ACCOUNTING

ACCT 121: 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. Also listed as CSIS 121. ADVISORY: CSIS 1 or CSIS 2 or equivalent computer experience.

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course</th>
<th>Type</th>
<th>Units</th>
<th>Time</th>
<th>Days/Dates</th>
<th>Location</th>
<th>Instructor</th>
<th>Open Seats</th>
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<tr>
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<td>09:00 am - 12:35 pm</td>
<td>F 10/14/2016 - 12/16/2016</td>
<td>HOL-3</td>
<td>Mendez, Frank</td>
<td>18</td>
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</tbody>
</table>

ALLIED HEALTH (NURSING)

AH 191A: 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.

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course</th>
<th>Type</th>
<th>Units</th>
<th>Time</th>
<th>Days/Dates</th>
<th>Location</th>
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<td>HOL-1</td>
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</table>

ART

ART 1A: Art History

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

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course</th>
<th>Type</th>
<th>Units</th>
<th>Time</th>
<th>Days/Dates</th>
<th>Location</th>
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<td>10149</td>
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<td>M</td>
<td>HOL-2</td>
<td>Angel, Wendy</td>
<td>3</td>
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</tbody>
</table>

BUSINESS

BUS 1: Fundamentals of Business

A survey in business providing a multidisciplinary examination of how culture, society, the economic system, the legal environment, international and political issues, financial institutions, and human behavior interact to affect a business organization’s policy and practices within the U.S. and abroad. Demonstrate how these influences impact the primary areas of business including: organizational structure and design, leadership, human resources management, organized labor practices; marketing; organized communication; technology; entrepreneurship; legal, accounting, financial practices; the stock and securities markets; and therefore affect a business’s ability to achieve its organizational goals. This course has the option of a letter grade or pass/no pass. Previously listed as GBUS 1. (C-ID: BUS 110) ADVISORY: Eligible for English 250 and English 260.

Open Seats Available as of: 4/6/2017 3:03:05 PM
BUSINESS OFFICE TECHNOLOGY

BOT 191A: 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.

CD 4: Observing and Assessing Children

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

CD 40: Child and Adolescent Development


This course examines typical and atypical development within the psychosocial, cognitive/linguistic/developmental, and physical domains from conception through adolescence. There will be an emphasis on interactions between maturational processes and environmental factors. Upon completion of this course, students will be able to evaluate theories and research of child development through observation and evaluation. This course is also listed as PSYC 40. (C-ID: CDEV 100) ADVISORY: Eligible for English 1A; transfer students consult with advisor.

COMMUNICATION STUDIES

CMUN 1A: Introduction to Public Speaking


Basic principles of effective human communication and their function in contemporary public settings; emphasis is on the speeches to inform and persuade, with special consideration given to fundamental communication skills, including organization, reasoning, explanation, rhetoric and listening. (C-ID: COMM 110) ADVISORY: Eligible for English 250 and English 260.
CMUN 10: Small Group Communication

An introductory course that develops basic individual reasoning skills, insights and experiences in information-sharing, interacting, decision-making, problem-solving, persuasion, and resolution of disputes and other issues central to group processes. (C-ID: COMM 140) ADVISORY: Eligible for English 250 and English 260.

CMUN 10: Small Group Communication
CRN: 10171
Type: Lec
Units: 3.0
Time: 09:45 am - 11:10 am
Days/Dates: MW
Location: HOL-2
Instructor: Andrade, Adrian

Above class meets at the Hollister Briggs site.

COMPUTER SCI & INFO SYSTEMS

CSIS 121: 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. Also listed as ACCT 121. ADVISORY: CSIS 1 or CSIS 2 or equivalent computer experience.

CSIS 121: Spreadsheet - MS Excel
CRN: 10918
Type: Lec
Units: 2.0
Time: 09:00 am - 12:35 pm
Days/Dates: F
Location: HOL-3
Instructor: Mendez, Frank

10/14/2016 - 12/16/2016
Above class meets at the Hollister Briggs site.

ENGLISH

ENGL 1A: Composition
Transferable: 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 (a minimum of 6,000 words) and read at least five works, two of which are book length. (C-ID: ENGL 100) PREREQUISITE: English 250 and English 260 or equivalent with grade of "C" or better or satisfactory score on the English placement examination.

