Hrs.</th>
<th>Units</th>
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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.

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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 MOS (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 the equivalent computer experience.

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ACCT 190  Occupational Work Experience/Accounting
Transferable: CSU
College credit for learning experience obtained on the job in accordance with a training plan developed cooperatively between the employer, college and student. 75 hours per semester or 60 hours per semester for unpaid experience. This is a pass/no pass course. May be taken for a maximum of 16 work experience units. REQUIRED: Declared vocational major. Concurrent enrollment in seven or more units (including CWE units, except for summer school. For summer school, enrollment in one other class is required). Minimum 2.00 G.P.A.

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| Classroom Locations: Refer to “How to Use This Schedule” on page 5. |
### Administration of Justice

#### CRN Type Room Instructor Hrs. Units Days Begin-End

**AJ 6 Introduction to Conflict Resolution**
Transferable: CSU, UC
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 and CMUN 6. ADVISORY: English 250 and English 260.

40587 Lec SS210 Halper L 3.2 3.0 MW 0230-0350
Above class meets at Morgan Hill Community site.

#### AJ 10 Introduction to the Administration of Justice
Transferable: CSU, UC, 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.

40377 Lec PB5 Smith S 3.2 3.0 TR 1120-1240
40389 Lec MHG13 Smith S 3.3 3.0 R 0250-0555
Above class meets at Morgan Hill Community site.

#### 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; constitutional and common 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: Eligible for English 250 and English 260.

40392 Lec PB5 Smith S 3.2 3.0 MW 0230-0350

#### AJ 14 Criminal Law
Transferable: CSU, UC
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: Eligible for English 250 and English 260.

40393 Lec PB5 Smith S 3.2 3.0 MW 0945-1105

#### AJ 16 Introduction to Evidence
Transferable: CSU
Origin, development, philosophy and constitutional basis of evidence; constitutional and procedural considerations affecting arrest, search and seizure; kinds and degrees of evidence and rules governing admissibility; judicial decisions interpreting individual rights and case studies viewed from a conceptual level. ADVISORY: English 250 and English 260.

40396 Lec PB5 Campos E 3.2 3.0 TR 0945-1105

#### AJ 18 Community and Human Relations
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.

40407 Lec MHG3 Jones W 3.3 3.0 M 0630-0935
Above class meets at Morgan Hill Community site.

### Additional Information

- **Bookstore**
  - New Books
  - Used Books (25% less than new)
  - Book Buy Back

- **Getting Out of Line Get On Line**
  - Order your textbooks @ www.gavilan.BKSTR.com

- **RETURN Policy**
  - Refunds given UP TO SEVEN DAYS from start of class.
  - Always have your receipt.
  - Always make sure new books have not been written in.
  - Shrink wrap sets should be returned with all enclosures.

- **Hours**
  - Monday-Thursday: 8:00 am - 7:00 pm
  - Friday: 8:00 am - 4:00 pm

- **Gavilan College Bookstore**
  - Student Center
  - 408-848-4742

- **Shrink wrap sets should be returned with all enclosures.**

- **Always make sure new books have not been written in.**

- **Order your textbooks @ www.gavilan.BKSTR.com**
Gavilan College  ■  www.gavilan.edu

Spring 2010

AJ 173  Fundamentals of Probation and Parole
Transferable: CSU
Theory and techniques of probation/parole supervision, including historical development with emphasis on recent programs, research, and development in the field. ADVISORY: Eligible for English 250 and English 260.

40401 Lec MHG10  Pulido D  3.3  3.0  T  0630-0935
Above class meets at Morgan Hill Community site.

AJ 176  Criminal Street Gangs
Transferable: CSU
This course is designed to explore historical developments, origins, philosophy and current trends and activities in criminal street gangs within California; explore areas of violence, recruitment, drug use, graffiti and attire; emphasis placed on organization within gangs and racial backgrounds including types of solutions in the criminal justice system use to combat street gangs. ADVISORY: Eligible for English 250 and English 260.

40404 Lec MHG11  Pulido D  3.3  3.0  R  0800-0905
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.

Mandatory course orientation for the following classes will be conducted March 2: 4:30-5:30 pm, March 3: 5:30-6:30 pm and March 4: 8-9 am in the North/South Lounge. Students need to attend one of the three meetings. Please contact Susan Sweeney, CWE Coordinator at (408) 848-4813 for more information.

