GAVILAN COLLEGE











2020 - 2021







CATALOG

***ACADEMIC PROGRAMS

Accounting

Accounting



Business: Accounting AA

Students will have job entry skills for these occupations: accounting clerk, accounts receivable/ payable, full charge bookkeeping, general ledger accounting, general office accounting. For those who do not already have a degree, the A.A. option is preferred by employers.

BUSINESS CORE COURSES **Units:** 9-19

CSIS 8	Introduction to the Internet	1
MATH 402	Pre-Algebra	3
OR		
MATH 411	Integrated Pre-Algebra	7
ACCT 20	Financial Accounting	4
OR		
ACCT 103	General Office Accounting	3
CSIS 1	Computer Literacy - Office Applications	2
OR		
CSIS 2	Computers in Business	4
OR		
CSIS 12L	Assembly Language Programming Lab	1
ECON 1	Principles of Macroeconomics	3
OR		
BUS 1	Fundamentals of Business	3
BOT 291A	Power Skills for the Workplace	1
OR		
BOT 291B	Power Skills for the Workplace	1
OR		
BOT 291C	Power Skills for the Workplace	1
ENGL 250	Practical Writing	3
OR		
		0
BOT 100	Effective Written and Oral Business Communication	3
OR		

BUS 100	Effective Written and Oral Business Communication	3

ADDITIONAL REQUIREMENTS: **Units:** 13.5-14.5

ACCT 20	Financial Accounting	4
ACCT 120	Computerized Accounting - QuickBooks	3
OR		
CSIS 120	Computerized Accounting - QuickBooks	3
BOT 212	Business Computations with Machines	0.5
ACCT 121	Spreadsheet - MS Excel	3
OR		
CSIS 121	Spreadsheet - MS Excel	3
CSIS 128	Database - MS Access	2
ACCT 105	Payroll Accounting	3

Recommended electives: **Units:** 0

ACCT 21	Managerial Accounting	4
ACCT 190	Occupational Work Experience/Accounting	1-4
BUS 80	Business Law	3
CSIS 122	Computer Keyboarding	0.5-2

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 57.5-72.5

Business: Accounting CA

This program allows student to gain experience and knowledge in basic accounting skills, therefore preparing them for entry-level accounting jobs. Job opportunities include: accounting clerk, accounting assistant, bookkeeper, payroll clerk, billing clerk, and accounts receivable/payable clerk.

CORE REQUIREMENT: Choose one. **Units:** 2-4

CSIS 1	Computer Literacy - Office Applications	2
CSIS 2	Computers in Business	4

OPTION REQUIREMENTS: Choose at least 6 units. **Units:** 6-7

ACCT 120	Computerized Accounting - QuickBooks	3
ACCT 20	Financial Accounting	4
OR		
ACCT 103	General Office Accounting	3

ELECTIVES: Choose electives from the list below so that the core plus additional requirements for the option plus electives equals 18 units. **Units:** 10

ACCT 20	Financial Accounting	4
ACCT 21	Managerial Accounting	4
ACCT 105	Payroll Accounting	3
ACCT 120	Computerized Accounting - QuickBooks	3
OR		
CSIS 120	Computerized Accounting - QuickBooks	3
ACCT 121	Spreadsheet - MS Excel	3
OR		
CSIS 121	Spreadsheet - MS Excel	3
BOT 100	Effective Written and Oral Business Communication	3
OR		
BUS 100	Effective Written and Oral Business Communication	3
BOT 212	Business Computations with Machines	0.5
BOT 291A	Power Skills for the Workplace	1
OR		
BOT 291B	Power Skills for the Workplace	1
OR		
BOT 291C	Power Skills for the Workplace	1
BUS 1	Fundamentals of Business	3
BUS 11	Statistics for Business and Economics	4
OR		
ECON 11	Statistics for Business and Economics	4
OR		
MATH 5	Introduction to Statistics	3
BUS 14	Personal Finance	3
OR		
ECON 14	Personal Finance	3
BUS 80	Business Law	3
CSIS 6	Webpage Authoring	3
OR		
DM 6	Webpage Authoring	3
CSIS 8	Introduction to the Internet	1
CSIS 75	Photoshop I - Adobe Photoshop	3
OR		
DM 75	Photoshop I - Adobe Photoshop	3
CSIS 122	Computer Keyboarding	0.5-2
CSIS 126	Word Processing - MS Word	3
CSIS 128	Database - MS Access	2
CSIS 129	Presentation Graphics - MS PowerPoint	1
OR		
CMUN 12	Business Communication	3
CMUN 129	Presentation Graphics - MS PowerPoint	1

ECON 1	Principles of Macroeconomics	3
CSIS 212	Keyboard Speed Building	0.5-1
ECON 2	Principles of Microeconomics	3

Total: 18-21

Courses

ACCT 20—Financial Accounting (4.0)
4.0 Lecture. An introduction to accounting as an information system, examining why it is important and how it is used by investors, creditors, and others to make decisions. The course covers the accounting information system including the process, purpose, concepts, rules, and theory. The course will include the application of accounting principles, concepts, and theory used to accumulate and summarize financial data into financial statements. The course will include issues relating to asset, liability, and equity valuation, revenue and expense recognition, cash flow, internal controls, and ethics. The course will include the critical analysis and interpretation of financial information and financial statements. This course has the option of a letter grade or pass/no pass. (C-ID: ACCT 110) ADVISORY: Intermediate Algebra (Math 233 or Math 240), English College Reading (English 260), English Practical Writing (English 250), and basic computerized spreadsheet knowledge. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2018.

ACCT 21—Managerial Accounting (4.0)
4.0 Lecture. This course will study how managers use accounting information for decision making, planning, directing and controlling. Topics will include managerial control methods, cost terms, cost concepts, cost behaviors, cost accounting, cost-volume-profit analysis, variable costing, budgeting, decision making concepts and other related topics. This course has the option of a letter grade or pass/no pass. (C-ID: ACCT 120) PREREQUISITE: ACCT 20, Financial Accounting. ADVISORY: Intermediate Algebra (Math 235 or Math 240), eligible for English 1A and basic computerized spreadsheet knowledge. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019.

ACCT 23—Independent Study (1.0-2.0)
3.0-6.0 TBA. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2011.

ACCT 103—General Office Accounting (3.0)
3.0 Lecture. 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 430 or equivalent Arithmetic proficiency (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019.

ACCT 105—Payroll Accounting (3.0)
3.0 Lecture. This is an introductory course in payroll accounting. Topics include: payroll laws and regulations, computation of wages and salaries, Social Security taxes, income tax withholding, employer taxes, payroll tax filing and reporting, and other related topics. This course has the option of a letter grade or pass/

no pass. ADVISORY: Eligible for Mathematics 430 or equivalent Arithmetic proficiency. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019.

ACCT 120—Computerized Accounting - QuickBooks (3.0)
3.0 Lecture. 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. This course is also listed as CSIS 120. (C-ID: ACCT 120) ADVISORY: CSIS 1 or CSIS 2 or the equivalent computer experience. ACCT 20 or ACCT 101 or ACCT 103 or ACCT 105 or the equivalent accounting experience. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019.

ACCT 121—Spreadsheet - MS Excel (3.0)
3.0 Lecture. This computer spreadsheet software course uses a hands-on approach to learning terms, commands, and applications of a spreadsheet program. It includes creating spreadsheets that utilize formulas, graphing, formatting, database features, and financial business calculations for decision making. 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 basic keyboarding skills. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2019.

ACCT 190—Occupational Work Experience/Accounting (1.0-4.0)
3.3-16.7 Lab. 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. Student repetition is allowed per Title 5 Section 55253. Minimum 2.00 GPA. REQUIRED: Declared vocational major. (Pass/No Pass.) Effective: Fall 2016.

Administration of Justice

Administration of Justice



ADT: Administration of Justice AS-T - CSU Transfer

Upon completion of this degree, students will be prepared to pursue a BA/BS in Criminal Justice. Administration of Justice is the study of the causes, consequences and control of crime. The program leading to the Associate in Science in Administration of Justice for Transfer is designed to acquaint pre-service and in-service students with the principles and practices of criminal justice systems in America. Although the programs curriculum allows for the development of depth in one of the subject's substantive subsystems (i.e. law enforcement, juvenile, courts or corrections), our objective is to familiarize students with activities in all the above areas. The program is both academic and professional in that it is an interdisciplinary attempt to relate intellectual issues and practitioner perspectives to the challenge of crime in a free society. Consequently, the program provides preparation for employment with a related agency and/or transfer to a college or university. Students will be prepared to work in a variety of fields, including: public law enforcement agencies such as municipal police, probation officers, county deputy sheriffs, correctional offices, game wardens, state parks, and private security. Those completing the AS-T in Administration of Justice degree will be able to transfer to the California State University system and be prepared to study in the following areas: Administration of Justice, Law Enforcement, Correctional Administration, Social Science, and Pre-Law.

List A: Required Courses (6 units total): **Units:** 6

AJ 10	Introduction to the Administration of Justice	3
AJ 14	Criminal Law	3

List B: Choose TWO of the following courses (6 units total): **Units:** 6

AJ 12	Criminal Procedures	3
AJ 16	Introduction to Evidence	3
AJ 18	Community Relations and the Justice System	3
AJ 19	Introduction to Investigation	3
AJ 20	Juvenile Law and Procedure	3

List C: Choose TWO of the following courses (6 units total): **Units:** 6

SOC 1A	Introduction to Sociology	3
PSYC 10	Introduction to Psychology	3

MATH 5	Introduction to Statistics	3

Plus completion of CSU or IGETC requirements: **Units:** 37-39

Complete 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following: The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education –Breadth Requirements. Obtain a minimum grade point average of 2.0. Earn a "C" or better in all courses required for the major or area of emphasis. A "P" (Pass) grade is not an acceptable grade for courses in the major.

Units Required for the Major: 18 **Units:**
Double Counted Units: **Units:**
General Education Requirements: CSU GE: 39; IGETC: 37 **Units:**
Electives needed to get to 60 Units: **Units:**
Total Units for the Degree: 60 Units **Units:**
Total: 55-57

AJ: Law Enforcement AA

The law enforcement program provides a course of study to prepare students for employment in private security and public law enforcement agencies, including: state parks, municipal police, game wardens, probation officers, county deputy sheriffs, county and state correctional officers and the federal government. The associate degree program will prepare students for transfer to UC and CSU bachelors programs (if the IGETC or CSU GE pattern is chosen.) The certificate program is an option for students whose employment objectives are with agencies who require less than an A.A. degree.

Requirements: **Units:** 15

AJ 10	Introduction to the Administration of Justice	3
AJ 12	Criminal Procedures	3
AJ 14	Criminal Law	3
AJ 16	Introduction to Evidence	3
AJ 18	Community Relations and the Justice System	3

Choose 6 units **Units:** 6

AJ 5	Introduction to Modern International Terrorism	3
AJ 19	Introduction to Investigation	3
AJ 20	Juvenile Law and Procedure	3
AJ 21	Narcotics and Drug Abuse	3
AJ 32	Crime and Delinquency	3
AJ 173	Fundamentals of Probation and Parole	3
AJ 176	Criminal Street Gangs	3
AJ 184	Computer Forensics	3

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 56-60

AJ: Law Enforcement CA

The law enforcement program provides a course of study to prepare students for employment in private security and public law enforcement agencies, including: state parks, municipal police, game wardens, probation officers, county deputy sheriffs, county and state correctional officers and the federal government. The associate degree program will prepare students for transfer to UC and CSU bachelors programs (if the IGETC or CSU GE pattern is chosen.) The certificate program is an option for students whose employment objectives are with agencies who require less than an A.A. degree.

Requirements: **Units:** 15

AJ 10	Introduction to the Administration of Justice	3
AJ 12	Criminal Procedures	3
AJ 14	Criminal Law	3
AJ 16	Introduction to Evidence	3
AJ 18	Community Relations and the Justice System	3

Choose 6 units **Units:** 6

AJ 5	Introduction to Modern International Terrorism	3
AJ 19	Introduction to Investigation	3
AJ 20	Juvenile Law and Procedure	3
AJ 21	Narcotics and Drug Abuse	3
AJ 32	Crime and Delinquency	3
AJ 173	Fundamentals of Probation and Parole	3
AJ 176	Criminal Street Gangs	3
AJ 184	Computer Forensics	3

Total: 21

AJ: Law Enforcement Opt 2 (Police Academy) AA

The law enforcement program provides a course of study to prepare students for employment in private and public law enforcement agencies.

For specific police academy information and scheduling, (JLE 100, JLE 142, JLE 143, JLE 144) contact the South Bay Regional Public Safety Training Consortium. For specific police

academy information and scheduling, (AJ 100A) contact the Santa Clara County Office of the Sheriff.

Requirements: **Units:** 21-27

JLE 100	Basic Police Academy	22-27
OR		
AJ 100A	Basic Police Academy	21-24
OR		
JLE 142	Basic Police Academy Modular Level III	4
AND		
JLE 143	Basic Police Academy Modular, Level II	8
AND		
JLE 144	Basic Police Academy Modular, Level I	13.5

Electives: Select 6 units **Units:** 6

AJ 5	Introduction to Modern International Terrorism	3
AJ 19	Introduction to Investigation	3
AJ 20	Juvenile Law and Procedure	3
AJ 21	Narcotics and Drug Abuse	3
AJ 32	Crime and Delinquency	3
AJ 173	Fundamentals of Probation and Parole	3
AJ 176	Criminal Street Gangs	3
AJ 184	Computer Forensics	3

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 62-72

AJ: Law Enforcement Opt 2 (Police Academy) CA

The law enforcement program provides a course of study to prepare students for employment in private and public law enforcement agencies.

For specific police academy information and scheduling, (JLE 100, JLE 142, JLE 143, JLE 144) contact the South Bay Regional Public Safety Training Consortium. For specific police academy information and scheduling, (AJ 100A) contact the Santa Clara County Office of the Sheriff.

Four-year colleges may differ in their major preparation requirements for transfer. Consult a counselor regarding transfer requirements.

Required Core: (22 - 23.5 Units) **Units:** 21-27

JLE 100	Basic Police Academy	22-27

OR		
AJ 100A	Basic Police Academy	21-24
OR		
JLE 142	Basic Police Academy Modular Level III	4
AND		
JLE 143	Basic Police Academy Modular, Level II	8
AND		
JLE 144	Basic Police Academy Modular, Level I	13.5

Total: 21-27

Liberal Arts: Administration of Justice AA

REQUIREMENTS: **Units:** 18

AJ 10	Introduction to the Administration of Justice	3
AJ 12	Criminal Procedures	3
AJ 14	Criminal Law	3
AJ 16	Introduction to Evidence	3
AJ 18	Community Relations and the Justice System	3
AJ 19	Introduction to Investigation	3
AJ 20	Juvenile Law and Procedure	3
AJ 21	Narcotics and Drug Abuse	3
AJ 32	Crime and Delinquency	3
AJ 173	Fundamentals of Probation and Parole	3
AJ 176	Criminal Street Gangs	3
CMUN 6	Introduction to Conflict Resolution	3
OR		
POLS 6	Introduction to Conflict Resolution	3
OR		
PSYC 6	Introduction to Conflict Resolution	3

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 53-57

Courses

AJ 3A—Ethics (3.0) **This course will be discontinued effective Fall 2020**

3.0 Lecture. This course examines the central theories and perennial issues in ethics. The ethical system of Aristotle, Kant, and the utilitarians will be investigated. These systems will be applied to contemporary moral problems. Questions about objective morality, the ideal society, social justice, and moral agency will be pursued. This course is also listed as PHIL 3A. ADVISORY: Eligible for English 1A. (Standard Letter Grade.) Effective: Spring 2015 to Fall 2020.

AJ 5—Introduction to Modern International Terrorism (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. This course centers on conceptually defining terrorism (all types-foreign and domestic, left and right-wing, religious, environmental, and political, state and non-state), tracing the history and beginnings of modern international and domestic terrorism, critically examining the various U.S.- global responses to the 9-11-01 attacks, as well as generally evaluating and assessing how countries and people around the world try to cope with, prevent and/or respond to attacks by terrorist organizations, groups, or acts of terrorism perpetrated by nation-states or groups working with nation-states. This course has the option of a letter grade or pass/no pass. This course is also listed as POLS 5. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2016 to Spring 2021.

AJ 5—Introduction to Modern International Terrorism (3.0)
3.0 Lecture. This course centers on conceptually defining terrorism (all types-foreign and domestic, left and right-wing, religious, environmental, and political, state and non-state), tracing the history and beginnings of modern international and domestic terrorism, critically examining the various U.S.- global responses to the 9-11-01 attacks, as well as generally evaluating and assessing how countries and people around the world try to cope with, prevent and/or respond to attacks by terrorist organizations, groups, or acts of terrorism perpetrated by nation-states or groups working with nation-states. This course has the option of a letter grade or pass/no pass. This course is also listed as POLS 5. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

AJ 12—Criminal Procedures (3.0)
3.0 Lecture. Legal processes from pre-arrest, arrest through trial, sentencing and correctional procedures; a review of the history of case and common law; conceptual interpretations of law as reflected in court decisions; a study of case law methodology and case research as the decisions impact upon the procedures of the justice system. (C-ID: AJ 122) ADVISORY: AJ 10; Eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Fall 2017.