ENGL 1A: Composition
CRN: 10329
Type: Lec
Units: 3.0
Time: 06:00 pm - 09:10 pm
Days/Dates: T
Location: HOL-5
Instructor: Mora, Angela

Above class meets at the Hollister Briggs site.

CRN: 10333
Type: Lec
Units: 3.0
Time: 11:20 am - 12:45 pm
Days/Dates: TR
Location: HOL-5
Instructor: Salv in, Christina

Above class meets at the Hollister Briggs site.

CRN: 10334
Type: Lec
Units: 3.0
Time: 09:00 am - 12:10 pm
Days/Dates: F
Location: HOL-5
Instructor: Mora, Glenda

Above class meets at the Hollister Briggs site.

This course meets at the Hollister Briggs site and requires concurrent enrollment in a one-hour support class CRN 10846 directly following class on Tuesday and will focus on environmental issues, particularly those connected to what we eat and where we live.

ENGL 1A: Composition
CRN: 10334
Type: Lec
Units: 3.0
Time: 09:00 am - 12:10 pm
Days/Dates: F
Location: HOL-5
Instructor: Mora, Glenda

Above class meets at the Hollister Briggs site.

This class is part of a learning community. If you enroll you must also enroll in LIB 200 #10314.

This class is part of a learning community. If you enroll you must also enroll in LIB 200 #10314.

ENGL 1A: Composition
CRN: 10329
Type: Lec
Units: 3.0
Time: 06:00 pm - 09:10 pm
Days/Dates: T
Location: HOL-5
Instructor: Mora, Angela

Above class meets at the Hollister Briggs site.

ENGL 1C: Critical Thinking and Writing
Transferable: 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. Students will write a minimum of 6,000 words. (C-ID: ENGL 105) PREREQUISITE: English 1A with a grade of "C" or better.

ENGL 1C: Critical Thinking and Writing
CRN: 10134
Type: Lec
Units: 3.0
Time: 09:00 am - 12:10 pm
Days/Dates: F
Location: HOL-5
Instructor: Mora, Glenda

Above class meets at the Hollister Briggs site.

This class is part of a learning community. If you enroll you must also enroll in LIB 200 #10314.

ENGL 1C: Critical Thinking and Writing
CRN: 10134
Type: Lec
Units: 3.0
Time: 09:00 am - 12:10 pm
Days/Dates: F
Location: HOL-5
Instructor: Mora, Glenda

Above class meets at the Hollister Briggs site.

This class is part of a learning community. If you enroll you must also enroll in LIB 200 #10314.
ENGL 250: Practical Writing

This course covers writing clear, correct, effective essays and learning preliminary research skills. Also listed as English 250P. PREREQUISITE: English 440 or ESL 563 with a grade of 'C' or better or satisfactory score on the English placement examination.

ENGL 260: Preparation for College Reading

Transferable: GAV-GE:A3

This is a course presenting strategies in the technique and practice of college level critical reading and thinking skills. Also listed as English 260P. PREREQUISITE: Completion of English 420 or ESL 562 with a grade of 'C' or better or Assessment recommendation.

ENGL 420: Reading Improvement

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.
ENGL 440: Basic Writing

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.

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course</th>
<th>Type</th>
<th>Units</th>
<th>Time</th>
<th>Days/Dates</th>
<th>Location</th>
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<td>11:20 am - 12:45 pm</td>
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<td>ENGL 440</td>
<td>Lab</td>
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<td>01:00 pm - 01:50 pm</td>
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<td>HOL-3</td>
<td>Mora, Angela</td>
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<tr>
<td>10514</td>
<td>ENGL 440</td>
<td>Lec</td>
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<td>Lab</td>
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<td>01:00 pm - 01:50 pm</td>
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<td>HOL-3</td>
<td>Mora, Angela</td>
<td></td>
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</tbody>
</table>

GUIDANCE

GUID 191A: 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.

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course</th>
<th>Type</th>
<th>Units</th>
<th>Time</th>
<th>Days/Dates</th>
<th>Location</th>
<th>Instructor</th>
<th>Open Seats</th>
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<td>GUID 191A</td>
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<td>HOL-1</td>
<td>Mendez, Frank</td>
<td>22</td>
</tr>
</tbody>
</table>

GUID 210: First Year College Student Seminar

Students will acquaint themselves with college and university requirements, educational alternatives, and strategies for academic success. This will include an orientation to college programs, services, policies and facilities. Students will apply assessment test results, develop an individualized education plan and class schedule, and/or enroll in first semester classes. This course has the option of a letter grade or pass/no pass.