40790 Wrk Ex LI101A  Sweeney S  1.0
40792 Wrk Ex LI101A  Sweeney S  3.0
40793 Wrk Ex LI101A  Sweeney S  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.

40086 Lec LS106  Logan C  3.3  3.0  R  1250-0355
40089 Lec LS106  Dufresne A  3.3  3.0  R  0400-0705
40071 Online class Bedell K  3.0
40073 Online class Bedell K  3.0

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

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.

40045 Lec LS106  Akrop M  3.3  3.0  T  1250-0355
40043 Online class Akrop M  3.0
You must have an email account to take this course. Start your course by going to http://www.gavilan.edu/disted. Unless you have made prior arrangements with the instructor, you MUST log on by 11:59 pm on the first day of the course. Late adds must login within 24 hours of adding this course. If you miss the deadline you may be dropped. For help, contact your instructor or email disted@gavilan.edu.

AH 16  Intravenous Therapy/Blood Withdrawal
Transferable: CSU
Theoretical applications and clinical experience to safely administer intravenous therapy. Principles and practices in intravenous therapy. (Approved by the Board of Vocational Nursing for certification in IV Therapy and Blood Withdrawal.) Approved for 36 hours of continuing education credit. (BRN #00862) PREREQUISITE: Successful completion of Allied Health 64, Allied Health 44, (with a grade of C or better) or equivalent. $150.00 course materials fee, payable at registration.

40051 Lec HOB114  Stubbeifield L  28.0  2.0  MTWR 0900-0400
06/07/10 - 06/17/10

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 up to six units of credit are accredited. 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.

40129 Ind HOB104  Bedell K  1.0

AH 32  Basic Cardiac Life Support
Transferable: CSU
Course designed to teach students skills in adult, child and infant cardiopulmonary resuscitation. Specifically designed for health professionals. Successful completion will result in certification by the American Heart Association or American Red Cross. This is a pass/no pass course. May be repeated up to three times for credit. $12.00 course material fee. Additional $5.00 due upon completion for certification card.

40078 Lec HOB114  Logan C  18.0  1.0  US  0800-0500
02/25/10 - 03/21/10
40900 Lec HOB114  Logan C  18.0  1.0  US  0800-0500
02/27/10 - 03/05/10

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 in included. $100 course material fee, payable at registration. PREREQUISITE: Completion of AH 51.

40177 L/L HOB102  Quilhuiz J  15.6  11.0  MT  0630-0200
40177 L/L HOB102  Stubblefield L  15.6  11.0  MT  0630-0200
40177 L/L HOB102  Stubblefield L  12.0  12.0  WR  0710-0100

$100 course material fee; payable at registration.

Campus under construction
ROOM NUMBERS MAY CHANGE!
Check room numbers online before your first class.
## 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.

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$100 course material fee, payable at registration.

## 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.

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$100 course material fee, payable at registration.

## 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.

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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.

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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.

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ROP Course

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ROP Course

## 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.

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

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04/20/10 - 05/28/10 Above class meets at Morgan Hill Community site. ROP course.

<table>
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</table>

04/20/10 - 05/04/10 Above class meets at Hollister Briggs site. ROP course.

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!

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

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

[Image of Santa Clara County Sheriff's Office and Santa Clara County Probation Department contacts]
ANTH 1  Introduction to Physical Anthropology
Transferable:  CSU, UC; CSU-GE:B2; IGETC:5B; GAV-GE:B2; CAN:ANTH2
Exposes 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.

40212 Lec HOL5 Smith J 3.2 3.0 MW 1120-1240
Above class meets at the Hollister Briggs site.

40209 Online CLASS Klein D  3.0
You must have an email account to take this course. Start your course by going to http://www.gavilan.edu/disted. Unless you have made prior arrangements with the instructor, you M U S T log on by 11:59 p.m. on the first day of the course. Late adds must login within 24 hours. If you miss the deadline you may be dropped. For help, contact your instructor or email disted@gavilan.edu.

40211 Online CLASS Klein D  3.0
You must have an email account to take this course. Start your course by going to http://www.gavilan.edu/disted. Unless you have made prior arrangements with the instructor, you M U S T log on by 11:59 p.m. 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.