AJ 14—Criminal Law (3.0)
3.0 Lecture. 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. (C-ID: AJ 120) ADVISORY: AJ 10; Eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Fall 2017.

AJ 16—Introduction to Evidence (3.0)
3.0 Lecture. This course covers the origin, development, philosophy and basis of evidence; constitutional and procedural considerations affecting arrest, search and seizure; types of evidence and rules governing admissibility; judicial decisions interpreting individual rights and case studies. In addition to the Federal Rules of Evidence, the course also includes the California law regarding the rules of evidence. (C-ID: AJ 124) ADVISORY: AJ 10 and Eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Fall 2017.

AJ 18—Community Relations and the Justice System (3.0)
3.0 Lecture. The course examines the complex, dynamic relationship between communities and the institutions of the justice system in addressing crime and conflict with an emphasis on the challenges and prospects of administering justice within a diverse multicultural population. It also examines new strategies, skills, tools, and cultural knowledge necessary for personnel engaged in all aspects of the criminal justice system. (C-ID: AJ 160) ADVISORY: Eligible for English 250 and English 260; AJ 10. (Standard Letter Grade.) Effective: Fall 2017.

AJ 19—Introduction to Investigation (3.0)
3.0 Lecture. Fundamentals of investigation; techniques of crime scene search and recording; collection and preservation of physical evidence; modus operandi processes; sources of information; interview and interrogation, and follow-up investigation. (C-ID: AJ 140) ADVISORY: Eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Fall 2017.

AJ 21—Narcotics and Drug Abuse (3.0)
3.0 Lecture. Designed to explore the Administration of Justice system and the development of drug policy and drug problems. This will include drug identification, drug user recognition, drug effects, narcotic enforcement, drug prosecution, and drug treatment, rehabilitation and education. ADVISORY: Eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Fall 2017.

AJ 22—Field Work and Service (0.5-1.0)
1.5-3.0 TBA. 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. (Pass/No Pass.) Effective: Spring 2011.

AJ 23—Independent Study (1.0-2.0)
3.0-6.0 TBA. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2011.

AJ 32—Crime and Delinquency (3.0)
3.0 Lecture. An introduction to major types of criminal behavior, characteristics of offenders, factors which contribute to crime and delinquency; the criminal justice process: the function of law enforcement, the courts, probation, parole and institutions; changes in crime control and treatment processes, the role of society. ADVISORY: Eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Fall 2017.

JLE 100—Basic Police Academy (22.0-27.0) A new version of this course will be effective Fall 2017
5.1-6.4 Lecture, 45.6-57.2 Lab. This 880 - 1080 variable unit course satisfies all minimum required training mandates governed by the Commission on Peace Officer Standards and Training (POST) entry level Peace Officers. The course includes fundamental principles, procedures and techniques of law enforcement, including: Criminal Law, Patrol procedures, Cultural Diversity, Investigative procedures, Report Writing, Defensive Tactics, Firearms, Leadership, Ethics, Community Relations, Police Vehicles Operations, Traffic Enforcement, Accident Investigation and First Aid/CPR. This course is open to those students who meet and satisfy entry requirements including written examination, physical fitness examination, DOJ fingerprint clearance and medical clearance. This course requires significant time commitments and outside course work including uniform preparation, homework assignments and equipment maintenance. PREREQUISITE: 1. POST approved pre-entry English skills assessment examination provided by the Academy. 2. Penal Code Section 13511.5 requires that each applicant for admission to the basic course of training certified by the Commission (including the P.C. 832 course) that includes the carrying and use of firearms, and who is not sponsored by a local or other law enforcement agency, or is not a peace officer employed by the state or local agency, department, or district, shall be required to submit written certification from the Department of Justice that the applicant has no criminal history background which would disqualify him or her, from owning, possessing, or having under his or her control a firearm. 3. Medical clearance by a licensed physician. (Standard Letter Grade.) Effective: Spring 2014 to Fall 2017.

JLE 100—Basic Police Academy (22.0-27.0) A new version of this course will be effective Summer 2020
5.1-6.4 Lecture, 43.2-62.4 Lab. This 880 - 1240 variable unit course satisfies all minimum required training mandates governed by the Commission on Peace Officer Standards and Training (POST) entry level Peace Officers. The course includes fundamental principles, procedures and techniques of law enforcement, including: Criminal Law, Patrol procedures, Cultural Diversity, Investigative procedures, Report Writing, Defensive Tactics, Firearms, Leadership, Ethics, Community Relations, Police Vehicles Operations, Traffic Enforcement, Accident Investigation and First Aid/CPR. This course is open to those students who meet and satisfy entry requirements including written examination, physical fitness examination, DOJ fingerprint clearance and medical clearance. This course requires significant time commitments and outside course work including uniform preparation, homework assignments and equipment maintenance. PREREQUISITE: 1. POST approved pre-entry English skills assessment examination provided by the Academy. 2. Penal Code Section 13511.5 requires that each applicant for admission to the basic course of training certified by the Commission (including the P.C. 832 course) that includes the carrying and use of firearms, and who is not sponsored by a local or other law enforcement agency, or is not a peace officer employed by the state or local agency, department, or district, shall be required to submit written certification from the Department of Justice that the applicant has no criminal history background which would disqualify him or her, from owning, possessing, or having under his or her control a firearm. 3. Medical clearance by a licensed physician. (Standard Letter Grade.) Effective: Fall 2017 to Summer 2020.

JLE 100—Basic Police Academy (22.0-27.0)
5.1-6.4 Lecture, 43.2-62.4 Lab. This 880 - 1240 variable unit course satisfies all minimum required training mandates governed by the Commission on Peace Officer Standards and Training (POST) entry level Peace Officers. The course includes fundamental principles, procedures and techniques of law enforcement, including: Criminal Law, Patrol procedures, Cultural Diversity, Investigative procedures, Report Writing, Defensive Tactics, Firearms, Leadership, Ethics, Community Relations, Police Vehicles Operations, Traffic Enforcement, Accident Investigation and First Aid/CPR. This course is open to those students who meet and satisfy entry requirements including written examination, physical fitness examination, DOJ fingerprint clearance, medical clearance and medical insurance. This course requires significant time commitments and outside course work including uniform preparation, homework assignments and equipment maintenance as well as mandated field trips as needed to cover all material. (Standard Letter Grade.) Effective: Summer 2020.

AJ 100A—Basic Police Academy (21.0-30.0)
12.0-15.0 Lecture, 37.0-44.0 Lab. This 884 - 1062 variable unit course satisfies required training mandates governed by the Commission on Peace Officer Standards and Training (POST) entry level Peace Officers. The course includes principles, procedures and techniques of law enforcement, including: Criminal Justice Law, Patrol and Investigation procedures, Defensive Tactics, Firearms/ Chemical Agents, Leadership, Ethics, Community Relations, Police Vehicles Operations, Traffic Enforcement, Cultural Diversity, Report Writing, and First Aid/CPR. Course requires significant time commitment and outside course work including uniform preparation, homework assignments and equipment maintenance. PREREQUISITES: 1) Completion of POST approved pre-entry English skills assessment examination and physical agility test. 2) Medical clearance by a licensed physician. 3) Penal Code Section 13511.5 requires that each applicant for admission to the Basic Police Academy course shall be required to submit written certification from the Department of Justice that the applicant has no criminal history background which would disqualify him or her, from owning, possessing, or having under his or her control a firearm. (Standard Letter Grade.) Effective: Fall 2013.

JLE 102—Police Supervisor Course (2.0) A new version of this course will be effective Spring 2021

1.1 Lecture, 3.5 Lab. This course emphasizes the basic elements of supervision and how they may be applied to police work. Essentials of good leadership and understanding of the basic needs of human beings as well as ways to stimulate subordinates to better performance are the contents of the course. This is a pass/no pass course. ADVISORY: JLE 100 (Pass/No Pass.) Effective: Spring 2016 to Spring 2021.

JLE 102—Police Supervisor Course (2.0)
1.0 Lecture, 3.5 Lab. This course emphasizes the basic elements of supervision and how they may be applied to police work. Essentials of good leadership and understanding of the basic needs of human beings as well as ways to stimulate subordinates to better performance are the contents of the course. This is a pass/no pass course. PREREQUISITE: JLE100 Basic Police Academy or equivalent. (Pass/No Pass.) Effective: Spring 2021.

JLE 103—Supervisor Course Update (0.5-1.0)
0.3-0.8 Lecture, 0.6-1.5 Lab. Provides law enforcement and correctional supervisors to develop and refine their leadership skills. Students will review how to apply basic leadership knowledge, communication skills, team building, conflict management, legal responsibilities, stress management, workplace diversity, sexual harassment, performance skills, briefing skills, and situational decision-making in order to obtain the highest level of performance and accountability. This course will be updated regularly for currency according to POST and California Corrections Standard Authority. PREREQUISITE: POST certified basic law enforcement academy or equivalent as determined by the Dean of Academy Instruction. Note: Approval of equivalent training is not a guarantee state regulatory or licensing agencies will also grant equivalency. Prior to beginning this course students must already be familiar with, and be able to demonstrate all of the skills listed below. These will not be taught in the course; rather they will be the starting point for advanced officer training that builds upon them. These minimum knowledge and skill levels are regarding: 1. Officer safety 2. Proper and safe tactical movement 3. Proper and safe arrest and control technique 4. Proper and safe ground fighting technique 5. Proper and safe handling and use of chemical weapons 6. Familiarity with Leadership, Professionalism and Ethics 7. Familiarity with Penal codes used in policing 8. Familiarity with Vehicle codes used in policing 9. Familiarity with Health and Safety codes used in policing 10. Familiarity with Welfare and Institution codes used in policing. 11. Effective verbal communication used in policing 12. Effective non-verbal communication used in policing 13. Familiarity with case law pertinent to policing 14. Proper CPR technique 15. Proper first aid technique (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2016.

JLE 105—Correctional Officer Basic Academy (10.5-14.5)
8.6-10.3 Lecture, 7.4-14.9 Lab. This course is designed to meet the California Corrections Standard Authority (CSA) requirements for entry level training of Correctional Officers for adult institutions. The course includes lecture and practical application skills and knowledge including roles and responsibilities of the adult corrections officer, Title 15, Title 24, professionalism and ethics, and proper techniques to maintain the safety and security of inmates. (260-440 hours) ADVISORY: Eligible for English 250 and English 420. (Standard Letter Grade.) Effective: Fall 2017.

JLE 105—Correctional Officer Basic Academy (8.0-15.5)
5.5-11.1 Lecture, 7.8-13.3 Lab. This course is designed to meet the California Corrections Standard Authority (CSA) requirements for entry level training of Correctional Officers for adult institutions. The course includes lecture and practical application skills and knowledge including roles and responsibilities of the adult corrections officer, Title 15, Title 22, professionalism and ethics, and proper techniques to maintain the safety and security of inmates. (Standard Letter Grade.) Effective: Fall 2017.

AJ 105P—Standards and Training for Corrections (0.5-1.0) This course will be discontinued effective Spring 2021
5.0-10.0 Lecture, 15.0-30.0 Lab. This is a 32 to 40 hour variable unit course designed to meet advisory board, state standards, and agency education and training objectives for probation officers, and adult and juvenile institution staff. This course may be repeated for credit to meet training mandates. Subjects/topics include: legal and procedural issues; communication; safety

and security protocols, medical and mental/emotional issues; managing casework; and, management and supervision issues. Subjects/topics may change with advisory board, state standards, and agency education and training objectives. REQUIRED: Title 15, Division 1, Chapter 1, Subchapter 1, Sections 100 through 358 of the California Code of Regulations states in part: Agencies eligible for participation in STC include those of any county, city and county, or city defined as: county probation departments; county or city jails designated as Types I, II, III or IV by Title 15 CCR; or, juvenile institutions that operate as a separate entity or under jurisdiction of a county probation department , as described in Section 872 and 885 of the Welfare and Institutions Code. Staff deemed eligible for inclusion in the STC Program (those regulated by STC), are those that occupy regular budgeted positions in an agency. (Pass/No Pass.) Effective: Fall 2014 to Spring 2021.

JLE 107—Basic Academy Requalification (3.0) A new version of this course will be effective Spring 2020

1.1 Lecture, 6.6 Lab. The Commission on Peace Officer Standards and Training (POST) certifies this 137 hour course of training. It meets the content and hour requirement established by POST for re-qualification of former officers who have not been working as full time enforcement officers in California for a period exceeding three (3) years. PREREQUISITE: Basic Certificate or Equivalent (Standard Letter Grade.) Effective: Fall 2016 to Spring 2020.

JLE 107—Basic Academy Requalification (4.0)

2.0 Lecture, 6.0 Lab. The Commission on Peace Officer Standards and Training (POST) certifies this 144 hour course of training. It meets the content and hour requirement established by POST for re-qualification of former officers who have not been working as full time enforcement officers in California for a period exceeding three (3) years. PREREQUISITE: JLE 100 or Equivalent (Standard Letter Grade.) Effective: Spring 2020.

AJ 107A—Adult Corrections Officer Core Academy (4.0-8.5) A new version of this course will be effective Fall 2020

3.5-5.5 Lecture, 6.0-12.0 Lab. This 176-288 hour variable course is designed to meet the California Corrections Standard Authority (CSA) requirements for entry-level training of Correctional Officers for adult institutions. The course includes lecture and practical application skills and knowledge including roles and responsibilities of the adult corrections officer, Title 15, Title 24, professionalism and ethics, and proper techniques to maintain the safety and security of inmates. PREREQUISITE: 1. Successful completion of STC approved pre-entry written and physical assessment examinations provided by the Academy. 2. Students must complete a Department of Justice background investigation and meet requirements as set forth in Government Code 1029 for qualification as a Corrections Officer. 3. Medical clearance by a licensed physician. (Standard Letter Grade.) Effective: Spring 2019 to Fall 2020.

AJ 107A—Adult Corrections Officer Core Academy (4.5-9.0)

2.0-4.0 Lecture, 8.5-14.5 Lab. This 189-333 hour variable course is designed to meet the California Board of State and Community Corrections (BSCC) requirements for entry-level training of Correctional Officers for local adult correctional institutions. The course includes lecture and practical application skills and knowledge including roles and responsibilities of the adult corrections officer, Title 15, Title 24, professionalism and ethics, and proper techniques to maintain the safety and security of inmates. PREREQUISITE: 1. Successful completion of STC approved pre-entry written and physical assessment examinations provided by the Academy. 2. Students must complete a Department of Justice background investigation and meet requirements as set forth in Government Code 1029 for qualification as a Corrections Officer. 3. Medical clearance by a licensed physician. (Standard Letter Grade.) Effective: Fall 2020.

JLE 110—CIT Academy (1.0) A new version of this course will be effective Spring 2020

0.8 Lecture, 1.5 Lab. This course will provide students with the proper techniques for safe and secure contact, detainment and transport of individuals with mental disorders (Welfare and

Institution Code section 5150) to appropriate designated mental health facilities. This is a pass/no pass course. ADVISORY: JLE 100 (Pass/No Pass.) Effective: Fall 2013 to Spring 2020.

JLE 110—CIT Academy (1.0)
0.5 Lecture, 1.7 Lab. This course will provide students with the proper techniques for safe and secure contact, detainment and transport of individuals with mental disorders (Welfare and Institution Code section 5150) to appropriate designated mental health facilities. This is a pass/no pass course. ADVISORY: JLE 100 (Pass/No Pass.) Effective: Spring 2020.

JLE 111—Background Investigation (0.5) A new version of this course will be effective Fall 2018
0.5 Lecture, 1.6 Lab. This course is designed to give students the skills necessary to become an accomplished Background Investigator. This course applies the fundamentals of background investigation, interviewing, the use of psychological screening, polygraphs, legal aspects of background investigation, and verbal/non-verbal communication. This course is certified by POST. PREREQUISITE: POST Certificate or Equivalent, Valid California Driver's License. (Standard Letter Grade.) Effective: Fall 2013 to Fall 2018.

JLE 111—Background Investigation (0.5)
0.5 Lecture, 1.6 Lab. This course is designed to give students the skills necessary to become an accomplished Background Investigator. This course applies the fundamentals of background investigation, interviewing, the use of psychological screening, polygraphs, legal aspects of background investigation, and verbal/non-verbal communication. This course is certified by POST. PREREQUISITE: POST Certificate or Equivalent, Valid California Driver's License. (Pass/No Pass.) Effective: Fall 2018.

JLE 112—Sexual Assault Investigations (1.0) A new version of this course will be effective Spring 2021
0.5 Lecture, 1.8 Lab. The course is a balance between a police officer's duties in handling sexual assault cases and being sensitive and aware of the victim's needs. Attention is given to the psychological as well as physical trauma a rape victim encounters. The legal aspects of the case will also be emphasized. This is a pass/no pass course. ADVISORY: JLE 100 (Pass/No Pass.) Effective: Fall 2015 to Spring 2021.