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course</th>
<th>Type</th>
<th>Units</th>
<th>Time</th>
<th>Days/Dates</th>
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<td>Velarde-Barros, Carla</td>
<td>9</td>
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</table>

HISTORY
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 v.s. 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. (C-ID: HIST 130) ADVISORY: Eligible for English 250 and English 260.

CRN Course Type Units Time Days/Dates Location Instructor Open Seats
10624 HIST 1 Lec 3.0 08:10 am - 09:35 am T HOL-2 Luna, Enrique 7

Above class meets at the Hollister Briggs site.

HIST 2: United States History Reconstruction to the Present

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 v.s. 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. (C-ID: HIST 140) ADVISORY: Eligible for English 1A.

CRN Course Type Units Time Days/Dates Location Instructor Open Seats
10738 HIST 2 Lec 3.0 06:00 pm - 09:10 pm W HOL-4 Baker, Miranda 6
Above class meets at the Hollister Briggs site.

10740 HIST 2 Lec 3.0 08:10 am - 09:35 am R HOL-2 Luna, Enrique 18
Above class meets at the Hollister Briggs site.

KINESIOLOGY

KIN 62A: Yoga - Beginning
Transferable: CSU-GE:E, GAV-GE:E1

Coeducational activity designed for beginning yoga students. The emphasis will be on physical alignment and form, accessing postures through the use of props. This is a program designed to improve flexibility and reduce stress by learning a series of poses and focusing on the proper breathing techniques. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 62. Courses should be taken in sequential order.

CRN Course Type Units Time Days/Dates Location Instructor Open Seats
10238 KIN 62A Lab 1.0 05:30 pm - 06:55 pm TR OFFSTE-PORTHL Muscar, Deborah 27

Class location: Portuguese Hall, 695 Seventh Street, Hollister, CA.

KIN 62B: Yoga - Intermediate
Transferable: CSU-GE:E, GAV-GE:E1

Coeducational activity designed for intermediate yoga students. Emphasis will be on strength, stamina, and flexibility. This is a program designed to improve flexibility and reduce stress by learning a series of poses and focusing on proper breathing techniques. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 62. Courses should be taken in sequential order.

CRN Course Type Units Time Days/Dates Location Instructor Open Seats
10239 KIN 62B Lab 1.0 05:30 pm - 06:55 pm TR OFFSTE-PORTHL Muscar, Deborah 38

Class location: Portuguese Hall, 695 Seventh Street, Hollister, CA.

KIN 62C: Yoga - Advanced
Transferable: CSU-GE:E, GAV-GE:E1

Coeducational activity designed for advanced yoga students. Emphasis will be on linking the breath, drishti, and mudras with the appropriate pose. This is a program designed to improve flexibility and reduce stress by learning a series of poses and focusing on proper breathing techniques. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 62. Courses should be taken in sequential order.
**MATHEMATICS**

**MATH 240: Algebra II**
Transferable: GAV-GE:B4

This is a second course of algebra and is designed for STEM and other math based majors. It will cover solving systems of equations with matrices, graphs and functions, absolute value equations and inequalities, radical, quadratic, exponential and logarithmic expressions and functions, complex numbers, conic sections, and problem solving strategies. PREREQUISITE: Math 430 with a grade of C or better, or Math 205, Math 205B, or Math 233A with a grade of C or better, or assessment test recommendation.

**MATH 400: Elements of Arithmetic**

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.

**MATH 430: Algebra I**

This is the first course of algebra. It will cover simplifying algebraic expressions, linear equations and inequalities, linear functions and their graphs, systems of equations, polynomials, factoring, rational expressions, and applications of all of the above. PREREQUISITE: Math 402 with a grade of "Pass", or Math 411 or Math 205A with a grade of C or better, or assessment test recommendation.

**PHILOSOPHY**

**PHIL 4: Critical Thinking and Writing**
Transferable: 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 for the student and helpful in other aspects of life. The student will learn techniques of critical thinking, playing 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. Students will write a minimum of 8,000 words. PREREQUISITE: English 1A
POLITICAL SCIENCE

POLS 1: Introduction to American Government

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. (C-ID: POLS 110) ADVISORY: Eligible for English 250 and English 260.