ANTH 2  Introduction to Archaeology
Transferable:  CSU, UC; CSU-GE:D1; IGETC:4A; GAV-GE:D2
Introduction to history and development of the concepts and methods of anthropological archaeology, a survey of selected prehistoric cultures, and some training in archaeological survey methods, site recognition, recordation and preservation as well as cultural resource management. ADVISORY: Recommended English 250 and English 260.

40213 Lec HU104 Smith J 3.2 3.0 MW 0230-0350

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; 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 ethnographic 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.

40215 Lec SS205 Michaels G 3.2 3.0 TR 0945-1105
40216 Lec SS205 Klein D 3.2 3.0 MW 0230-0350
This service learning section involves community work.

ANTH 5  Magic/Witchcraft and Religion
Transferable:  CSU, UC; CSU-GE:D1; IGETC:4A; GAV-GE:D2
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.

40220 Lec SS205 Klein D 3.2 3.0 MW 1250-0210

Be Aware
You MAY NOT take courses that overlap (courses that meet at the same day and time)!

Classroom Locations: Refer to "How to Use This Schedule" on page 5.
ART 10A/CERAMICS

**CERAMICS**

**ART 10A/CERAMICS**

**ART 10A**
**Cultural History of Ceramics**
Transferable: CSU, UC, GAV-GE:C1
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.

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**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

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**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.

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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

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**ART 13**
**Three-Dimensional Design**
Transferable: CSU, UC, 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.

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**GET INVOLVED!**
Help paint murals in your own community!

**ART 14**
**Beginning Mural Painting**
This class offers studio practice in the design, methods and production of individual and collaborative murals and a historical survey of mural painting.

Satisfies CSU General Education (Area C-1) and the ARTS Gavilan College graduation requirement (AREA C-1)

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**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.

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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

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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.

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ART 23  Independent Study
Transferable: CSU
Designed to afford selected students specialized opportunities for exploring areas at the independent study level. The courses may involve extensive library work, research in the community, or special projects. May be repeated until six units of credit are accrued. This course has the option of a letter grade or pass/no pass. REQUIRED: The study outline prepared by the student and the instructor must be filed with the department and the dean.

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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.

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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 maché, plaster, and various 3-D materials. Also listed as CD 25B.

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Above class meets at the Hollister Briggs site.

ART 40  Art Gallery Assistance
Transferable: CSU; GAV-GE:C1
Individualized course in art gallery exhibition techniques and procedures. Students assist in design, installation, publicity, cataloguing and removal of exhibitions in the college gallery. May be taken until 4 units are accrued.

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Go Social! @@@
Stay connected with Gavilan College at MySpace, Facebook and Twitter.

ART 74  Advanced PhotoShop
Transferable: CSU; GAV-GE:C1
This course is for the PhotoShop-experienced student and explores PhotoShop’s advanced features in depth. Students work on projects, which challenge their creativity and technical ability, and will be encouraged to develop complex projects for the web and for the printed page. May be repeated up to two times for credit. This course has the option of a letter grade or pass/no pass. This course is also listed as CSIS 74 and DM 74. ADVISORY: CSIS 75 PhotoShop I

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Above class meets at Morgan Hill Community 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 quadr tone 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

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Above class meets at Morgan Hill Community site.

ART 76  Digital Illustration
Transferable: CSU; GAV-GE:C1
Illustration techniques using computer Bezier curve-based illustration software tools to do diagrams and graphics for use in art, desktop publishing, web graphics, multimedia, and computer presentations. This basic instructor course is focused on the technical and historical aspects of digital design and illustration as well as the development of personal artistic expression and visual perception through the use of the digital illustration medium. The course will include lectures and discussions about color, composition and content, computer and illustration program use, printing and presentation techniques. This course has the option of a letter grade or pass/no pass. This course is also listed as CSIS 76 and DM 76. ADVISORY: CSIS 1 or CSIS 2 or equivalent computer experience.

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ART 77  Introduction to Digital Media
Transferable: CSU, UC; GAV-GE:C1
An introduction to the field of digital media, including history, social impact, concepts, career options and industry trends. Applying learned visual and aural design principles, students will explore the use of computer-based tools in the design and production of digital media by creating and editing digital images, sounds, video, animation and text. A comprehensive term project for publication on the web or CD ROM will be required. This course is also listed as CSIS 77 and DM 77. This course has the option of a letter grade or pass/no pass. May be repeated twice for credit. ADVISORY: CSIS 124, CSIS 1, CSIS 2,2L, CSIS 3, or familiarity using the Macintosh or Windows operating systems.