JLE 112—Sexual Assault Investigations (1.0)
0.5 Lecture, 1.8 Lab. The course is a balance between a police officer's duties in handling sexual assault cases and being sensitive and aware of the victim's needs. Attention is given to the psychological as well as physical trauma a rape victim encounters. The legal aspects of the case will also be emphasized. This is a pass/no pass course. Prerequisite: JLE 100 (Pass/No Pass.) Effective: Spring 2021.

JLE 114—Child Abuse Investigation (1.0) A new version of this course will be effective Spring 2021
0.5 Lecture, 1.8 Lab. An intensive study in causes, recognition, identification of abuse, neglect and sexual exploitation of children. Emphasis will be placed on laws, procedure of handling cases, effective interviewing/investigative techniques and action/referral. This is a pass/no pass course. ADVISORY: JLE 100 (Pass/No Pass.) Effective: Fall 2015 to Spring 2021.

JLE 114—Child Abuse Investigation (1.0)
0.5 Lecture, 1.8 Lab. An intensive study in causes, recognition, identification of abuse, neglect and sexual exploitation of children. Emphasis will be placed on laws, procedure of handling cases, effective interviewing/investigative techniques and action/referral. This is a pass/no pass course. PREREQUISITE: Basic Police Academy or equivalent; JLE 100 (Pass/No Pass.) Effective: Spring 2021.

JLE 115—Livestock Theft-Rural Crime (1.0)
0.8 Lecture, 1.5 Lab. This 40 hour course includes instruction on basic livestock theft investigation, breed and brand recognition, individual case studies, rural crime, criminal law, expert testimony, crop and commodity enforcement, livestock killings and slaughter, fish&game and enforcement.

This is a pass/no pass course. PREREQUISITE: JLE 100 POST Certified basic law enforcement academy or equivalent as determined by the Dean of Academy Instruction. Note: Approval of equivalent training is not a guarantee state or regulatory licensing agencies will also grant equivalency. Prior to beginning this course students must already be familiar with, and be able to demonstrate all of the skills listed below. These will not be taught in the course, rather they will be the starting point for advanced officer training that builds upon them. These minimum knowledge and skill levels are regarding: 1. Knowledge of techniques for collecting, packaging, and processing evidence. 2. Familiarity with the fundamental content elements common within all investigative reports. 3. Knowledge of drug categories and terminology 4. Familiarity with investigation techniques for property related crimes such as burglary, arson, trespassing, and vandalism. 5. Familiarity with the judicial process for criminal cases 6. Familiarity with Penal codes used in policing 7. Knowledge of the elements of a lawful arrest 8. Familiarity with the procedures for executing both a search warrant and a warrant-less search. 9. Knowledge of the elements of a tactical approach to a crime in progress. (Pass/No Pass.) Effective: Fall 2016.

JLE 118—Field Training Officer (1.0) A new version of this course will be effective Spring 2019
0.7 Lecture, 1.6 Lab. This course will develop student proficiency in adult learning theory, evaluation and documentation, leadership, remedial training and other skills necessary to become a qualified Field Training Officer. This course meets minimum California Commission on Peace Officer Standards and Training requirements for Field Training Officers and follows the guidelines and standards under 832.3 of the Penal Code. (POST Certified) PREREQUISITE: POST Basic Certificate of Equivalent. (Pass/No Pass.) Effective: Fall 2013 to Spring 2019.

JLE 118—Field Training Officer (1.0) A new version of this course will be effective Spring 2021
0.5 Lecture, 1.7 Lab. This course will develop student proficiency in adult learning theory, evaluation and documentation, leadership, remedial training and other skills necessary to become a qualified Field Training Officer. This course meets minimum California Commission on Peace Officer Standards and Training requirements for Field Training Officers and follows the guidelines and standards under 832.3 of the Penal Code. (POST Certified) PREREQUISITE: POST Basic Certificate of Equivalent. (Pass/No Pass.) Effective: Spring 2019 to Spring 2021.

JLE 118—Field Training Officer (1.0)
0.5 Lecture, 1.7 Lab. This course will develop student proficiency in adult learning theory, evaluation and documentation, leadership, remedial training and other skills necessary to become a qualified Field Training Officer. This course meets minimum California Commission on Peace Officer Standards and Training requirements for Field Training Officers and follows the guidelines and standards under 832.3 of the Penal Code. (POST Certified) PREREQUISITE: POST Basic Certificate of Equivalent. (Pass/No Pass.) Effective: Spring 2021.

JLE 119—Field Training Officer Update (0.5) A new version of this course will be effective Fall 2018
0.7 Lecture, 0.7 Lab. This course provides students with updated information to include role and responsibility of the Field Training Officer, legislative and training updates, principles of learning, and standards of documentation and remediation. The course examines state-mandated update training required by the Commission on Peace Officer Standards and Training (POST). This course satisfies the State requirement for triennial certification of the FTO according to POST. PREREQUISITE: POST Basic Certificate or Equivalent, JLE 118 or Equivalent. (Pass/No Pass.) Effective: Fall 2013 to Fall 2018.

JLE 119—Field Training Officer Update (0.5)
0.3 Lecture, 1.0 Lab. This course provides students with updated information to include role and responsibility of the Field Training Officer, legislative and training updates, principles of learning, and standards of documentation and remediation. The course examines state-mandated update training required by the Commission on Peace Officer Standards and Training (POST). This course satisfies the State requirement for triennial certification of the FTO according to POST.

PREREQUISITE: POST Basic Certificate or Equivalent, JLE 118 or Equivalent. (Pass/No Pass.) Effective: Fall 2018.

JLE 121—Advanced Officer Training (2.0) A new version of this course will be effective Fall 2017
1.0 Lecture, 3.6 Lab. This course is designed to provide a mechanism whereby students may insure that the necessary new skills and those previously learned skills are maintained and reinforced. This course satisfies Advanced Officer Training requirements from the Commission on Peace Officer Standards and Training (POST). This is a pass/no pass course. ADVISORY: Eligible for English 250 and English 420. PREREQUISITE: 1. POST Basic Certificate or Equivalent. 2. Penal Code Section 13511.5 requires that each applicant for admission to the basic course of training certified by the Commission (including the P.C. 832 course) that includes the carrying and use of firearms, and who is not sponsored by a local or other law enforcement agency, or is not a peace officer employed by a state or local agency, department, or district, shall be required to submit written certification from the Department of Justice that the applicant has no criminal history background which would disqualify him or her, from owning, possessing, or having under his or her control a firearm. 3. Valid California Driver's License (Pass/No Pass.) Effective: Fall 2015 to Fall 2017.

JLE 121—Advanced Officer Training (0.5-1.0)
0.4-0.5 Lecture, 0.6-2.6 Lab. This course is designed to provide a mechanism whereby students may insure that the necessary new skills and those previously learned skills are maintained and reinforced. This course satisfies Advanced Officer Training requirements from the Commission on Peace Officer Standards and Training (POST). This is a pass/no pass course. Repetition of this course is necessary for a student to meet legally mandated training. (Pass/No Pass.) Effective: Fall 2017.

JLE 122—Drug Investigation - 11550 H&S (0.5) A new version of this course will be effective Spring 2019
0.2-0.5 Lecture, 0.3-0.9 Lab. This course familiarizes the student with the most commonly abused controlled substances, their methods of abuse, and articulation of the signs and symptoms of persons under the influence of these substances. Emphasis on the California Health and Safety code. This is a pass/no pass course. PREREQUISITE: POST Basic Certificate or Equivalent. Valid California Driver's License. Penal Code Section 13511.5 requires that each applicant for admission to a course of training certified by the Commission (including the P.C. 832 course) that includes the carrying and use of firearms, and who is not sponsored by a local or other law enforcement agency, or is not a peace officer employed by the state or local agency, department, or district, shall be required to submit written certification from the Department of Justice that the applicant has no criminal history background which would disqualify him or her, from owning, possessing, or having under his or her control a firearm. (Pass/No Pass.) Effective: Fall 2013 to Spring 2019.

JLE 122—Drug Investigation - 11550 H&S (0.5)
0.2-0.5 Lecture, 0.3-0.9 Lab. This course familiarizes the student with the most commonly abused controlled substances, their methods of abuse, and articulation of the signs and symptoms of persons under the influence of these substances. Emphasis on the California Health and Safety code. This is a pass/no pass course. (Pass/No Pass.) Effective: Spring 2019.

JLE 124—Latent Print (0.5)
0.5 Lecture, 0.9 Lab. Federal, state and local law enforcement agencies have a continual need to ensure that their employees are properly trained to compare and identify latent palm and fingerprint impressions recovered from evidence. Furthermore, the students need to be trained concerning how to present expert testimony in a court of law. This is a pass/no pass course. PREREQUISITE: POST Certified basic law enforcement academy or equivalent as determined by the Dean of Academy Instruction. Note: Approval of equivalent training is not a guarantee state regulatory or licensing agencies with also grant equivalency. Prior to beginning this course students must already be familiar with, and be able to demonstrate all of the skills listed below. These will not be taught in the course, rather, they will be the starting point for advanced officer training that builds upon them. These minimum knowledge and skill levels are regarding: 1. Officer safety 2.

Knowledge of preliminary investigation components 3. Familiarity with evidence preservation techniques 4. Familiarity with the total range of basic criminal investigative procedures 5. Familiarity with the basic steps for developing latent fingerprints 6. Knowledge of the general guidelines for collecting and processing physical evidence (Pass/No Pass.) Effective: Fall 2016.

JLE 126—Advanced Latent Print (1.0) This course will be discontinued effective Summer 2020
0.5 Lecture, 1.8 Lab. This course prepares students to properly compare and identify partial latent palm and fingerprinting impressions recovered from evidence. The students will also learn how to present expert testimony in a court of law. This is a pass/no pass course. PREREQUISITE: POST Basic Certificate or Equivalent. (Pass/No Pass.) Effective: Fall 2013 to Summer 2020.

AJ 129P—PC 832 Without Firearms (1.0)
10.0 Lecture, 30.0 Lab. This class is designed for "defined" peace officers other than sworn law enforcement personnel. This course satisfies PC 832 requirements for entry level but does NOT include firearms. This course is certified by State Board of Corrections Standards of Training. The curriculum covers professional orientation, laws of arrest, search, seizure, evidence, preliminary investigations, communications and arrest techniques. REQUIRED: Title 15, Division 1, Chapter 1, Subchapter 1, Sections 100 through 358 of the California Code of Regulations states in part: Agencies eligible for participation in STC include those of any county, city and county, or city defined as: county probation departments; county or city jails designated as Types I, II, III or IV by Title 15 CCR; or, juvenile institutions that operate as a separate entity or under jurisdiction of a county probation department , as described in Section 872 and 885 of the Welfare and Institutions Code. Staff deemed eligible for inclusion in the STC Program (those regulated by STC), are those that occupy regular budgeted positions in an agency. May be repeated once for credit. (Standard Letter Grade.) Effective: Fall 2014.

JLE 131—PC 832 - Firearms (0.5) A new version of this course will be effective Summer 2020
0.5 Lecture, 0.9 Lab. This course covers the legal requirements for carrying and using firearms. Participants are instructed in the safe handling of firearms and techniques of shooting. This course is certified by the Commission on Peace Officers Standards and Training (POST). This is a pass/no pass course. ADVISORY: Eligible for English 250 and English 420. PREREQUISITE: PC 832 Laws of Arrest or Equivalent. (Standard Letter Grade.) Effective: Spring 2014 to Summer 2020.

JLE 131—PC 832 - Firearms (0.5)
0.5 Lecture, 0.9 Lab. This course covers the legal requirements for carrying and using firearms. Participants are instructed in the safe handling of firearms and techniques of shooting. This course is certified by the Commission on Peace Officers Standards and Training (POST). This is a pass/no pass PREREQUISITE: JLE 100 or Equivalent or Department of Justice Clearance (DOJ). (Standard Letter Grade.) Effective: Summer 2020.

JLE 132—PC 832 - Laws of Arrest/Search&Seizure (1.0) A new version of this course will be effective Summer 2020
0.5 Lecture, 1.8 Lab. This 40 hour course curriculum covers professional orientation, laws of arrest, search, seizure, evidence, preliminary investigations, communications and arrest techniques. This course satisfies PC 832 requirements for entry level but does not include the firearms portion. This course may be offered as a component of Correctional Officer Core Course or as part of an 18 unit approved certificate for Reserve Police Officer. ADVISORY: Eligible for English 250 and English 420. (Standard Letter Grade.) Effective: Spring 2016 to Summer 2020.

JLE 132—PC 832 - Laws of Arrest/Search & Seizure (1.0)
0.5 Lecture, 1.8 Lab. This 40 hour course curriculum covers professional orientation, laws of arrest, search, seizure, evidence, preliminary investigations, communications and arrest techniques. This course satisfies PC 832 requirements for entry level but does not include the firearms portion. This course may be offered as a component of Correctional Officer Core Course or as part of an 18 unit approved certificate for Reserve Police Officer. (Standard Letter Grade.) Effective: Summer 2020.

JLE 135—Defensive Tactics Instructor (1.0-2.0) A new version of this course will be effective Spring 2021
0.5-1.0 Lecture, 1.8-3.6 Lab. This is a 40 - 80 variable unit course that meets the training requirements of The Commission on Peace Officers Standards and Training (P.O.S.T.). It covers Control Techniques, Weapon Retention, Legal Issues, plus topics designed to provide training for currently employed law enforcement officials to become instructors in defensive tactics. This course may be replaced for new content, ongoing training or updating. This course is a pass/no pass course. ADVISORY: Employed as a law enforcement official. (Pass/No Pass.) Effective: Spring 2017 to Spring 2021.

JLE 135—Defensive Tactics Instructor (1.0-2.0)
0.5-1.0 Lecture, 1.8-3.6 Lab. This is a 40 - 80 variable unit course that meets the training requirements of The Commission on Peace Officers Standards and Training (P.O.S.T.). It covers Control Techniques, Weapon Retention, Legal Issues, plus topics designed to provide training for currently employed law enforcement officials to become instructors in defensive tactics. This course may be replaced for new content, ongoing training or updating. This course is a pass/no pass course. Prerequisite: JLE 100 or equivalent (Pass/No Pass.) Effective: Spring 2021.

JLE 136—Firearms Instructor Training (2.0)
1.6 Lecture, 3.0 Lab. Designed for the experienced firearms person who wants to qualify for rangemaster. Students must supply equipment and ammunition. The course is P.O.S.T. certified. This is a pass/no pass course. Units earned in this course do not count toward the associate degree and/or certain certificate requirements. ADVISORY: JLE 100 (Pass/No Pass.) Effective: Fall 2017.

JLE 140—Special Weapons and Tactics (SWAT) (2.0) A new version of this course will be effective Spring 2021
1.1 Lecture, 3.4 Lab. This Special Weapons and Tactics (SWAT) course is designed to provide the student with current tactics and techniques associated with planning, entries, searching, and evacuating in high risk police actions. Topics include tactical movements and entries, hostage situations, tactical assaults. Multi-weapon use, sniper tactics, combat tactics, and use of gas masks and other personal protective equipment. This is a pass/no pass course. ADVISORY: JLE 100 or possess POST basic training certificate to qualify for peace officer status. (Pass/No Pass.) Effective: Spring 2016 to Spring 2021.

JLE 140—Special Weapons and Tactics (SWAT) (2.0)
0.5 Lecture, 4.0 Lab. This Special Weapons and Tactics (SWAT) course is designed to provide the student with current tactics and techniques associated with planning, entries, searching, and evacuating in high risk police actions. Topics include tactical movements and entries, hostage situations, tactical assaults. Multi-weapon use, sniper tactics, combat tactics, and use of gas masks and other personal protective equipment. This is a pass/no pass course. Prerequisite: JLE 100 or possess POST basic training certificate to qualify for peace officer status. (Pass/No Pass.) Effective: Spring 2021.

JLE 140S—Special Weapons and Tactics (SWAT) (2.0) A new version of this course will be effective Spring 2021
1.1 Lecture, 3.4 Lab. This Special Weapons and Tactics (SWAT) course is designed to provide the student with current tactics and techniques associated with planning, entries, searching, and evacuating in high risk police actions. Topics include tactical movements and entries, hostage situations, tactical assaults, multi-weapon use, sniper tactics, combat tactics, and use of gas masks and other personal protective equipment. This is a pass/no pass course. ADVISORY: JLE 100 or possess POST basic training certificate to qualify for peace officer status. (Pass/No Pass.) Effective: Fall 2015 to Spring 2021.

JLE 140S—Special Weapons and Tactics (SWAT) (2.0)
0.5 Lecture, 4.0 Lab. This Special Weapons and Tactics (SWAT) course is designed to provide the student with current tactics and techniques associated with room entries in high risk police actions. Topics include tactical movements ,entries, vehicle movement, and hostage handling. This is a

pass/no pass course. Prerequisite: JLE 100 or possess POST basic training certificate to qualify for peace officer status. (Pass/No Pass.) Effective: Spring 2021.

JLE 141—Investigation Core Course (2.0)
1.6 Lecture, 3.0 Lab. The 80 hour course is designed to improve the effectiveness of individual investigators through the use of a contemporary curriculum, and use of technology. Students will gain practical skills and knowledge necessary for today's rapidly changing world. Students are immersed in a learning environment that closely mirrors their real world. Role play, simulated crime scenarios, major case studies, all ensure an active and practical learning environment. PREREQUISITE: Basic Academy matriculation process OR employment with an approved agency. ADVISORY: Eligible for English 250 and English 420 (Standard Letter Grade.) Effective: Fall 2017.