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course</th>
<th>Type</th>
<th>Units</th>
<th>Time</th>
<th>Days/Dates</th>
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<td>10837</td>
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<td>Lec</td>
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<td>T</td>
<td>HOL-2</td>
<td>Rivas, Robert</td>
<td>1</td>
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</tbody>
</table>

PSYCHOLOGY

PSYC 10: Introduction to Psychology

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. This course was previously listed as PSYC 1A. (C-ID: PSY 110) ADVISORY: Eligible for English 250 and English 260.

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course</th>
<th>Type</th>
<th>Units</th>
<th>Time</th>
<th>Days/Dates</th>
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<td>HOL-1</td>
<td>Oler, Carlton</td>
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</table>

SOCIOMETRY

SOC 1A: Introduction to Sociology
Transferable: CSU-GE-D, IGETC:4J, GAV-GE:D2; CAN:SOC2

Analysis of the structure and dynamics of human society focusing on basic concepts, theories and methods; the development of culture; the socialization process; group behavior; social inequality, deviance; sexism, racism, and ageism; major social structures and social institutions; human ecology, and global dynamics. Emphasizes contemporary American society. (C-ID: SOCI 110) ADVISORY: Eligible for English 250 and English 260.

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course</th>
<th>Type</th>
<th>Units</th>
<th>Time</th>
<th>Days/Dates</th>
<th>Location</th>
<th>Instructor</th>
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<td>SOC 1A</td>
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<td>HOL-1</td>
<td>Park, Nicholas</td>
<td>11</td>
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</tbody>
</table>

SPANISH

SPAN 1A: Elementary Spanish
Transferable: CSU-GE:C2, GAV-GE:C2, GAV-GE: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. (C-ID: SPAN 100)
### SPAN 1A: Elementary Spanish

#### Transferable:
- 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.

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course</th>
<th>Type</th>
<th>Units</th>
<th>Time</th>
<th>Days/Dates</th>
<th>Location</th>
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</tbody>
</table>

#### ENGLISH

**ENGL 749: Writers’ Workshop**

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.

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course</th>
<th>Type</th>
<th>Units</th>
<th>Time</th>
<th>Days/Dates</th>
<th>Location</th>
<th>Instructor</th>
<th>Open Seats</th>
</tr>
</thead>
<tbody>
<tr>
<td>10846</td>
<td>ENGL 749</td>
<td>Lab</td>
<td>6.0</td>
<td>12:50 pm - 01:50 pm</td>
<td>T</td>
<td>HOL-3</td>
<td>Salvin, Christina</td>
<td>16</td>
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</table>

This class is LINKED to CRN: 10333 and both classes must be taken together.

**ENGL 756: GED Preparation**

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

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<tr>
<th>CRN</th>
<th>Course</th>
<th>Type</th>
<th>Units</th>
<th>Time</th>
<th>Days/Dates</th>
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<tbody>
<tr>
<td>10887</td>
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<td>Lab</td>
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<td>08:30 am - 10:00 am</td>
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<td>HOL-5</td>
<td>Gonzales-Ramirez, Beatrice</td>
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<td>8/29/2016 - 12/16/2016</td>
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<tr>
<td>10889</td>
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<td>Lab</td>
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<td>HOL-5</td>
<td>Gonzales-Ramirez, Beatrice</td>
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<td>8/29/2016 - 12/16/2016</td>
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**ENGLISH AS A SECOND LANGUAGE**

**ESL 702A: ESL Citizenship**

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

*Online Classes - To start your course, go to: https://my.gavilan.edu. You must login by 11:59 p.m. the 1st day of the course and late adds must login within 24 hours of adding or you may be dropped. For help, email your instructor.*
ESL 702A

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. ADVISORY: ESL Assessment Recommendation

ESL 727: NC Integrated Reading, Writing I

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. ADVISORY: ESL Assessment Recommendation

ESL 746: NC Introduction to Computers for ESL Students

Introduction to basic computer hardware functions and terminology; overview of Windows operating environment and word processing for ESL students.

ESL 775: ESL Literacy I

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

ESL 786: NC ESL Lifeskills 2A

This is the third course in a series of English classes for students with low beginning oral or written English competency. Through listening, speaking, reading and writing activities, students learn to use grammatical structures of English with increasing accuracy while gaining basic life skills. ADVISORY: ESL Assessment Recommendation