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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 2L or ART 8A or equivalent computer experience.

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Transferable: CSU, UC; GAV-GE:C1

Basic and intermediate principles of designing and building complex Web sites. Emphasis will be on design and 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 person content 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.

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Above class meets at Morgan Hill Community site.

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

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Looking for fun or a new career? Learn to make jewelry or use QuickBooks. Become a pharmacy technician or a para-legal. These are just a few of the classes waiting for you in Community Education! Call us at (408) 852-2801.

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Introduction to Digital Video

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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 artists. This course has the option of a letter grade or pass/no pass. Also listed as CSI 107 and DM 107. ADVISORY: CSIS 1 or CSIS 2/2L or equivalent computer experience

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Be Aware

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Look for more information. For more information or to teach for us, go to our website at http://gavilan.augusoft.net and click on teaching or call us at (408) 852-2802.

Want to teach? For more information or to teach for us, go to our website at http://gavilan.augusoft.net and click on teaching or call us at (408) 852-2802.

Need training for your employees? Contract Education provides professional development opportunities for your staff and managers. Whether you are looking for ESL or Supervision, Workplace Spanish, Leadership Skills or other training, we can help. Call us at (408) 852-2804.

ART 110 Interactive Animation: Flash

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The application of learned theory, knowledge, and skills to a practical job setting related to the student’s educational/occupational goal. Employment must be directly related to the student’s college educational/occupational goal. Periodic interviews of the students and employers or their representatives will be required. Each student shall be assisted in the development of individualized performance objectives, toward which the learning experience shall be directed. REQUIRED: Enrollment in a minimum of seven (7) units, including Cooperative Work Experience, during regular semesters; enrollment in at least one other class in summer session. Mandatory course orientation for the following classes will be conducted March 2; 4:30-5:30 pm, March 3; 3:30-6:30 pm and March 4; 8-9 am in the North/South Lounge. Students need to attend one of the three meetings. Please contact Susan Sweeney, CWE Coordinator at (408) 848-4813 for more information.

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[39]
AMT 101 General Aircraft Technology
Transferrable: CSU, UC; CSU-GE:B1, IGETC:5A; GAV-GE:BE1
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. The student must successfully pass written tests and hands-on practical testing to meet certification for aircraft technician. ADVISORY: Successful completion of English 250 and English 260. 
40250 Lec PB4A Jackson C 3.3 3.0 T 0600-0905
40253 Ind AV102 Flippen T 1.0
Above class meets at the Hollister Airport.

AMT 120 Aviation Powerplant Systems Technology
Transferrable: 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. Meets at Gavilan College Aviation Department, 490 Skyline Drive, Hollister Airport, Hollister. Basic hand tools required. Details at the first class meeting. 
40251 Lec AV102 Flippen T 20.0 14.0 TWRF 1030-0330
40254 Lec PB4B Jackson C 3.3 2.0 W 0600-0905
Above class meets at Hollister Airport.

AMT 190 Occupational Work Experience/Aviation
Transferrable: 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. 
40257 Wk Ex LI101A Sweeney S 4.0
Above class meets at the Hollister Airport.

Astronomy

ASTR 1 Introduction to General Astronomy
Transferrable: CSU, UC; CSU-GE:B1, IGETC:5A; GAV-GE:BE1
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. 
40622 Lec LS101 Bumgarner J 3.3 3.0 T 0230-0535

BIO 5 General Botany
Transferrable: CSU, UC; CSU-GE:B2, B3, IGETC:5B; GAV-GE:B2, B3; CAN:BIOI6, 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 or 15 with a grade of credit or C or better. ADVISORY: Eligible for English 250, English 260 and English 265. 
40646 Lec LS103 Morales R 3.2 4.0 TR 0810-0930
40647 Lec LS103 Morales R 3.3 M 0230-0535

BIO 7 Human Anatomy
Transferrable: CSU, UC; CSU-GE:B2, B3, IGETC:5B; GAV-GE:B2, B3; CAN:BIOI10, 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. 
40645 Lec LS103 Maldini D 8.5 4.0 TR 0810-0930

Biological Science

BIO 100 Principles of Microbiology
Transferrable: CSU, UC; CSU-GE:B2, B3, IGETC:5B; GAV-GE:B2, B3; CAN:BIOM14
An introduction to microbiology with an emphasis on bacteriology. Includes the study of morphology, physiology and classification of microorganisms, a survey of infectious diseases, 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, eligible for English 250, English 260 and Mathematics 205. 
40644 Lec LS102 Kim L 8.0 5.0 FS 0100-0440
The Final Word! Final Exams schedule on page 90.
BIO 15  Survey of Human Anatomy and Physiology
Transferable: CSU, UC
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.