JLE 142—Basic Police Academy Modular Level III (4.0) A new version of this course will be effective Spring 2020
2.3 Lecture, 7.1 Lab. This is a 164 hour course is certified by the Commission on Peace Officers Standards and Training (POST) and meets the content and hour requirements established by POST for Level III Reserve Police Officers. This course combined with current PC 832 certificate, Level I and Level II certificates meet the regular basic academy requirements. PREREQUISITE: Successful completion of POST course entry requirements for Level I, Academy medical clearance, CA driver's license and medical insurance. Penal code section 13511.5 DOJ clearance per Penal Code section 13511.5 requires DOJ clearance for each applicant to a basic course of training certified by the commission that includes carrying and use of firearms, and who is not sponsored by a local or other law enforcement agency, or is not a peace officer employed by a state or local agency, department, or district, shall be required to submit written certification. POST Read/Write Exam and The Academy WSTB Physical Agility Exam. (Standard Letter Grade.) Effective: Spring 2016 to Spring 2020.

JLE 142—Basic Police Academy Modular Level III (4.0)
2.1 Lecture, 7.0 Lab. This is a 164 hour course is certified by the Commission on Peace Officers Standards and Training (POST) and meets the content and hour requirements established by POST for Level III Reserve Police Officers. This course combined with current PC 832 certificate, Level I and Level II certificates meet the regular basic academy requirements. PREREQUISITE: Complete the Academy Application process including medical clearance, proof of medical insurance, DMV history and DOJ Firearms Clearance. (Standard Letter Grade.) Effective: Spring 2020.

JLE 142—Basic Police Academy Modular Level III (4.0)
2.1 Lecture, 7.0 Lab. This is a 164 hour course is certified by the Commission on Peace Officers Standards and Training (POST) and meets the content and hour requirements established by POST for Level III Reserve Police Officers. This course also includes mandated field trips to cover all the material. This course combined with current PC 832 certificate, Level I and Level II certificates meet the regular basic academy requirements. PREREQUISITE: Complete the Academy Application process including medical clearance, proof of medical insurance, DMV history and DOJ Firearms Clearance. (Standard Letter Grade.) Effective: Spring 2020.

JLE 143—Basic Police Academy Modular, Level II (7.5) A new version of this course will be effective Summer 2020
4.0 Lecture, 11.5 Lab. This course is certified by the commission on Peace Officer Standards and Training (POST) and meets the content and hour requirements established by POST for Level II Reserve Peace Officers. This course combined with Level I and Level III certificates meet the regular basic academy requirements. (280 hours) PREREQUISITE: Completion of POST Basic Police Academy Modular Level III course Completion of POST Level II course entry requirements Medical insurance Valid California drivers license DOJ clearance per Penal Code 13511.5 (Standard Letter Grade.) Effective: Summer 2016 to Summer 2020.

JLE 143—Basic Police Academy Modular, Level II (8.0)
4.0 Lecture, 12.0 Lab. This course is certified by the commission on Peace Officer Standards and Training (POST) and meets the content and hour requirements established by POST for Level II

Reserve Peace Officers. This course also includes mandated field trips to cover all the material.This course combined with Level I and Level III certificates meet the regular basic academy requirements. (280 hours) PREREQUISITE: Completion of POST Basic Police Academy Modular Level III course Completion of POST Level II course entry requirements Medical insurance Valid California drivers license DOJ clearance per Penal Code 13511.5 (Standard Letter Grade.) Effective: Summer 2020.

JLE 144—Basic Police Academy Modular, Level I (13.0) A new version of this course will be effective Spring 2019
4.5 Lecture, 25.7 Lab. This course is certified by the Commission on Peace Officer Standards and Training (POST) and meets the content and hour requirements established by POST for Level I Reserve Police Officers. This course combined with Level III and Level II certificates meets the regular basic academy requirements. (544 hours) PREREQUISITE: Successful completion of POST Level I course entry requirements; POST entry reading and writing exam; Academy physical agility test; Medical insurance; Valid California Drivers License; Medical exam clearance by a licensed physician; DOJ clearance per Penal Code 13511.5; BAM III, BAM II (Standard Letter Grade.) Effective: Spring 2016 to Spring 2019.

JLE 144—Basic Police Academy Modular, Level I (13.5)
4.0 Lecture, 26.2 Lab. This course is certified by the Commission on Peace Officer Standards and Training (POST) and meets the content and hour requirements established by POST for Level I Reserve Police Officers. This course also includes mandated field trips to cover all the material. This course combined with Level III and Level II certificates meets the regular basic academy requirements. (544 hours) PREREQUISITE: Successful completion of POST Level I course entry requirements; POST entry reading and writing exam; Academy physical agility test; Medical insurance; Valid California Drivers License; Medical exam clearance by a licensed physician; DOJ clearance per Penal Code 13511.5; BAM III, BAM II (Standard Letter Grade.) Effective: Fall 2020.

JLE 150—Traffic Investigations (1.0) A new version of this course will be effective Spring 2019
0.5 Lecture, 1.8 Lab. This course is designed to provide students with necessary investigative skills which will enable them to properly conduct thorough preliminary and follow-up investigations of vehicular collisions. The course is structured to augment training in vehicle accident investigation which students have already received and to provide specialized, advanced training in more sophisticated concepts and techniques of vehicle collision investigation which are applicable to follow-up investigations. This is a pass/no pass course. PREREQUISITE: POST Basic Certificate or Equivalent, Valid California Driver's License. (Pass/No Pass.) Effective: Spring 2014 to Spring 2019.

JLE 150—Traffic Investigations (1.0)
0.5 Lecture, 1.8 Lab. This course is designed to provide students with necessary investigative skills which will enable them to properly conduct thorough preliminary and follow-up investigations of vehicular collisions. The course is structured to augment training in vehicle accident investigation which students have already received and to provide specialized, advanced training in more sophisticated concepts and techniques of vehicle collision investigation which are applicable to follow-up investigations. This is a pass/no pass course. PREREQUISITE: POST Basic Certificate or Equivalent, Valid California Driver's License. (Pass/No Pass.) Effective: Spring 2019.

JLE 152—Skills and Knowledge (0.5-3.0)
0.5-1.4 Lecture, 0.0-5.5 Lab. This course offers in-service training curriculum, on an ongoing basis, for public safety personnel attending annual updates, re-certification or remediation, and assorted legal skills-related seminars mandated by the Commission on Peace Officer Standards and Training, the State Board of Corrections Standards in Training for Corrections and the Office of the State Fire Marshal on an ongoing basis. This is a pass/no pass course. PREREQUISITE: POST Certified basic law enforcement academy or equivalent as determined by the Dean of Academy Instruction. Note: Approval of equivalent training is not a guarantee state regulatory or licensing agencies will also grant equivalency. Prior to beginning this course students must already be familiar with, and be able to demonstrate all of the skills listed below. These will not be taught in the course, rather, they

will be the starting point for advanced officer training that builds upon them. These minimum knowledge and skill levels are regarding: 1. Officer safety 2. Ability to achieve a qualifying score during tactical handgun shooting 3. Ability to achieve a qualifying score during shotgun shooting 4. Ability to achieve a qualifying score during AR15 shooting 5. Familiarity with techniques used to diffuse a crisis situation 6. Knowledge of victim interviewing techniques 7. Familiarity with sex offender registration conditions and requirements 8. Knowledge of the offenses that constitute taking temporary custody of a juvenile 9. Familiarity with report writing techniques 10. Knowledge of vehicle dynamics and control techniques 11. Familiarity with the components of vehicle pursuit 12. Familiarity with the use of reasonable force and the considerations to be taken regarding the use of deadly force 13. Familiarity with control holds and takedowns used while arresting a subject. 14. Knowledge of the appropriate areas on a subject's body that if struck with an impact weapon can be effective in gaining control. 15. Familiarity with the historical and current cultural composition of California 16. Familiarity with typical terrorist methods, motivations and tactics 17. Knowledge of the safety, isolation and notification procedures regarding hazardous materials (Pass/No Pass.) Effective: Fall 2016.

JLE 152S—Skills and Knowledge (0.5-3.0)
0.2-2.4 Lecture, 0.3-17.5 Lab. This course offers in-service training curriculum, on an ongoing basis, for public safety personnel attending annual updates, re-certification or remediation, and assorted legal skills-related seminars mandated by the Commission on Peace Officer Standards and Training, the State Board of Corrections Standards in Training for Corrections and the Office of the State Fire Marshal on an ongoing basis. This is a pass/no pass course. ADVISORY: JLE 100 (Pass/No Pass.) Effective: Fall 2013.

JLE 153—Traffic Collision Investigations Intermediate (2.0) A new version of this course will be effective Spring 2020
1.3 Lecture, 3.1 Lab. This course teaches the proper techniques for scene assessment, vehicle assessment, physical evidence, photography, definitions and terminology, and field and practical exercises in traffic collision investigations. This is a pass/no pass course. PREREQUISITE: POST Basic Certificate or Equivalent. (Pass/No Pass.) Effective: Spring 2015 to Spring 2020.

JLE 153—Traffic Collision Investigations Intermediate (2.0)
1.3 Lecture, 3.1 Lab. This course teaches the proper techniques for scene assessment, vehicle assessment, physical evidence, photography, definitions and terminology, and field and practical exercises in traffic collision investigations. This is a pass/no pass course. PREREQUISITE: POST Basic Certificate or Equivalent. (Pass/No Pass.) Effective: Spring 2020.

JLE 154—Instructor Development Techniques (0.5-1.0)
0.5-0.8 Lecture, 0.9-1.5 Lab. The goal of this course is to prepare the experienced law enforcement officer to be an effective instructor for his agency. The course focuses on principles of learning, the police officer as an adult learner, determining training needs, and defining instructional objectives. The student will become familiar with effective communication and teaching strategies and will make presentations using lesson plans, visual support materials, and contemporary teaching techniques. The contents of this course can be applied to the beginning or experienced instructor of law enforcement topics. This is normally conducted as a 40-hour course. This is a pass/no pass course. PREREQUISITE: POST certified basic law enforcement academy or equivalent as determined by the Dean of Academy Instruction. Note: Approval of equivalent training is not a guarantee state regulatory or licensing agencies will also grant equivalency. Prior to beginning this course students must already be familiar with, and be able to demonstrate all of the skills listed below. These will not be taught in the course; rather they will be the starting point for advanced officer training that builds upon them. These minimum knowledge and skill levels are regarding: 1. Officer safety 2. Familiarity with safe firearms handling, cleaning and storage 3. Ability to achieve a qualifying score during tactical handgun shooting 4. Ability to achieve a qualifying score during shotgun shooting 5. Ability to achieve a qualifying score during AR15 shooting 6. Knowledge of safe and effective tactical movement 7. Familiarity with safe and effective arrest and control technique 8. Knowledge of ground fighting techniques 9. Knowledge of safe handling and use of chemical

weapons 10. Knowledge of safe handling and use of nonlethal weapons 11. Familiarity with Penal codes used in policing 12. Familiarity with Vehicle codes used in policing 13. Familiarity with Health& Safety codes used in policing 14. Familiarity with Welfare&Institutions codes used in policing 15. Familiarity with effective verbal and non-verbal and non-verbal communication used in policing 16. Familiarity with case law pertinent to policing 17. Knowledge of CPR and first aid techniques 18. Familiarity with the universal components of leadership 19. Familiarity with the benefits of recognizing and respecting cultural diversity 20. Familiarity with ethical decision making strategies (Pass/No Pass.) Effective: Fall 2016.

JLE 155—Officer Safety, Field Tactics (0.5-1.0)
0.3-0.8 Lecture, 0.6-1.5 Lab. This course focuses on officer safety tactics and skills including basic field techniques of officer safety, defensive driving, firearms, arrest and control techniques and physical fitness. The course will examine contemporary and safe techniques, legal mandates and new laws relative to each topic. PREREQUISITE: JLE 100 1. Commission on Police Officer Standards&Training (POST) certified basic law enforcement academy diploma or equivalent as determined by the Dean of Academy Instruction. NOTE: Approval of equivalent training is not a guarantee state regulatory or licensing agencies will also grant equivalency. 2. Prior to beginning this course students must already be familiar with, and be able to demonstrate all of the skills listed below. These will not be taught in the course; rather, they will be the starting point for advanced officer training that builds upon them. These minimum knowledge and skill levels are regarding: 1. Familiarity with officer safety and survival 2. Familiarity with responding to crimes in progress 3. Knowledge of the elements of a lawful arrest 4. Ability to achieve a qualifying score during tactical handgun shooting 5. Ability to achieve a qualifying score during shotgun shooting 6. Familiarity with safe firearms handling and storage 7. Familiarity with the use of reasonable force and the considerations to be taken regarding the use of deadly force 8. Familiarity with search and seizure policies and procedures 9. Familiarity with tactical considerations for vehicle pullovers 10. Familiarity with indicators of gang involvement and gang related activity 11. Familiarity with evidence collection procedures 12. Familiarity with protocol for responding to an active shooter 13. Familiarity with arrest and control techniques 14. Familiarity with investigation techniques 15. Familiarity with tactical movement (Pass/No Pass.) Effective: Spring 2017.

JLE 155S—Officer Safety/Field Tactics (0.5-1.0)
0.3-0.8 Lecture, 0.6-1.5 Lab. This course focuses on safety tactics and skills including basic field techniques of officer safety, defensive driving, firearms, arrest and control techniques and physical fitness. The course will examine contemporary and safe techniques, legal mandates and new laws relative to each topic. (Pass/No Pass.) Effective: Fall 2013.

JLE 156—Homicide Investigation (2.0) A new version of this course will be effective Spring 2021
1.0 Lecture, 3.6 Lab. A course teaches students the highly specialized field of Homicide Investigation. It will cover the legal aspects of death investigation, homicide crime scene procedures, autopsy, psychological profiling, criminal psychology, laboratory work, gunshots, asphyxia, drowning, burning, cutting, and stabbing, and interviewing techniques. ADVISORY: JLE 100 (Standard Letter Grade.) Effective: Fall 2015 to Spring 2021.

JLE 156—Homicide Investigation (2.0) A new version of this course will be effective Spring 2021
1.0 Lecture, 3.6 Lab. A course teaches students the highly specialized field of Homicide Investigation. It will cover the legal aspects of death investigation, homicide crime scene procedures, autopsy, psychological profiling, criminal psychology, laboratory work, gunshots, asphyxia, drowning, burning, cutting, and stabbing, and interviewing techniques. ADVISORY: JLE 100 (Standard Letter Grade.) Effective: Fall 2015 to Spring 2021.

JLE 156—Homicide Investigation (2.0)
1.0 Lecture, 3.6 Lab. A course teaches students the highly specialized field of Homicide Investigation. It will cover the legal aspects of death investigation, homicide crime scene procedures, autopsy, psychological profiling, criminal psychology, laboratory work, gunshots,

asphyxia, drowning, burning, cutting, and stabbing, and interviewing techniques. PREREQUISITE: Basic Police Academy or equivalent; JLE 100 (Standard Letter Grade.) Effective: Spring 2021.

JLE 157—Firearms Update (0.5-1.0) A new version of this course will be effective Fall 2020
0.3-0.7 Lecture, 0.6-1.6 Lab. This 16-40 hour variable course will provide students with instruction on tactical firearms and lethal force required by P.O.S.T. The course consists of hands-on practical skills training. Emphasis is on safety, knowledge of weapons and manipulative skills training. PREREQUISITE: Completion of POST Basic Academy or Equivalent. (Pass/No Pass.) Effective: Spring 2015 to Fall 2020.

JLE 157—Firearms Update (0.5-1.0)
0.3 Lecture, 0.7-2.0 Lab. This 16-40 hour variable course will provide students with updated instruction on tactical firearms instruction and lethal force required by P.O.S.T. The course consists of hands-on practical skills training reviews for instructors. Emphasis is on safety, knowledge of weapons and manipulative skills training. PREREQUISITE: Completion of POST Basic Academy JLE 100 or Equivalent. (Pass/No Pass.) Effective: Fall 2020.

JLE 158—Canine Update (0.5-4.0)
0.2-0.5 Lecture, 1.1-10.6 Lab. Students will learn basic and advanced techniques to properly develop K-9 performance and problem solving. The student will also learn the proper use of hard and soft sleeves, hidden sleeve, muzzle, and bite suit. The student will also learn safety techniques in working with Law Enforcement K-9s. This is a pass/no pass course. PREREQUISITE: POST Certified basic law enforcement academy or equivalent as determined by the Dean of Academy Instruction. Note: Approval of equivalent training is not a guarantee state regulatory or licensing agencies will also grant equivalency. Prior to beginning this course students must already be familiar with, and be able to demonstrate all of the skills listed below. These will not be taught in the course, rather they will be the starting point for advanced officer training that builds upon them. These minimum knowledge and skill levels are regarding: 1. Officer safety 2. Proper and safe tactical movement 3. Proper and safe arrest and control techniques 4. Proper and safe ground fighting techniques 5. Proper and safe handling and use of chemical weapons 6. Proper and safe handling and use of nonlethal weapons 7. Familiarity with Penal codes used in policing 8. Familiarity with Vehicle codes used in policing 9. Familiarity with Health and Safety codes used in policing 10. Familiarity with Welfare and Institutions codes used in policing 11. Effective verbal communication used in policing 12. Familiarity with case law pertinent to policing 13. Proper CPR and First Aid Techniques (Pass/No Pass.) Effective: Fall 2016.