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This HYBRID lecture/online class will be delivered partially over the Internet. See the online syllabus for details. http://www.gavilan.edu/disted/

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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 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.

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Above class meets off-campus: January 14, 2010 thru January 29, 2010. Everyone must attend a two hour orientation on January 14th, a week before our trip. This class will leave Thursday, January 21 at 6:00am and return Sunday night January 24, around 8:00pm. 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 High Sierra Volunteer Trail Crew.

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.

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BIOTECHNOLOGY

BIOT 104  Seminar in Biotechnology
Transferable: CSU
This course will survey careers in biotechnology and ethical issues in biotechnology.

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This is a 4-week course that meets 2/13, 2/20, 2/27 and 3/3/10.

New! Liberal Arts Associate’s Degree Areas of Emphasis
Check out the updated Catalog online - www.gavilan.edu/catalog - click on Liberal Arts.

Gavilan College  •  www.gavilan.edu

BIO 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, Biotech Lab Skills and Instrumentation.

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Business Accounting: see Accounting

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.

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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.

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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.

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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.

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Campus under construction
ROOM NUMBERS MAY CHANGE!
Check room numbers online before your first class.

Classroom Locations: Refer to “How to Use This Schedule” on page 5.
You can now use the GoPrint system to print documents at all of Gavilan College's computer labs. No need to fumble around with coins! With your GoPrint or ASB card, you’re good to go. See ad on page 3.
Be Aware If your goal is a MULTIPLE SUBJECT CREDENTIAL, you may need MATH 12, Math for Elementary Teachers.

Gavilan College  ■  www.gavilan.edu

Spring 2010

Chemistry

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, complexes ions, electrochemistry, the chemistry of metals and nonmetals, as well as nuclear chemistry. PREREQUISITE: Chemistry 1A with a grade of C or better.

40688  Lec  PS105  Clark D  4.2  5.0  MWF  0945-1055
Lec  PS101  Clark D  3.2  4.0  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

40666  Lec  PS101  Clark D  3.2  5.0  TR  1250-0210
Lec  PS101  Clark D  6.6  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.

40670  Lec  PS105  Ndreu D  3.3  4.0  T  0800-0905
Lec  PS105  Ndreu D  3.3  R  0900-1005

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.

40672  Lec  PS105  Clark D  3.2  4.0  MW  0810-0930
Lab  PS101  Clark D  3.2  R  0945-1249

CHILD DEVELOPMENT

CD 1  Principles and Philosophies of Early Childhood Education
Transferable: CSU
An overview of current educational theories and research, as well as an historical perspective on the development of early childhood education. Observations in schools are to be arranged. ADVISORY: Eligible for English 250 and English 260.

40208  Lec  HU101  Mc Keilhan S  3.3  3.0  W  0600-0905

CD 2  Early Child Development
Transferable: CSU, UC, CSU-GE:D9, E, IGETC:4I; GAV-GE:D2
A systematic study of the child from prenatal life through the preschool years. The course integrates the basic concepts of physical, cognitive and psychosocial development at each major stage of life during this period. 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 250 and English 260. transfer students consult with advisor.

40322  Online class  Bumgarner M  3.0
You must have an email account to take this course. Start your course by going to http://www.gavilan.edu/distinguished. 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.

40338  Lec  GHS B1  O'Leary M  3.0  3.0  T  0330-0630
This class is part of the High Step Program. It will be offered at Gilroy High School, room B-1. This class is open to all students. For more information, see a Gavilan counselor. Ad on page 13.

CD 3  Child Growth and Development During the School Years
Transferable: CSU, UC, CSU-GE:D9, E, IGETC:4I; GAV-GE:D2
Continuation of the study of the principles of child development with emphasis from children from six years through adolescence. Includes developmental theories and topics relevant to these ages. This course is also listed as PSYC 3. This course has the option of a letter grade or pass/no pass. ADVISORY: Eligible for English 250 and English 260. Child Development 2; transfer students consult with advisor.

40304  Lec  MHG4  Burmager M  3.2  3.0  MW  0945-1105
Above class meets at Morgan Hill Community site.

40299  Lec  GHS B6  O'Leary M  3.0  3.0  R  0330-0630
This class is part of the High Step Program. It will be offered at Gilroy High School, room B-6. This class is open to all students. For more information, see a Gavilan counselor. Ad on page 13.

40343  Lec  HOL6  Muscar D  3.3  3.0  W  0600-0905
Above class meets at the Hollister Briggs site.

CD 5  Child/Family and Community
Transferable: CSU

40318  Lec  LI100  Staff  3.2  3.0  R  0600-0905

40686  Lec  MP103  Carillo-Gaitan  3.3  3.0  T  0600-0905

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.

40335  Lec  MHG4  Burmager M  3.4  3.0  MW  1120-1245
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.

40336  Lec  MHG4  Malaspina B  3.3  3.0  R  0600-0905
Above class meets at Morgan Hill Community site.

Classroom Locations: Refer to “How to Use This Schedule” on page 5.
GoPrint You can now use the GoPrint system to print documents at all of Gavilan College’s computer labs. No need to fumble around with coins! With your GoPrint or ASB card, you’re good to go. See ad on page 3.

CD 10 Children with Special Needs
Transferable: CSU
An introductory course in special education, which includes a survey of special needs such as learning disabilities, emotional disturbances, developmental delays, physical limitations, cognitive differences, and giftedness. Students will study the history of special education and legislation in the USA, ethical assessment and family-based intervention techniques, diversity and family issues, advocacy for special needs children, and the use of technology in special education environments. This course has the option of a letter grade or pass/no pass. ADVISORY: Eligible for English 250 and 260. Completion of CD 2.

CD 11A Administration of Programs for Young Children
Transferable: CSU
The principles and practices of the organization and administration of facilities for preschool aged children. Areas covered include organizational structure, budgeting, personnel policies and practices, records, statistics, reporting, relationship with community resources, regulatory agencies, and parents. ADVISORY: Child Development 1 and 2.

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.

CD 14A Working with School Age Children
Transferable: CSU
Students will learn the developmental characteristics of school aged children, issues relating to before and after school programs for children from kindergarten to grade eight, and specific details of administering and leading such a program. Other topics include recreation versus academic enrichment, staffing requirements, age groupings, program content, and community resources. This course has the option of a letter grade or pass/no pass. ADVISORY: Eligible for English 250 and 260. Child Development 3.

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 260.

Complete your year of Organic or General Chemistry here at Gavilan College!

CHEM 1B General Chemistry
The second semester of a year-long General Chemistry course designed as a continuation of Chemistry 1A. Chem 1B is a prerequisite for Chem 12A (taught in the fall semester)

CHEM 12B Organic Chemistry
The second semester of a year-long Organic Chemistry course designed as a continuation of Chemistry 12A.

CHEM 30A Elementary Chemistry
The first semester chemistry course designed for majors preparing to take Chemistry 1A, nursing and allied health students, as well as general education. Chem 30A is a prerequisite for Chem 30B (taught in the spring semester)

CHEM 30B Elementary Organic and Biochemistry
The second semester of a year-long Elementary Chemistry course designed as a continuation of Chemistry 30A.

CHEM 30A and B satisfy the Physical Science requirement for transfer to both the California State University and the University of California systems. They may also satisfy Science major prerequisites. See a counselor.

Instructor for all courses: Dr. Dale Clark
All of the above courses satisfy Science major prerequisites and the Physical Science requirement for transfer to both the California State University and the University of California systems.

CD 21 Creative Art Experiences for Young Children
Transferable: CSU
Design curriculum that is creative and uses children’s art activities in the early childhood classrooms that meet the development needs of all children in social, emotional, cognitive, language and physical development. Guidelines for designing effective classrooms, art activities, dramatic play areas, and circle time will be covered. Students will design and facilitate original creative learning experiences that foster positive development and relationships during art, music, dramatic play, block play, health and safety, cooking, multicultural, and seasonal activities. Students will compile an activity binder and practice leading activities in the Gavilan Child Development Center. ADVISORY: Eligible for English 250 and English 260.

CD 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 three times or 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 approved by the department and the dean.

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.