JLE 159—Traffic Collision Investigation - Advanced (2.0) A new version of this course will be effective Summer 2020
1.3 Lecture, 3.1 Lab. This course builds on the concepts learned in the basic and intermediate courses. The course examines in detail the human environmental and vehicle factors of a traffic collision. The concepts taught include: a review of algebra and physics, interviewing techniques, roadway and environmental factors, advanced methods for processing collision scenes and creating scale diagrams, vehicle damage assessments, lamp analysis, occupant restraints, basic vehicle dynamics and occupant kinematics. Determination of speed based on projectile motion, and methods of conducting time-distance studies. This is a pass/no pass course. PREREQUISITE: Basic POST Certificate or Equivalent. ADVISORY: Traffic Investigation and Traffic Collision Investigation - Intermediate. (Pass/No Pass.) Effective: Summer 2015 to Summer 2020.

JLE 159—Traffic Collision Investigation - Advanced (2.0)
1.3 Lecture, 3.1 Lab. This course builds on the concepts learned in the basic and intermediate courses. The course examines in detail the human environmental and vehicle factors of a traffic collision. The concepts taught include: a review of algebra and physics, interviewing techniques, roadway and environmental factors, advanced methods for processing collision scenes and creating scale diagrams, vehicle damage assessments, lamp analysis, occupant restraints, basic vehicle dynamics and occupant kinematics. Determination of speed based on projectile motion, and methods of conducting time-distance studies. This is a pass/no pass course. PREREQUISITE: Basic

POST Certificate or Equivalent. ADVISORY: JLE 150 Traffic Investigation (Pass/No Pass.) Effective: Summer 2020.

JLE 160—Human Trafficking Advanced Topics (0.5)
0.5 Lecture, 0.9 Lab. This 24-hour advanced course will provide the student with skills beyond the foundational ICI Human Trafficking course to enhance their abilities to conduct human trafficking investigations. Prerequisite: JLE 100 (Pass/No Pass.) Effective: Spring 2021.

JLE 162—Search Warrant Investigations (0.5) A new version of this course will be effective Spring 2019
0.5 Lecture, 0.1-0.9 Lab. The course will cover search warrant law and procedure, knock notice, affidavit preparation, problems of search warrant preparation, the actual preparation of a search warrant by each participant, knock and talk. In addition, the course will provide the knowledge, skills and tactics necessary to properly serve and execute a search warrant effectively and safely. The student will develop a sound operational plan for the execution of a search warrant. This is a pass/no pass course. ADVISORY: JLE 100 (Pass/No Pass.) Effective: Spring 2017 to Spring 2019.

JLE 163—Special Threats (0.5)
0.5 Lecture, 0.9 Lab. This course is designed to give the student a heightened state of awareness, both on and off duty. This class explores the times that we can be most vulnerable, how to avoid deadly confrontations, accidents, and compromising situations while at the same time elevating awareness and maintaining vigilance. The students will be provided with various methods that they may choose to utilize in a variety of situations which will enhance their situational awareness. This is a pass/no pass course. PREREQUISITE: POST Certified basic law enforcement academy or equivalent as determined by the Dean of Academy Instruction. Note: Approval of equivalent training is not a guarantee state regulatory or licensing agencies will also grant equivalency. Prior to beginning this course students must already be familiar with, and be able to demonstrate all of the skills listed below. These will not be taught in the course, rather, they will be the starting point for advanced officer training that builds upon them. These minimum knowledge and skill levels are regarding: 1. Officer safety 2. Knowledge of lifetime fitness 3. Knowledge of techniques for stress management 4. Ability to recognize behavioral indicators specifically associated with developmental disabilities. 5. Knowledge of gang characteristics and crime trends. 6. Familiarity with the effects of drugs on the human body. 7. Knowledge of the areas of the body which require maximum protection 8. Familiarity with control holds and takedown techniques 9. Knowledge of tactical considerations when confronted by an armed subject. 10. Knowledge of basic ground control positions when controlling a subject. 11. Knowledge of the elements of a lawful arrest 12. Familiarity with public safety information sharing systems used in counterterrorism efforts. 13. Knowledge of the safe and effective use of chemical agents such as Oleoresin Capsicum, Chloroacetophenone, and Ortho-chlorobenzylidene-malononitrile 14. Ability to achieve a qualifying score during tactical handgun shooting 15. Ability to achieve a qualifying score during shotgun shooting 16. Ability to achieve a qualifying score during AR15 shooting 17. Familiarity with the use of reasonable force and the considerations to be taken regarding the use of deadly force 18. Familiarity with crowd diffusion techniques 19. Knowledge of the role of law enforcement at incidents involving explosive devices (Pass/No Pass.) Effective: Fall 2016.

JLE 164—Crime Scene Investigation (1.0) A new version of this course will be effective Fall 2020
0.5 Lecture, 1.8 Lab. This course is designed for students who desire an introduction to the basic tasks and responsibilities of an Evidence Technician. Students will be provided with the basic knowledge and skills needed to identify, process, collect and preserve various types of physical evidence. This is a pass/no pass course. PREREQUISITE: POST Basic Certificate or Equivalent. (Pass/No Pass.) Effective: Fall 2013 to Fall 2020.

JLE 164—Crime Scene Investigation (1.0)
0.5 Lecture, 1.8 Lab. This course is designed for students who desire an introduction to the basic tasks and responsibilities of an Evidence Technician. Students will be provided with the basic knowledge and skills needed to identify, process, collect and preserve various types of physical

evidence. This is a pass/no pass course. PREREQUISITE: POST Basic Certificate or Equivalent. (Pass/No Pass.) Effective: Fall 2020.

JLE 165—Philosophy of Leadership (0.5-3.0)
0.8-1.7 Lecture, 0.2-5.2 Lab. This course is designed to assist the student in identifying leadership styles and in developing skills. Topics include: leadership inventory, personal vs. position power, personality types and how they relate to supervisory and leadership skills, positive self-talk, and the impact of good leadership on an organization. This is a pass/no pass course, .5 - 3 units, 16 - 120 hours. PREREQUISITE: JLE 100 1. Commission on Police Officer Standards&Training (POST) certified basic law enforcement academy diploma or equivalent as determined by the Dean of Academy Instruction. NOTE: Approval of equivalent training is not a guarantee state regulatory or licensing 2. Prior to beginning this course students must already be familiar with, and be able to demonstrate all of the skills listed below. These will not be taught in the course; rather, they will be the starting point for advanced officer training that builds upon them. These minimum knowledge and skill levels are regarding: 1. Leadership in Policing 2. Disability Laws 3. Cultural Diversity&Ethnicity (Pass/No Pass.) Effective: Fall 2016.

JLE 166—Crime Scene and Forensic Photography (0.5)
0.5 Lecture, 0.9 Lab. This course provides the student with extensive knowledge and practical experience pertinent to crime scene and forensic photography of physical evidence, and latent prints found or developed on evidence. Equipment and procedures pertinent to crime scene and forensic photography and the detection and preservation of physical evidence will also be covered. Additional topics included in this course are: the proper selection of cameras, lenses, tripods, films, filters, specialized lighting techniques and high energy forensic lights. This is a pass/no pass course. (Pass/No Pass.) Effective: Spring 2018.

JLE 166—Crime Scene and Forensic Photography (0.5)
0.5 Lecture, 0.9 Lab. This course provides the student with extensive knowledge and practical experience pertinent to crime scene and forensic photography of physical evidence, and latent prints found or developed on evidence. Equipment and procedures pertinent to crime scene and forensic photography and the detection and preservation of physical evidence will also be covered. Additional topics included in this course are: the proper selection of cameras, lenses, tripods, films, filters, specialized lighting techniques and high energy forensic lights. This is a pass/no pass course. (Pass/No Pass.) Effective: Spring 2018.

AJ 173—Fundamentals of Probation and Parole (3.0)
3.0 Lecture. This course is designed to examine the various components in probation and parole; including probation supervision, presentence investigation reports, various jail alternative programs, the early development of probation, the study of the juvenile justice system, and the special needs of offenders. ADVISORY: Eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Fall 2017.

JLE 175—Basic Public Safety Dispatcher Academy (3.0) A new version of this course will be effective Fall 2021
1.8 Lecture, 5.0 Lab. This 120 hour Basic Course satisfies the Commission on Peace Officers Standards and Training (POST) minimum training requirements for entry level dispatchers. The course also prepares each student for the fundamental principles, procedures, techniques, and duties of a public safety dispatcher within the law enforcement agency including: Ethics and Professionalism, Criminal Justice System, Workplace Communication, Telephone Technology and Procedures, Missing Persons, Domestic Violence, Community Policing, Cultural Diversity, Law enforcement Technologies, Radio Technologies and Procedures, Critical Incidents, and an overview of many other aspects of public safety. ADVISORY: Eligible for English 250 and English 420 (Standard Letter Grade.) Effective: Fall 2016 to Fall 2021.

JLE 175—Basic Public Safety Dispatcher Academy (3.0)
1.7 Lecture, 5.0 Lab. This 120 hour Basic Course satisfies the Commission on Peace Officers Standards and Training (POST) minimum training requirements for entry level dispatchers. The

course also prepares each student for the fundamental principles, procedures, techniques, and duties of a public safety dispatcher within the law enforcement agency including: Ethics and Professionalism, Criminal Justice System, Workplace Communication, Telephone Technology and Procedures, Missing Persons, Domestic Violence, Community Policing, Cultural Diversity, Law enforcement Technologies, Radio Technologies and Procedures, Critical Incidents, and an overview of many other aspects of public safety. (Standard Letter Grade.) Effective: Fall 2021.

JLE 176—Basic Public Safety Dispatcher - Update (1.0-5.0) A new version of this course will be effective Spring 2021
0.5-2.3 Lecture, 1.8-9.1 Lab. This variable unit course is designed to provide necessary and required continuing professional training to public safety dispatchers as required by The Commission on Peace Officers Standards and Training (POST). Students will learn radio procedures, radio systems, telephone procedures, legal updates and emergency dispatching techniques. ADVISORY: Eligible for English 250 and English 420 (Pass/No Pass.) Effective: Spring 2016 to Spring 2021.

AJ 176—Criminal Street Gangs (3.0)
3.0 Lecture. This course is designed to explore historical developments, origins, philosophy and current trends and activities in criminal street gangs within California. It will explore areas of violence, recruitment, drug use, graffiti and attire; with emphasis placed on organization within gangs and their racial backgrounds. Types of solutions within the criminal justice system used to combat street gangs is also included. ADVISORY: Eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Fall 2017.

JLE 176—Basic Public Safety Dispatcher - Update (1.0-5.0)
0.5-2.1 Lecture, 1.8-9.1 Lab. This variable unit course is designed to provide necessary and required continuing professional training to public safety dispatchers as required by The Commission on Peace Officers Standards and Training (POST). Students will learn radio procedures, radio systems, telephone procedures, legal updates and emergency dispatching techniques. PREREQUISTE: Basic Public Safety Dispatcher Academy or equivalent; JLE 175. (Pass/No Pass.) Effective: Spring 2021.

AJ 179P—Juvenile Counselor Core (4.0) This course will be discontinued effective Spring 2021
30.0 Lecture, 14.0 Lab. The Juvenile Counselor Core Course is designed to meet the California Board of Corrections requirements, entry level. Also listed as JLE 179. (Standard Letter Grade.) Effective: Summer 2016 to Spring 2021.

JLE 180—Law Enforcement Seminar (0.5-2.0) A new version of this course will be effective Fall 2017
0.6-1.0 Lecture, 0.3-3.5 Lab. This course is designed to provide students that the necessary updates to skills and infomation required of police officers have been provided and those previously learned skills are maintained and reinforced. This course satisfies requirements from the Commission on Peace Officers Standards and Training (POST). Modules will be combined to complete 16 - 80 hours annually. PREREQUISITE: Commission on Police Officer Standards&Training (POST) certified basic law enforcement academy diploma or equivalent as determined by the Dean of Academy Instruction. Note: Approval of equivalent training is not a guarantee state regulatory or licensing agencies will also grant equivalency. Prior to beginning this course students must already be familiar with, and be able to demonstrate all of the skills listed below. These will not be taught in the course; rather, they will be the starting point for advanced officer training that builds upon them. These minimum knowledge and skill levels are regarding: 1. Officer safety 2. Proper and safe arrest and control technique 3. Familiarity with the crime elements to arrest for sex crimes 4. Familiarity with Penal codes used in policing 5. Familiarity with behavior indicators specifically associated with developmental disabilities 6. Familiarity with Health and Safety codes used in policing 7. Familiarity with Welfare and Institutions codes used in policing 8. Effective verbal communication used in policing 9. Effective non-verbal communication used in policing 10. Familiarity with case law pertinent to policing (Pass/No Pass.) Effective: Fall 2016 to Fall 2017.

JLE 180—Law Enforcement Seminar (0.5-2.0)
0.6-1.0 Lecture, 0.3-3.5 Lab. This course is designed to provide students that the necessary updates to skills and information required of police officers have been provided and those previously learned skills are maintained and reinforced. This course satisfies requirements from the Commission on Peace Officers Standards and Training (POST). Modules will be combined to complete 16 - 80 hours annually. Repetition of this course is necessary for a student to meet legally mandated training. (Pass/No Pass.) Effective: Fall 2017.

AJ 184—Computer Forensics (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. Introduction to computer crime investigation processes. The student is introduced to the hardware, software, networks and devices found in typical home and business settings. Techniques and equipment used to collect evidence, ensure integrity, locate and prepare data for forensic investigation. Covers chain of custody requirements for admissible evidence, data formats for a variety of modern equipment, and recovery of deleted or encrypted information. This course has the option of a letter grade or pass/no pass. This course is also listed as CSIS 184. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017 to Spring 2021.

AJ 184—Computer Forensics (3.0)
3.0 Lecture. Introduction to computer crime investigation processes. The student is introduced to the hardware, software, networks and devices found in typical home and business settings. Techniques and equipment used to collect evidence, ensure integrity, locate and prepare data for forensic investigation. Covers chain of custody requirements for admissible evidence, data formats for a variety of modern equipment, and recovery of deleted or encrypted information. This course has the option of a letter grade or pass/no pass. This course is also listed as CSIS 184. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

JLE 185—Field Training Program (1.0-12.0) A new version of this course will be effective Fall 2018
0.4 Lecture, 32.0 Lab. The Field Training Program is designed to provide a training continuum which integrates the acquired knowledge and skills from the Regular Basic Police Academy with the practical application of law enforcement services. This 80-960 hour variable course is certified by Peace Officers Standards and Training (POST). PREREQUISITE: POST Basic Certificate or Equivalent. Valid California Driver's License. Penal Code Section 13511.5 requires that each applicant for admission to the basic course of training certified by the Commission (including the P.C. 832 course) that includes the carrying and use of firearms, and who is not sponsored by a local or other law enforcement agency, or is not a peace officer employed by a state or local agency, department, or district, shall be required to submit written certification from the Department of Justice that the applicant has no criminal history background which would disqualify him or her, from owning, possessing, or having under his or her control a firearm. (Standard Letter Grade.) Effective: Fall 2013 to Fall 2018.

JLE 189—Community Service Officer (9.5-11.5)
8.4-10.5 Lecture, 4.5 Lab. This course provides basic training for Community Service Officers as well as incorporating PC832 Certification. The content includes all topics required for PC832 Laws of Arrest as well as: Juvenile Law, Haz Mat, Prop 115 certification, First Aid/CPR with extensive focus on traffic control, investigationsl, and report writing. Emphasis on practical application of skills. (Standard Letter Grade.) Effective: Spring 2018.

AJ 190—Occupational Work Experience/Administration of Justice (1.0-4.0)
3.3-16.7 Lab. 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. Student repetition is allowed per Title 5 Section 55253. Minimum 2.00 GPA. REQUIRED: Declared vocational major. (Pass/No Pass.) Effective: Fall 2016.

JLE 201—Vice Investigations (1.0) A new version of this course will be effective Spring 2021
0.6 Lecture, 1.7 Lab. This course is designed for investigators responsible for handling crimes related to prostitution, human trafficking, and a variety of nuisance crimes (animal fighting, gambling, loitering, piracy, and lewd and lascivious acts.) Students in this course are exposed to a series of various scenarios; including ABC buy/ bust exercises, prostitution stings, undercover surveillance practicals, use of website searches for out-calls, etc. This course will also provide training on technology used to commit crimes (internet); technology available to solve crimes, the proper use of informants, legal considerations and ethical issues. PREREQUISITE: POST Basic Certificate or Equivalent. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017 to Spring 2021.