CRN Type Room Instructor Hrs. Units Days Begin-End
40265 Ind LS202B Bumgarner M 1.0

www.gavilan.edu  n  Gavilan College 45
**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.

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Above class meets at the Hollister Briggs site.

**CD 28A**  
**Child Dev & Guidance for Family Child Care/Foster Care**  
Transferable: CSU  
An overview of the development of young children from pre-birth through age twelve, primarily designed for the family child care provider or foster parent. Students will be exposed to appropriate expectations and developmentally appropriate learning experiences for each stage of development. Six 3-hour sessions, or may be taught on three Saturdays. This course has the option of a letter grade or pass/no pass.

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**CD 28B**  
**Dev Learning Activities for Family Child Care & Foster Care**  
A practical curriculum development course for child care providers. The course includes a brief overview of children’s learning processes and practical activities. Students will study appropriate curriculum for infants, toddlers, preschool, and school-age children in all areas of development. Students will learn how to set up a family child care environment. This course has the option of a letter grade or pass/no pass.

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**CD 30B**  
**Teaching Practicum 2 - Reflective Practice in the Classroom**  
Transferable: CSU  
Continuation of CD 30A with emphasis on assessment, conferencing and planning skills. Completion of 30A and 30B, each with concurrent enrollment in 2-4 units of CD 190, satisfies the associate degree student teaching requirements. ADVISORY: Completion of Child Development CD 30A with a grade of “C” or higher. Concurrent enrollment in at least 2 units of CD 190.

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**REGISTER ONLINE ...**

Go to www.gavilan.edu and click on the Self-Service Banner icon.

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**CMUN 3**  
**INTERPERSONAL COMMUNICATION**

Study 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 are explored.

Fulfills CSU and UC Oral Communication transfer requirements.

**CMUN 4**  
**Intercultural Communication**

- Learn about people from different cultures.
- Increase your awareness and understanding of diversity.
- Study verbal and nonverbal communication.
- Become a competent communicator in an intercultural society.

CMUN 4 satisfies the Social Science requirement for the Gavilan AA/AS Degree and for transfer to UC and CSU.

**CD 31**  
**Tutoring School-Age Children**  
Transferable: CSU  
An introductory course for students who wish to work as tutors in classroom settings. Students will gain and apply skills needed to function within a public school setting and develop effective strategies for helping children learn to read and write. Additionally, students will be encouraged to explore related career options, while developing and practicing social awareness and the ability to learn from field experiences in a self-directed manner. This course has the option of a letter grade or pass/no pass.

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<tr>
<td>You must have an email account to take this course. Start your course by going to <a href="http://www.gavilan.edu/disted">http://www.gavilan.edu/disted</a>. 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 <a href="mailto:disted@gavilan.edu">disted@gavilan.edu</a>.</td>
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**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 for families, program staff and children. ADVISORY: Eligible for English 1A.

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**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.

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<th>CRN</th>
<th>Type</th>
<th>Room</th>
<th>Instructor</th>
<th>Hrs.</th>
<th>Units</th>
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<td>Above class meets at the Hollister Briggs site.</td>
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**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 2.0 GPA. REQUIRED: Declared vocational major.  
For the following classes: In order to obtain Field Work Credit for the Occupational Work Experience placement, students must enroll in CD290A or 30B.

<table>
<thead>
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<th>Type</th>
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<td>0400-0500</td>
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**Come on a voyage of self-discovery and become more culturally fluent.**

**Take...**

**CMUN 4**

- Learn about people from different cultures.
- Increase your awareness and understanding of diversity.
- Study verbal and nonverbal communication.
- Become a competent communicator in an intercultural society.

**CMUN 4** satisfies the Social Science requirement for the Gavilan AA/AS Degree and for transfer to UC and CSU.

**Classroom Locations:** Refer to “How to Use This Schedule” on page 5.
CMUN 1A Introduction to Public Speaking
Transferable: CSU, UC; CSU-GE:A1, IGETC:1C; GAV-GE:A1
Basic principles of effective human communication and their function in contemporary public settings; emphasis is on the speech to inform, with special consideration given to fundamental communication skills, including organization, reasoning, explanation and listening. ADVISORY: Eligible for English 250 and English 260.