JLE 201—Vice Investigations (1.0)
0.5 Lecture, 1.7 Lab. This course is designed for investigators responsible for handling crimes related to prostitution, human trafficking, and a variety of nuisance crimes (animal fighting, gambling, loitering, piracy, and lewd and lascivious acts.) Students in this course are exposed to a series of various scenarios; including ABC buy/ bust exercises, prostitution stings, undercover surveillance practicals, use of website searches for out-calls, etc. This course will also provide training on technology used to commit crimes (internet); technology available to solve crimes, the proper use of informants, legal considerations and ethical issues. Prerequisite: JLE100 (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

JLE 202—Financial Crimes (1.0) A new version of this course will be effective Spring 2021
0.6 Lecture, 1.7 Lab. This course is designed for investigators responsible for a variety of financial crimes. This course provides investigators with specialized training handling crimes related to check and credit card fraud, real estate fraud, and a variety of internet scams. This course will also provide training on technology used to commit crimes and technology available to solve crimes. PREREQUISITE: POST Basic Certificate or Equivalent. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017 to Spring 2021.

JLE 202—Financial Crimes (1.0)
0.5 Lecture, 1.7 Lab. This course is designed for investigators responsible for a variety of financial crimes. This course provides investigators with specialized training handling crimes related to check and credit card fraud, real estate fraud, and a variety of internet scams. This course will also provide training on technology used to commit crimes and technology available to solve crimes. PREREQUISITE: Basic Police Academy; JLE 100. (Pass/No Pass.) Effective: Spring 2021.

JLE 203—Robbery Investigations (1.0) A new version of this course will be effective Spring 2021
0.6 Lecture, 1.7 Lab. This course is designed to provide investigators with detailed instruction in the broad spectrum of robbery from commercial stores and banks, to street muggings, residential invasions, and the "shakedowns" of youth and adults. The learning opportunities involve the students in examining active cases, analyzing the elements and the evidence, and developing patterns that emerge during a robbery investigation. PREREQUISITE: POST Basic Certificate or Equivalent (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017 to Spring 2021.

JLE 203—Robbery Investigations (1.0)
0.5 Lecture, 1.7 Lab. This course is designed to provide investigators with detailed instruction in the broad spectrum of robbery from commercial stores and banks, to street muggings, residential invasions, and the "shakedowns" of youth and adults. The learning opportunities involve the students in examining active cases, analyzing the elements and the evidence, and developing patterns that emerge during a robbery investigation. PREREQUISITE: POST Basic Certificate or Equivalent: JLE100. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

JLE 204—Investigation Core (2.0) A new version of this course will be effective Spring 2020
1.1 Lecture, 3.4 Lab. The core course is designed to enhance the effectiveness of the individual criminal investigators skills in performing the multi-disciplined, multi-leveled tasks necessary to successfully conduct comprehensive criminal investigations. Instruction in this course is provided through a coordinated, experience-based adult learning approach which addresses crime scene management, interviewing and interrogation skills, search and seizure issues, search warrant preparation, surveillance techniques, case reporting, informant management, media relations, case reporting and courtroom testimony. PREREQUISITE: POST Basic Certificate or Equivalent. Search Warrant Fundamentals - POST Learning Portal Online Training Course. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017 to Spring 2020.

JLE 204—Investigation Core (3.5)
2.5 Lecture, 2.0 Lab. The core course is designed to enhance the effectiveness of the individual criminal investigators skills in performing the multi-disciplined, multi-leveled tasks necessary to successfully conduct comprehensive criminal investigations. Instruction in this course is provided through a coordinated, experience-based adult learning approach which addresses crime scene management, interviewing and interrogation skills, search and seizure issues, search warrant preparation, surveillance techniques, case reporting, informant management, media relations, case reporting and courtroom testimony. PREREQUISITE: POST Basic Certificate or Equivalent. 80 hrs (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2020.

JLE 205—Officer Involved Shooting and Death Investigation (1.0) A new version of this course will be effective Spring 2021
0.6 Lecture, 1.7 Lab. This course is designed for students who are assigned to investigate law enforcement involved critical incidents including officer-involved shootings, use of force incidents and in custody deaths. Topics covered throughout this course include understanding stakeholders, lawful and unlawful force, physiological and psychological changes (human factors), administrative and criminal investigations, legal considerations and courtroom testimony, crime scene reconstruction, video forensics, taser incidents, excited delirium related deaths, and contemporary critical incident case studies. PREREQUISITE: POST Basic Certificate or Equivalent (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017 to Spring 2021.

JLE 205—Officer Involved Shooting and Death Investigation (1.0)
0.5 Lecture, 1.7 Lab. This course is designed for students who are assigned to investigate law enforcement involved critical incidents including officer-involved shootings, use of force incidents and in custody deaths. Topics covered throughout this course include understanding stakeholders, lawful and unlawful force, physiological and psychological changes (human factors), administrative and criminal investigations, legal considerations and courtroom testimony, crime scene reconstruction, video forensics, taser incidents, excited delirium related deaths, and contemporary critical incident case studies. PREREQUISITE: POST Basic Certificate or Equivalent; JLE100. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

JLE 206—Human Trafficking Investigation Course (1.0) A new version of this course will be effective Spring 2020
0.6 Lecture, 1.6 Lab. Students are taught that human trafficking is one of the most horrific crimes committed in our society today. It involves the recruitment, abduction, transport, sale, or receipt of persons,through force, coercion, fraud, or deception. In other words, human beings are being bought and sold, sometimes repeatedly, for profit. Students will learn about the California Trafficking Victims Protection Act was enacted in late 2005 by statute (Penal Code (PC) §13519.14) and required the Commission to prepare guidelines for law enforcement response to human trafficking. These guidelines are presented in a format that will allow the student to follow a systematic process when conducting human trafficking investigations. Pass/No Pass, Prerequisite Basic Police Academy or equivalent (Pass/No Pass.) Effective: Spring 2019 to Spring 2020.

JLE 206—Human Trafficking Investigation Course (2.0)

1.5 Lecture, 0.8 Lab. Students are taught that human trafficking is one of the most horrific crimes committed in our society today. It involves the recruitment, abduction, transport, sale, or receipt of persons,through force, coercion, fraud, or deception. In other words, human beings are being bought and sold, sometimes repeatedly, for profit. Students will learn about the California Trafficking Victims Protection Act was enacted in late 2005 by statute (Penal Code (PC) §13519.14) and required the Commission to prepare guidelines for law enforcement response to human trafficking. These guidelines are presented in a format that will allow the student to follow a systematic process when conducting human trafficking investigations. Pass/No Pass, Prerequisite Basic Police Academy or equivalent (Pass/No Pass.) Effective: Spring 2020.

JLE 208—Interview and Interrogation (0.5-1.0)
0.7-0.7 Lecture, 0.7-1.6 Lab. This course is designed to provide students with the skills they need when they enter interview and interrogation situations. This is a Pass/no Pass 24-40 hr. course (Pass/No Pass.) Effective: Spring 2019.

JLE 209—Explorer Academy (2.0-3.0)
1.3-1.8 Lecture, 3.1-4.9 Lab. This course is designed to give students basic knowledge of policing, digital safety, gang awareness, vehicle operations, team building, criminal justice system,, crime scene evidence collection, use of force, special operations, crisis negotiations, firearms, and first aid and CPR. (Standard Letter Grade.) Effective: Fall 2018.

JLE 210—Active Shooter Response Training (0.5)
0.4 Lecture, 0.4 Lab. This course will provide students with a background on active shooter situations along with policies and procedures for responding to various active shooter emergencies. This course is POST certified. (Pass/No Pass.) Effective: Fall 2017.

JLE 213—Field Training Program (1.0-16.0)
4.5-48.9 Lab. The Field Training Program is designed to provide a training continuum which integrates the acquired knowledge and skills from the Basic Police Academy with the practical application of law enforcement services. Topics include: vehicle operations, report writing, use of force, arrest and control, investigation techniques, evidence collection and preservation, and use of telecommunication systems. This course is certified by Peace Officer Standards and Training (POST). (Pass/No Pass.) Effective: Fall 2018.

AJ 213A—Field Training Program (12.0) A new version of this course will be effective Spring 2021
35.6 Lab. The Field Training Program is designed to provide a training continuum which integrates the acquired knowledge and skills from the Basic Police Academy with the practical application of law enforcement services. Topics include: vehicle operations, executing calls for service, interpersonal communications, laws of arrest, search and seizure laws, report writing, use of force, arrest and control, investigation techniques, evidence collection and preservation, and use of telecommunication systems. This course is certified by Peace Officer Standards and Training (P.O.S.T.) for sworn Peace Officers. PREREQUISITE: AJ 100A - Basic Police or Equivalent. Also, approval of equivalent training is not a guarantee state regulatory or licensing agencies will also grant equivalency. (Pass/No Pass.) Effective: Spring 2020 to Spring 2021.

AJ 213A—Field Training Program (14.0-16.0)
42.2-49.0 Lab. The Field Training Program is designed to provide a training continuum which integrates the acquired knowledge and skills from the Basic Police Academy with the practical application of law enforcement services. Topics include: vehicle operations, executing calls for service, interpersonal communications, laws of arrest, search and seizure laws, report writing, use of force, arrest and control, investigation techniques, evidence collection and preservation, and use of telecommunication systems. This course is certified by Peace Officer Standards and Training (P.O.S.T.) for sworn Peace Officers. PREREQUISITE: AJ 100A - Basic Police or Equivalent. Also, approval of equivalent training is not a guarantee state regulatory or licensing agencies will also grant equivalency. (Pass/No Pass.) Effective: Spring 2021.

JLE 214—Counselor Officer Training (0.5-4.0)

0.5-1.1 Lecture, 0.8-8.2 Lab. Provides the training for Gang, Homicide, Counselors specializing in officer positions. Includes expectations, legal issues, child development, programs, youth development, safety and emergency procedures, active shooter and evacuations. The training ranges from active listening and behavioral management to lecture and case scenarios. Training complies with POST, American Association Standards for Counselors and ADA. PREREQUISITE: POST Basic Certificate or Equivalent; JLE100. (Pass/No Pass.) Effective: Spring 2021.

JLE 215—Tactical Patrol Rifle Instructor's Course (1.0)
0.5 Lecture, 1.7 Lab. This course will give students the skills and knowledge necessary to teach a tactical patrol rifle course. Topics include: Safety, gun handling and ballistics, instructor development, communication and presentation skills, adult learning styles, lesson planning, and firing exercises. Prerequisite: JLE 100 (Pass/No Pass.) Effective: Fall 2018.

JLE 220—Crisis Intervention Team Training (0.5)
0.3 Lecture, 1.0 Lab. This course teaches students to identify and appropriately respond to individuals with mental health, developmental disabilities, intellectual disabilities and substance use disorders. This is a pass/no pass course. Prerequisite JLE 100 or equivalent (Pass/No Pass.) Effective: Fall 2018.

JLE 221—Search Warrant Investigations (0.5)
0.5 Lecture, 0.4 Lab. The course will cover search warrant law and procedure, knock notice, affidavit preparation, problems of search warrant preparation, the actual preparation of a search warrant by each participant, knock and talk. In addition, the course will provide the knowledge, skills and tactics necessary to properly serve and execute a search warrant effectively and safely. The student will develop a sound operational plan for the execution of a search warrant. This is a pass/no pass course. PREREQUISITE: JLE 100 (Pass/No Pass.) Effective: Spring 2019.

AJ 229A—PC 832 - Arrest (1.0)
2.2-2.7 Lab. This 40-48 hour course curriculum is defined by the State of California Peace Officers Standards in Training (P.O.S.T.) satisfies Penal Code 832 arrest powers requirements but does not include the firearms portion. This course is tailored for Correctional Deputies; and covers professional orientation, laws of arrest, search, seizure, evidence, preliminary investigations, communications and arrest techniques. Testable conditions are defined by PO.S.T. and require passing scores for all measured elements as a condition for passing the course. (Pass/No Pass.) Effective: Spring 2020.

AJ 231A—PC 832 - Firearms (0.5)
1.8 Lab. This course covers the legal requirements for carrying and using firearms. Participants are instructed in the safe handling of firearms and techniques of shooting. This course is certified by the Commission on Peace Officers Standards and Training (POST). This is a pass/no pass course. PREREQUISITE: AJ 107 A or equivalent. (Pass/No Pass.) Effective: Spring 2020.

JLE 232—Child Advocacy (0.5)
0.8 Lecture, 0.9 Lab. This course will provide students with specific skills and knowledge required in order to work effectively with children and families. Topics will include communication techniques, interviewing skills, child well-being, substance abuse, mental illness, domestic violence, and child advocacy. pass/no pass (Pass/No Pass.) Effective: Fall 2018.

JLE 233—Field Training Program-SAC (0.5)
0.5 Lecture, 0.9 Lab. This course is designed for students entering the Field Training Program as supervisors and/or managers. It emphasizes techniques for the proper selection, training and supervision of FTO's. It meets the training requirements for effective management of the Field Training Program required by California Commission on Peace Officers Standards and Training (POST). Pass/No Pass Prerequisite: JLE 100. (Pass/No Pass.) Effective: Fall 2018.

JLE 236—Firearms Instructor Training (1.0-2.0)
0.9-1.5 Lecture, 1.4-3.0 Lab. This course is designed to provide the necessary training for the experienced firearms person who wants to qualify for rangemaster. Students must supply equipment and ammunition. The course is P.O.S.T. certified. This is a pass/no pass course. Units

earned in this course do not count toward the associate degree and/or certain certificate requirements. ADVISORY: JLE 100 (Pass/No Pass.) Effective: Fall 2017.

JLE 240 —SWAT Update (0.5)
1.2-2.3 Lab. This Special Weapons and Tactics (SWAT) update course is designed to provide the student with current tactics and techniques associated with planning, entries, searching, and evacuating in high risk police actions. Topics include tactical movements and entries, hostage situations, tactical assaults. Multi-weapon use, sniper tactics, combat tactics. This is a pass/no pass course. 24-40 hours Lab / .5 unit (Pass/No Pass.) Effective: Spring 2019.

JLE 244—Basic Police Academy Modular, Level I (13.5) A new version of this course will be effective Fall 2020
5.5 Lecture, 24.7 Lab. This course is certified by the Commission on Peace Officer Standards and Training (POST) and meets the content and hour requirements established by POST for Level I Reserve Police Officers. This course combined with Level III and Level II certificates meets the regular basic academy requirements. (544 hours) PREREQUISITE: Successful completion of POST Level I course entry requirements; POST entry reading and writing exam; Academy physical agility test; Medical insurance; Valid California Drivers License; Medical exam clearance by a licensed physician; DOJ clearance per Penal Code 13511.5; BAM III, BAM II (Standard Letter Grade.) Effective: Spring 2019 to Fall 2020.

AJ 254A—Academy Instructor Certification Course (1.0)
0.5 Lecture, 1.7 Lab. This 40 hour P.O.S.T.-certified course for Police Academy instructors and meets Peace Officers Standards and Training (P.O.S.T.) requirements for any Academy instructor. Its focus is on enabling instructors to plan for, and facilitate interactive, learn-centered training. Attendees create lesson plans, activities, and evaluation techniques for classroom use. Students apply adult learning concepts and critical thinking concepts to develop targeted learning objectives, as well as meet the P.O.S.T. mandates regarding classroom safety protocols, legal issues, and the roles/responsibilities of law enforcement instructors. Pre-requisite is AJ 100A or AJ 107A or equivalent. (Pass/No Pass.) Effective: Spring 2020.

JLE 256—Patrol Rifle Operator (0.5)
0.9-1.4 Lab. This course will provide students with the information and hands-on experience needed to effectively use a Rifle during patrol assignments. PREREQUISITE: JLE 100 or Completion of Basic Police Academy. (Pass/No Pass.) Effective: Spring 2020.

AJ 261A—P.O.S.T. Driver Awareness Instructor (0.5)
1.5 Lab. This course is designed to meet the Peace Officer Standards and Training (P.O.S.T.) requirements for Driver Awareness Instructor training (D.A.I.). This course of instruction allows the student to teach vehicle placement operations relating to slow speed driving. PREREQUISITE: AJ 100A or AJ 107A (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2020.

AJ 262A—P.O.S.T. Driver Training Instructor (1.0)
0.5 Lecture, 1.7 Lab. This course meets the State of California Peace Officers Standards and Training (P.O.S.T.) requirements for Driver Training Instructor (D.T.I.). Course of instruction requires students to teach all facets of vehicle operations including a review of vehicle placement, and the high speed operations of skidpan, emergency steering and braking, hazard avoidance, emergency response driving (Code-3), and Pursuits. PREREQUISITE: AJ 100 A, AJ 261 A (Pass/No Pass.) Effective: Spring 2020.

JLE 270—Law Enforcement Report Writing Update (0.5)
0.2 Lecture, 0.7 Lab. This course will update attendees in current procedures for created solid police reports and the vital role in the day-to-day functioning of an agency or institution. The facts and actions in reports will include attest to your profession, provide data for statistical studies, help justify an arrest or disciplinary action, testify that you are following legal guidelines and provide vital clues in cases. PREREQUISITE: JLE 100; Basic Police Academy (Pass/No Pass.) Effective: Fall 2021.

JLE 301—Dispatch Radio Communications (5.0) A new version of this course will be effective Spring 2021
2.3 Lecture, 9.1 Lab. This course is designed for students to enhance skills, specifically focusing on radio communications. Students will study codes and departmental procedures and will respond to calls ranging from traffic emergencies to potentially dangerous situations. PREREQUISITE: POST Dispatch Certificate or Equivalent (Pass/No Pass.) Effective: Spring 2017 to Spring 2021.

JLE 301—Dispatch Radio Communications (5.0)
2.0 Lecture, 9.2 Lab. In this course students will dispatch and receive various calls for service and must use professional demeanor, utilize proper radio procedure, apply effective interview techniques, gather and document relevant information, maintain control of the conversation, effectively communicate with diverse people, and rely information in a timely manner to the proper source. PREREQUISITE: POST Dispatch Certificate or Equivalent; JLE175. (Pass/No Pass.) Effective: Spring 2021.

JLE 302—Counselor Officer Training (0.5-4.0) A new version of this course will be effective Spring 2021
0.6-1.7 Lecture, 0.8-7.5 Lab. Provides the training for Gang, Homicide, Counselors specializing in officer positions. Includes expectations, legal issues, child development, programs, youth development, safety and emergency procedures, active shooter and evacuations. The training ranges from active listening and behavioral management to lecture and case scenarios. Training complies with POST, American Association Standards for Counselors and ADA. PREREQUISITE: POST Basic Certificate or Equivalent (Pass/No Pass.) Effective: Spring 2017 to Spring 2021.

Allied Health

Allied Health



Allied Health: Home Health Aide CP

Completion of the course below will qualify students for state certification as a Home Health Aide. Students receiving the certificate will have job entry skills for Home Health Aide.

Requirements: **Units:** 11.5

AH 280	Fundamentals of Nursing--Convalescent	8.5

AH 182	Home Health Care	3
		Total: 11.5

Allied Health: Nursing Assistant CP

Certificate of Proficiency for Fundamentals of Nursing/Nurse Assistant

Requirements: **Units:** 8.5

AH 280	Fundamentals of Nursing--Convalescent	8.5
		Total: 8.5

Allied Health: Nursing/LVN AS

Completion of the courses listed will qualify students for the Certificate of Achievement in Vocational Nursing. To qualify for licensing by the Board of Vocational Nurse and Psychiatric Technician Examiners a student must have a minimum of 576 lecture hours of instruction and 954 clinical hours of instruction. Students completing the Vocational Nursing program and passing the National Council Licensure Examination will have job entry skills for Licensed Vocational Nursing. Students planning to enter the LVN Program must be U.S. high school graduates or equivalent (GED or official transcript evaluation) and complete the Allied Health clinical courses. After completing the general education requirements, students will qualify for the Associate of Science Degree.

PREREQUISITES **Units:** 46.5-51.5

AH 3	The Person in the Life Cycle	3
BIO 7	Human Anatomy	4
AH 8	General Microbiology	5
OR		
BIO 8	General Microbiology	5
AH 9	Human Physiology	5
OR		
BIO 9	Human Physiology	5
AH 11	Nutrition	3
OR		
BIO 11	Nutrition	3
AH 280	Fundamentals of Nursing--Convalescent	8.5
CMUN 1A	Introduction to Public Speaking	3
ENGL 1A	Composition and Reading	4
PSYC 10	Introduction to Psychology	3
SOC 1A	Introduction to Sociology	3
MATH 235	Integrated Algebra	7.5-10

OR		
MATH 240	Algebra II	5
OR		
MATH 242	Algebra for Statistics	6

LVN PROGRAM **Units:** 44

AH 51	LVN - Semester 1 - Medical Surgical Nursing I	11
AH 52	LVN - Semester 2 - Medical-Surgical Nursing II	11
AH 53	LVN-Semester 3-Medical-Surgical Nursing III & Maternity/ Newborn	11
AH 54	LVN-Semester 4 - Medical-Surgical Nursing IV & Pediatric Nursing	11

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 125.5-134.5

Allied Health: Nursing/LVN CA

Completion of the courses listed will qualify students for the Certificate of Achievement in Vocational Nursing. To qualify for licensing by the Board of Vocational Nurse and Psychiatric Technician Examiners a student must have a minimum of 576 lecture hours of instruction and 954 clinical hours of instruction. Students completing the Vocational Nursing program and passing the National Council Licensure Examination will have job entry skills for Licensed Vocational Nursing. Students planning to enter the LVN Program must be U.S. high school graduates or equivalent (GED or official transcript evaluation) and complete the Allied Health clinical courses. After completing the general education requirements, students will qualify for the Associate of Science Degree.

PREREQUISITES **Units:** 46.5-51.5

AH 3	The Person in the Life Cycle	3
BIO 7	Human Anatomy	4
AH 8	General Microbiology	5
OR		
BIO 8	General Microbiology	5
AH 9	Human Physiology	5
OR		
BIO 9	Human Physiology	5
AH 11	Nutrition	3
OR		
BIO 11	Nutrition	3
AH 280	Fundamentals of Nursing--Convalescent	8.5

CMUN 1A	Introduction to Public Speaking	3
ENGL 1A	Composition and Reading	4
PSYC 10	Introduction to Psychology	3
SOC 1A	Introduction to Sociology	3
MATH 235	Integrated Algebra	7.5-10
OR		
MATH 240	Algebra II	5
OR		
MATH 242	Algebra for Statistics	6

LVN PROGRAM **Units:** 44

AH 51	Medical-Surgical Nursing	11
AH 52	Medical-Surgical Nursing	11
AH 53	Medical-Surgical - Maternal-Neonatal Nursing	11
AH 54	Medical-Surgical/Pediatric Nursing	11

Total: 90.5-95.5

Allied Health: Nursing/RN AS

After completing the Registered Nursing program and passing the National Council Licensure Examination, students will have job entry skills for registered nursing. The Associate degree in Registered Nursing requires completion of the Allied Health clinical courses listed plus general education requirements. Students are then qualified for a Certificate of Achievement in Registered Nursing and an Associate of Science degree.

RN PROGRAM PREREQUISITES: **Units:** 71-76

AH 8	General Microbiology	5
OR		
BIO 8	General Microbiology	5
AH 9	Human Physiology	5
OR		
BIO 9	Human Physiology	5
ENGL 1A	Composition and Reading	4
CMUN 1A	Introduction to Public Speaking	3
SOC 1A	Introduction to Sociology	3
MATH 235	Integrated Algebra	7.5-10
OR		
MATH 240	Algebra II	5
OR		
MATH 242	Algebra for Statistics	6
AH 51	Medical-Surgical Nursing	11
AH 52	Medical-Surgical Nursing	11
AH 53	Medical-Surgical - Maternal-Neonatal Nursing	11
AH 54	Medical-Surgical/Pediatric Nursing	11
AH 16	Intravenous Therapy/Blood Withdrawal	2

RN PROGRAM: **Units:** 20

AH 55	Interactive and Mental Health Nursing	10
AH 56	Compensatory Nursing Practice	10

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 126-135

Allied Health: Nursing/RN CA

After completing the Registered Nursing program and passing the National Council Licensure Examination, students will have job entry skills for registered nursing. The Associate degree in Registered Nursing requires completion of the Allied Health clinical courses listed plus general education requirements. Students are then qualified for a Certificate of Achievement in Registered Nursing and an Associate of Science degree. At the present time, the Registered Nursing program is open to licensed vocational nurses or those who have successfully completed a vocational nursing program and are exam eligible.

RN PROGRAM PREREQUISITES: **Units:** 71-76

AH 8	General Microbiology	5
OR		
BIO 8	General Microbiology	5
AH 9	Human Physiology	5
OR		
BIO 9	Human Physiology	5
ENGL 1A	Composition and Reading	4
CMUN 1A	Introduction to Public Speaking	3
SOC 1A	Introduction to Sociology	3
MATH 235	Integrated Algebra	7.5-10
OR		
MATH 240	Algebra II	5
OR		
MATH 242	Algebra for Statistics	6
AH 51	Medical-Surgical Nursing	11
AH 52	Medical-Surgical Nursing	11
AH 53	Medical-Surgical - Maternal-Neonatal Nursing	11
AH 54	Medical-Surgical/Pediatric Nursing	11
AH 16	Intravenous Therapy/Blood Withdrawal	2

RN PROGRAM **Units:** 20

AH 55	Interactive and Mental Health Nursing	10
AH 56	Compensatory Nursing Practice	10

General Education requirements: **Units:** 0

Total: 91-96

Public Health

Public Health



ADT: Public Health Science AST - CSU Transfer

The Associate in Science in Public Health Science for Transfer Degree prepares students for a seamless transfer into the CSU system to complete a baccalaureate degree. The Public Health Science Transfer Degree is designed to prepare students for a CSU Major in: Health Science, Health Science with Health Education option, Health Science with Public Health option, Health Science with Community Health option, Health Science with Health Promotion and Disease Prevention, Health Education, Public Health, Public Health Promotion, Kinesiology with Health Education, Kinesiology with Health Science option, Kinesiology with Health and Wellness Promotion, Kinesiology with Health Promotion and Disease Prevention and Collaborative Health and Human Services with Community Health option.

Associate Degree for Transfer Requirements:

(1) Completion of 60 semester units that are eligible for transfer to the California State University, including both of the following:

(A) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education - Breadth Requirements.

(B) A minimum of 18 semester units in a major or area of emphasis, as determined by the community college district.

(2) Obtainment of a minimum grade point average of 2.0.

Title 5 section 55063(a) also require that students must earn a C or better in all courses required for the major or area of emphasis, or a "P" if the course was taken on a 'pass-no-pass' basis.

Required Core

HE 1	Health Education	3
HE 5	Introduction to Public Health	3
MATH 5	Introduction to Statistics	3
BIO 10	Principles of Biology	4
CHEM 1A	General Chemistry	5
OR		
CHEM 30A	Elementary Chemistry	4
PSYC 10	Introduction to Psychology	3
BIO 7	Human Anatomy	4
AND		
BIO 9	Human Physiology	5

List A: Select one (3 units)

BIO 11	Nutrition	3
ECON 1	Principles of Macroeconomics	3
ECON 2	Principles of Microeconomics	3
HE 2	Human Sexuality	3
SOC 1A	Introduction to Sociology	3

General Education Requirements: CSU GE: 39; IGETC: 37 **Units:** 37-39
Total: 69-72

Courses

AH 3—The Person in the Life Cycle (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. Interaction of social, emotional, intellectual, and physical attributes related to the development and realization of human potential across the life span. (C-ID: PSY 180) PREREQUISITE: Eligible for English 1A. (Standard Letter Grade.) Effective: Fall 2014 to Fall 2020.

AH 3—The Person in the Life Cycle (3.0)
3.0 Lecture. Interaction of social, emotional, intellectual, and physical attributes related to the growth and development of people across the life span. Content covers from cradle to the grave (birth until death). (C-ID: PSY 180). (Standard Letter Grade.) Effective: Fall 2020.

AH 8—General Microbiology (5.0) This course will be discontinued effective Spring 2021
4.0 Lecture, 3.0 Lab. An introduction to microbiology with an emphasis on bacteriology. Includes the study of morphology and physiology of microorganisms, a survey of infectious diseases, immunology and techniques for culture and control of microorganisms. This course is also listed as BIO 8. PREREQUISITE: Biological Science 10 or 15 with a grade of credit or C or better. ADVISORY: Chemistry 30A and Chemistry 30B; eligible for English 250, 260 and Mathematics 205. (Standard Letter Grade.) Effective: Fall 2016 to Spring 2021.

AH 9—Human Physiology (5.0) This course will be discontinued effective Spring 2021
4.0 Lecture, 3.0 Lab. Study of the physiological principles, function, integration and homeostasis of the human body at the cellular, tissue, organ, organ system and organism level: integumentary system, bone, skeletal, smooth and cardiac muscles, nervous system, sensory organs,

cardiovascular system, lymphatic and immune systems, respiratory system, urinary system, digestive system, endocrine system, and reproductive system. This course is also listed as BIO 9. PREREQUISITE: Chemistry 30A, Biological Science 7 or 15 with a grade of credit or C or better or equivalent. ADVISORY: Chemistry 30B; eligible for English 250, English 260 and Mathematics 205. (Standard Letter Grade.) Effective: Summer 2017 to Spring 2021.

AH 11—Nutrition (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. 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 1A. ADVISORY: Chemistry 30A and Mathematics 205. (Standard Letter Grade.) Effective: Summer 2015 to Spring 2021.

AH 11—Nutrition (3.0)
3.0 Lecture. This course is an introductory nutrition course designed to introduce the general education and/or health interested student to the principles of nutrition which can be used professionally and/or personally. Nutrition will explore the science of nutrition, provide nutrient recommendations, explore the functions of digestion & metabolism, and discuss the impact that nutrition has on the human body; both anatomically and physiologically. This course will discuss macronutrients, water, vitamins, minerals, healthy body weight, performance nutrition, and specific nutritional needs throughout a person's lifetime. The student will analyze their personal diet record by utilization of a computerized nutrition program. AH 11 will address the impact of nutrition for chronic disease, food safety principles, and food poverty in the United States and our world. (C-ID NUTR 110). ADVISORY: Chemistry 30A. (Standard Letter Grade.) Effective: Spring 2021.

AH 15—Survey of Human Anatomy and Physiology (5.0) A new version of this course will be effective Summer 2020
4.0 Lecture, 3.0 Lab. 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 BIO 15. ADVISORY: Biology 10 or Biology 12 with a grade of 'C' or better. Eligible for English 250, English 260 and Mathematics 430. Course will include viewing of a cadaver. (Standard Letter Grade.) Effective: Spring 2019 to Summer 2020.

AH 15—Survey of Human Anatomy and Physiology (5.0)
4.0 Lecture, 3.0 Lab. 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 BIO 15. ADVISORY: Biology 10 or Biology 12 with a grade of 'C' or better. Eligible for English 280 and Mathematics 430 or skills equivalent to those in an Elementary Algebra course. Course will include the viewing of a cadaver. (Standard Letter Grade.) Effective: Summer 2020.

AH 16—Intravenous Therapy/Blood Withdrawal (2.0)
1.5 Lecture, 1.5 Lab. Theoretical application and clinical techniques required for safe administration of IV therapy and withdrawal of blood for testing. (Approved by the Board of Vocational Nursing for certification in IV Therapy and Blood Withdrawal. Approved for continuing education credit BRN #00892). PREREQUISITE: Completion of AH 54 or equivalent with a grade of C or better or current active LVN licensure in California. $150.00 course materials fee payable at registration. (Standard Letter Grade.) Effective: Spring 2017.

AH 22—Field Work and Service (0.5-1.0)
1.5-3.0 TBA. 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. (Pass/No Pass.) Effective: Summer 2011.

AH 23—Independent Study (1.0-2.0) A new version of this course will be effective Spring 2021
3.0-6.0 TBA. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2011 to Spring 2021.

AH 23—Independent Study (1.0-2.0)
3.0-6.0 TBA. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

AH 30—First Aid and CPR (3.0)
3.0 Lecture. This course involves the theory and detailed demonstration of the first aid care of the injured. The student will learn to assess a victim's condition and incorporate proper treatment. Standard first aid, CPR, and AED certification(s) will be granted upon successful completion of requirements. This course has the option of a letter grade or pass/no pass. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2017.

AH 32—Basic Cardiac Life Support (1.0)
1.0 Lecture. 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 three times for credit. $12.00 course material fee. Additional $5.00 due upon completion for certification card. (Pass/No Pass.) Effective: Fall 2015.

AH 51—LVN - Semester 1 - Medical Surgical Nursing I (11.0)
6.0 Lecture, 15.0 Lab. This course is designed to provide a basic introduction to patient care within the role of the Licensed Vocational Nurse. Emphasizes principles and skills necessary for safe, effective care. Content includes introduction to health care, therapeutic communication, client rights and needs, cultural aspects of care, asepsis, personal care, safety, patient education, gerontology, death and dying, assessment of multiple body systems, fluid and electrolytes and nutrition therapy. Related pharmacology and basics of medication administration are included. $100 course material fee, payable at registration. ADVISORY: AH 8 and AH 9. PREREQUISITE: Admission to the nursing program. (Standard Letter Grade.) Effective: Fall 2018.

AH 52—LVN - Semester 2 - Medical-Surgical Nursing II (11.0)
6.0 Lecture, 15.0 Lab. 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 procedures. It will 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, liver and respiratory systems. Related pharmacology is included. $100 course material fee, payable at registration. PREREQUISITE: Completion of AH 51. (Standard Letter Grade.) Effective: Spring 2018.

AH 53—LVN-Semester 3-Medical-Surgical Nursing III & Maternity/ Newborn (11.0)
6.0 Lecture, 15.0 Lab. Course contains two components to provide theoretical and clinical experience in medical-surgical and maternal- neonatal nursing. Content includes care of clients with disorders of the circulatory, urinary and reproductive systems, normal pregnancy and birth,

common and major complications of pregnancy and childbirth, care of the normal newborn, and care of the neonate with problems. Related pharmacology is included. $100 course material fee, payable at registration. PREREQUISITE: Completion of AH 51 and AH 52. (Standard Letter Grade.) Effective: Fall 2018.