- 40583 Lec HOL1 Andrade A
  CRN: 40583
  Room: HOL1
  Instructor: Andrade A
  Hrs.: 3.2
  Units: 3.0
  Days: MW
  Begin-End: 0810-0930

CMUN 2 Oral Reading
Transferable: CSU, UC; CSU-GE:A1, IGETC:1C; GAV-GE:A1
An introduction to the analysis, preparation and dramatic reading of literature, including classical and contemporary prose, poetry and drama. Students will prepare, analyze and orally present and interpret great works of drama and literature for an audience. This course is also listed as THA 4. ADVISORY: Eligible for English 250 and English 260.

- 40533 Lec TH125 Lawton-Haehl J
  CRN: 40533
  Room: TH125
  Instructor: Lawton-Haehl J
  Hrs.: 3.2
  Units: 3.0
  Days: TR
  Begin-End: 1120-1240

CMUN 4 Intercultural Communication
Transferable: CSU, UC; CSU-GE:A1, IGETC:1C; GAV-GE:A1
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.

- 40586 Lec PB1 Waddell E
  CRN: 40586
  Room: PB1
  Instructor: Waddell E
  Hrs.: 3.2
  Units: 3.0
  Days: MW
  Begin-End: 0945-1105

- 40585 Lec PB1 Giacalone S
  CRN: 40585
  Room: PB1
  Instructor: Giacalone S
  Hrs.: 3.2
  Units: 3.0
  Days: MW
  Begin-End: 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: Eligible for English 250 and English 260.

- 40557 Lec PB1 Besson D
  CRN: 40557
  Room: PB1
  Instructor: Besson D
  Hrs.: 3.2
  Units: 3.0
  Days: TR
  Begin-End: 0945-1105

- 40558 Lec PB1 Giacalone S
  CRN: 40558
  Room: PB1
  Instructor: Giacalone S
  Hrs.: 3.3
  Units: 3.0
  Days: TR
  Begin-End: 0900-1205

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 PSYC 6, AJ 6 and PSYC 6. ADVISORY: Eligible for English 250 and English 260.

- 40590 Lec SS210 Halper L
  CRN: 40590
  Room: SS210
  Instructor: Halper L
  Hrs.: 3.2
  Units: 3.0
  Days: MW
  Begin-End: 1120-1240

CMUN 8 Interpersonal Communication
Transferable: CSU, UC; CSU-GE:A1, IGETC:1C; GAV-GE:A1
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.

- 40569 Lec PB1 Besson D
  CRN: 40569
  Room: PB1
  Instructor: Besson D
  Hrs.: 3.2
  Units: 3.0
  Days: TR
  Begin-End: 1120-1240

CMUN 10 Small Group Communication
Transferable: CSU; 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.

- 40551 Lec PB1 Avila C
  CRN: 40551
  Room: PB1
  Instructor: Avila C
  Hrs.: 3.2
  Units: 3.0
  Days: TR
  Begin-End: 0945-1105

- 40548 Lec MHG10 Cowan D
  CRN: 40548
  Room: MHG10
  Instructor: Cowan D
  Hrs.: 3.2
  Units: 3.0
  Days: TR
  Begin-End: 0945-1105

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.

- 40938 Lec HOL3 Mendez F
  CRN: 40938
  Room: HOL3
  Instructor: Mendez F
  Hrs.: 3.9
  Units: 1.0
  Begin-End: 0900-0935
### Computer Art: see ART 48A/B, CGD, CSIS or Digital Media

<table>
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### Computer Graphics & Design

#### 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.

Mandatory course orientation for the following classes will be conducted March 2: 4:30-5:30 pm, March 3: 3:30-6:30 pm and March 4: 8-9 am in the North/South Lounge. Students need to attend one of the three meetings. Please contact Susan Sweeney, CWE Coordinator at (408) 848-4613 for more information.

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<th>CRN</th>
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### Computer Science & Information Systems

#### CSIS 1 Computer Literacy - MS Office

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

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.

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#### 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, database 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.

The following three HYBRID lecture/online classes will be delivered partially over the Internet. See the online syllabi for details. http://www.gavilan.edu/disted/

<table>
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<th>CRN</th>
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<td>M</td>
<td>0600-0905</td>
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#### 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.

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<th>CRN</th>
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Check out **Classes offered at the satellite sites...**

**Hollister classes - page 94**

**Morgan Hill classes - page 96**

[48] Gavilan College ■ www.gavilan.edu

Classroom Locations: Refer to "How to Use This Schedule" on page 5.