AH 54—LVN-Semester 4 - Medical-Surgical Nursing IV & Pediatric Nursing (11.0)
6.0 Lecture, 15.0 Lab. 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 Licensed Vocational Nurse. $100 course material fee, payable at registration. PREREQUISITE: Completion of AH 51, 52 and 53. (Standard Letter Grade.) Effective: Spring 2018.

AH 55—Interactive and Mental Health Nursing (10.0) A new version of this course will be effective Spring 2021
5.5 Lecture, 13.5 Lab. The dynamics of leadership and management in nursing, including concepts of basic mental health. Progresses from basic mental health knowledge and skills to the refinements involved in psychiatric nursing practice as it relates to all age groups. Incorporates nursing concepts and nursing experiences relative to human sexuality, child abuse and cultural and ethnic diversity. $100 course material fee, payable at registration. PREREQUISITE: Admission to advanced standing / RN program and California IV Certification and successful completion of AH 51, 52, 53 and 54 or equivalent. (Standard Letter Grade.) Effective: Fall 2015 to Spring 2021.

AH 55—Interactive and Mental Health Nursing (10.0)
5.5 Lecture, 13.5 Lab. The dynamics of leadership and management in nursing, including concepts of basic mental health. Progresses from basic mental health knowledge and skills to the refinements involved in psychiatric nursing practice as it relates to all age groups. Incorporates nursing concepts and nursing experiences relative to human sexuality, child abuse and cultural and ethnic diversity. $100 course material fee, payable at registration. PREREQUISITE: Admission to advanced standing / RN program and California IV Certification and successful completion of AH 51, 52, 53 and 54 or equivalent. (Standard Letter Grade.) Effective: Spring 2021.

AH 56—Compensatory Nursing Practice (10.0) A new version of this course will be effective Spring 2021
5.5 Lecture, 13.5 Lab. 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. (Standard Letter Grade.) Effective: Fall 2015 to Spring 2021.

AH 56—Compensatory Nursing Practice (10.0)
5.5 Lecture, 13.5 Lab. 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. (Standard Letter Grade.) Effective: Spring 2021.

AH 71—Licensed Vocational Nursing - 1 (12.5)
6.5 Lecture, 18.0 Lab. Course is designed to provide a basic introduction to patient care within the role of the Licensed Vocational Nurse (LVN). Emphasizes nursing fundamentals including principles and skills necessary for safe, effective care. Content includes introduction to health care and nursing, effective communication, client rights and needs, ethics, legal and cultural considerations, asepsis, personal care & hygiene, safety, pain & comfort, medication administration and wound

care. Prerequisites: Acceptance to the Gavilan LVN program, separate application required. (Standard Letter Grade.) Effective: Spring 2021.

AH 72—Licensed Vocational Nursing - 2 (12.5)
6.5 Lecture, 18.0 Lab. 2nd semester of the three semester LVN program. Curriculum includes medical surgical nursing. Prerequisite: Acceptance to the Gavilan LVN program, separate application required. AH 71 Licensed Vocational Nursing 1. (Standard Letter Grade.) Effective: Fall 2021.

AH 73—Licensed Vocational Nursing - 3 (12.5)
6.5 Lecture, 18.0 Lab. Third and final semester in the Licensed Vocational Nursing program. Course includes pediatrics, obstetrics and medical surgical nursing. PREREQUISITE: Acceptance to the Gavilan LVN program, separate application required. Completion of AH 71 and AH 72. (Standard Letter Grade.) Effective: Fall 2021.

AH 140—Online Health Research (2.0)
2.0 Lecture. 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. (Standard Letter Grade.) Effective: Spring 2018.

AH 190—Occupational Work Experience/Allied Health (1.0-4.0)
3.3-16.7 Lab. 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. Student repetition is allowed per Title 5 Section 55253. Minimum 2.00 GPA. REQUIRED: Declared vocational major. (Pass/No Pass.) Effective: Fall 2016.

AH 270—Basic Clinical Medical Assisting (6.0)
4.0 Lecture, 6.0 Lab. Course provides a basic introduction to clinical medical assisting. Emphasizes principles, understanding of skills necessary to perform basic clinical medical assisting procedures safely and effectively. PREREQUISITE: Eligible for English 250, English 260 and Mathematics 430. (Standard Letter Grade.) Effective: Spring 2016.

AH 271—Advanced Clinical Medical Assisting (6.0)
4.0 Lecture, 6.0 Lab. Course provides instruction and clinical experience in advanced concepts of clinical medical assisting including specialty procedures and treatments. PREREQUISITE: AH 270 with a grade of C or better or equivalent. Equivalency determined by written and performance exams. (Standard Letter Grade.) Effective: Spring 2016.

AH 280—Fundamentals of Nursing--Convalescent (8.5) A new version of this course will be effective Spring 2021
6.0 Lecture, 8.0 Lab. 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 and eligible for MATH 205 or MATH 430. 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. (Standard Letter Grade.) Effective: Spring 2017 to Spring 2021.

AH 280—Fundamentals of Nursing--Convalescent (8.5)
6.0 Lecture, 8.0 Lab. 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: Clearance from the Department of Health Services (Form 283B), fingerprint card,

health clearance, TB clearance, negative drug test and immunizations required prior to clinical placement. Uniform, shoes, watch, and stethoscope required. Clinical at designated nursing facility assigned depending on facility contract approval. (Standard Letter Grade.) Effective: Spring 2021.

AH 282—Home Health Care (2.0)
1.5 Lecture, 1.5 Lab. This two (2) week, eight (8) day course is designed to prepare students to provide basic health care in the home environment. This course includes interpretation of medical/social needs, personal care services, cleaning tasks, nutrition, and the scope of limitations of a home health aide. All students who achieve a grade of "C" or better will be eligible for a Home Health Aide Certificate from the State of California Department of Public Health. PREREQUISITE: Active California C.N.A. certification or successful completion with a minimum score of 75% or equivalent in AH 180. Also, eligible for English 250 and English 260. Clearance from the California Department of Health Services (Form HS283B), fingerprint clearance, negative drug screen, required immunizations, negative TB screen, and health clearance required to clinical placement. (Standard Letter Grade.) Effective: Spring 2017.

AH 291A—Power Skills for the Workplace (1.0)
1.0 Lecture. Power Skills for the Workplace teaches skills vital to workplace success. The topic for 291A is Interpersonal Communication. Need not be taken in sequence. This is a pass/no pass course. Course was previously listed as 191A. (Pass/No Pass.) Effective: Spring 2019.

AH 291B—Power Skills for the Workplace (1.0)
1.0 Lecture. Power Skills for the Workplace teaches skills vital to workplace success. The topic for 291B is Team Building. Need not be taken in sequence. This is a pass/no pass course. Course was previously listed as 191B. (Pass/No Pass.) Effective: Spring 2019.

AH 291C—Power Skills for the Workplace (1.0)
1.0 Lecture. Power Skills for the Workplace teaches skills vital to workplace success. The topic for 291C is Problem-Solving. Need not be taken in sequence. This is a pass/no pass course. Course was previously listed as 191C. (Pass/No Pass.) Effective: Spring 2019.

AH 743—Healthier Living Through Tobacco Cessation (0.0)
2.0 Lecture. This course is designed to provide the opportunity to obtain valuable education, support, and build the skills necessary to quit tobacco and live a healthier lifestyle. This course will also serve as a preventative measure for those who are considering smoking or using other tobacco related products. Discussion will focus on developing healthy coping skills, learning healthy lifestyle alternatives to smoking, and learning strategies such as Behavioral Modification Techniques and the use of Nicotine Replacement Therapy to help stop smoking. The physiological effects of tobacco on the human body will also be discussed. The course will be offered in both English and Spanish. (Non Credit.) Effective: Spring 2013.

AH 793—Personal and Career Development (0.0)
1.0-10.0 Lab. A wide variety of lectures on general themes offered to students throughout the academic year who want short-formatted content to augment their personal, academic and career development. General themes to be explored are: Communication, Interpersonal Skills, Pre-employment, Decision-Making, Financial Literacy, Career and Personal Development and Self-Management with Nutrition. This noncredit course is a combination of lecture, self-assessments, group activities and individual modules. (Non Credit.) Effective: Spring 2016.

Anthropology

Anthropology



APT: Anthropology - CSU Transfer

The Associate in Arts in Anthropology for Transfer degree is designed to prepare students for a seamless transfer into the CSU system to complete a baccalaureate degree in Anthropology.

The Gavilan College Anthropology Program encompasses three subfields: cultural anthropology, physical anthropology, and archaeology. Together, these subfields offer a broad range of perspectives on the experiences and politics of being human. The courses offered teach students to develop a comprehensive understanding of humans in their diversity and complexity. These courses may be taken to satisfy the General Education requirements or to meet the requirements for an Associate in Arts in Anthropology for Transfer (ADT) degree. The ADT in Anthropology degree prepares students to transfer into the CSU system to pursue a baccalaureate degree in Anthropology or a related major.

Upon completion of the AA-T degree in Anthropology, students will be able to:

- Critically examine and analyze human nature and behavior.
- Critically examine and analyze anthropological ideas and data from a social justice perspective.
- Describe cultural change from historical, political economic, symbolic, and discursive perspectives.
- Describe biological and cultural factors responsible for human variation.
- Distinguish variations in culture using a cultural relativist perspective.
- Evaluate social scientific theories, methods, and techniques used to investigate the human past and present.
- Conduct ethnographic research within a local community.
- Write research papers using ethnographic, descriptive and analytic techniques.

Associate Degree for Transfer Requirements:

(1) Completion of 60 semester units that are eligible for transfer to the California State University, including both of the following:

(A) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education - Breadth Requirements.

(B) A minimum of 18 semester units in a major or area of emphasis, as determined by the community college district.

(2) Obtainment of a minimum grade point average of 2.0.

Title 5 section 55063(a) also require that students must earn a C or better in all courses required for the major or area of emphasis, or a "P" if the course was taken on a 'pass-no-pass' basis.

REQUIRED CORE:		**Units:** 9
ANTH 1	Introduction to Physical Anthropology	3
ANTH 2	Introduction to Archaeology	3
ANTH 3	Introduction to Cultural Anthropology	3
LIST A		**Units:** 3
MATH 5	Introduction to Statistics	3
LIST B:		**Units:** 3-4
BIO 7	Human Anatomy	4
ANTH 32	Introduction to Research Methods	3
OR		
PSYC 32	Introduction to Research Methods	3
LIST C: Select one course or any course from LIST B not already used.		**Units:** 3-4
ANTH 1L	Physical Anthropology Lab	1
ANTH 5	Magic, Witchcraft, and Religion	3
ANTH 6	Culture and Politics of Africa	3
HIST 4A	Global History Before 1500	3
HIST 4B	Global History After 1500	3
HIST 12	Mexican American Cultural History	3
MUS 6	Introduction to World Music	3
PHIL 6	Comparative Religions	3
POLS 3	Introduction to Comparative Politics	3
POLS 4	Introduction to International Relations	3
SOC 1A	Introduction to Sociology	3
SOC 1B	Introduction to Sociology: Social Problems	3
SOC 3	Sociology of Race, Ethnicity and Cultural Identity	3
SOC 4	Sociology of Gender	3

Units Required for the Major: (18 - 20 Units)	**Units:**
General Education Requirements: CSU: 39; IGETC: 37	**Units:** 37-39
Double Counted Units: CSU: 12 - 16; IGETC: 12 - 16	**Units:**
Electives needed to get to 60 Units: CSU: 13 - 19; IGETC: 15 - 21	**Units:**
Total Units for the Degree: 60 Units	**Units:**
	Total: 55-59

Courses

ANTH 1—Introduction to Physical Anthropology (3.0) A new version of this course will be effective Summer 2020

3.0 Lecture. This course introduces the concepts, methods of inquiry, and scientific explanations for biological evolution and their application to the human species. Issues and topics will include, but are not limited to, genetics, evolutionary theory, human variation and biocultural adaptations, comparative primate anatomy and behavior, and the fossil evidence for human evolution. The scientific method serves as foundation of the course. (C-ID: ANTH 110) ADVISORY: English 250, English 260 and Mathematics 205. (Standard Letter Grade.) Effective: Spring 2016 to Summer 2020.

ANTH 1—Introduction to Physical Anthropology (3.0)
3.0 Lecture. This course introduces the concepts, methods of inquiry, and scientific explanations for biological evolution and their application to the human species. Issues and topics will include but are not limited to, genetics, evolutionary theory, human variation, and biocultural adaptations, comparative primate anatomy and behavior, and the fossil evidence for human evolution. The scientific method serves as the foundation of the course. (C-ID: ANTH 110) (Standard Letter Grade.) Effective: Summer 2020.

ANTH 1L—Physical Anthropology Lab (1.0) A new version of this course will be effective Spring 2020
3.0 Lab. This laboratory course is offered as a supplement to Introduction to Physical Anthropology either taken concurrently or in a subsequent term. Laboratory exercises are designed to introduce students to the scientific method and hands-on exploration of topics in physical anthropology: genetics; human oteology; comparative and functional skeletal anatomy; primate behavior; human fossil record; modern human variation; and other resources to investigate processes related to human evolution. PREREQUISITE: ANTH 1, Introduction to Physical Anthropology, may be taken concurrently. ADVISORY: English 250. (Standard Letter Grade.) Effective: Spring 2015 to Spring 2020.

ANTH 1L—Physical Anthropology Lab (1.0) A new version of this course will be effective Fall 2020
3.0 Lab. This laboratory course is offered as a supplement to Introduction to Physical Anthropology either taken concurrently or in a subsequent term. Laboratory exercises are designed to introduce students to the scientific method and hands-on exploration of topics in physical anthropology: genetics; human osteology; comparative and functional skeletal anatomy; primate behavior; human fossil record; modern human variation; and other resources to investigate processes related to human evolution. PREREQUISITE or COREQUISITE: ANTH 1, Introduction to Physical Anthropology, may be taken concurrently. (Standard Letter Grade.) Effective: Spring 2020 to Fall 2020.

ANTH 1L—Physical Anthropology Lab (1.0) A new version of this course will be effective Spring 2021
3.0 Lab. This laboratory course is offered as a supplement to Introduction to Physical Anthropology either taken concurrently or in a subsequent term. Laboratory exercises are designed to introduce students to the scientific method and hands-on exploration of topics in physical anthropology: genetics; human osteology; comparative and functional skeletal anatomy; primate behavior; human fossil record; modern human variation; and other resources to investigate processes related to human evolution. PREREQUISITE or COREQUISITE: ANTH 1, Introduction to Physical Anthropology, may be taken concurrently. (Standard Letter Grade.) Effective: Fall 2020 to Spring 2021.

ANTH 1L—Physical Anthropology Lab (1.0)
3.0 Lab. This laboratory course is offered as a supplement to Introduction to Physical Anthropology either taken concurrently or in a subsequent term. Laboratory exercises are designed to introduce students to the scientific method and explore genetics, human variation, human and non-human primate anatomy and behavior, the primate/hominin fossil record and other resources to investigate processes that affect human evolution.(C-ID ANTH 115L). PREREQUISITE or COREQUISITE: ANTH 1, Introduction to Physical Anthropology, may be taken concurrently. (Standard Letter Grade.) Effective: Spring 2021.

ANTH 2—Introduction to Archaeology (3.0) A new version of this course will be effective Spring 2020
3.0 Lecture. This course is an introduction to the study of concepts, theories, data and models of anthropological archaeology that contribute to our knowledge of the human past. The course includes a discussion of the nature of scientific inquiry; the history and interdisciplinary nature of archaeological research; dating techniques; methods of survey, excavation, analysis, and interpretation; cultural resource management; professional ethics; and selected cultural sequences. The course surveys selected prehistoric cultures. (C-ID: ANTH 150) ADVISORY: Recommended English 250 and English 260. (Standard Letter Grade.) Effective: Fall 2014 to Spring 2020.

ANTH 2—Introduction to Archaeology (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. This course is an introduction to the study of concepts, theories, data and models of anthropological archaeology that contribute to our knowledge of the human past. The course includes a discussion of the nature of scientific inquiry; the history and interdisciplinary nature of archaeological research; dating techniques; methods of survey, excavation, analysis, and interpretation; cultural resource management; professional ethics; and selected cultural sequences. The course surveys selected prehistoric cultures. (C-ID: ANTH 150) (Standard Letter Grade.) Effective: Spring 2020 to Fall 2020.

ANTH 2—Introduction to Archaeology (3.0)
3.0 Lecture. This course is an introduction to the study of concepts, theories, data and models of anthropological archaeology that contribute to our knowledge of the human past. The course includes a discussion of the nature of scientific inquiry; the history and interdisciplinary nature of archaeological research; dating techniques; methods of survey, excavation, analysis, and interpretation; cultural resource management; professional ethics; and selected cultural sequences. The course surveys selected prehistoric cultures. (C-ID: ANTH 150) (Standard Letter Grade.) Effective: Fall 2020.

ANTH 3—Introduction to Cultural Anthropology (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. The course explores how anthropologists study and compare human cultures. Cultural anthropologists seek to understand the broad arc of human experience focusing on a set of central issues: how people around the world make their living (subsistence patterns); how they organize themselves socially, politically and economically; how they communicate; how they relate to each other through family and kinship ties; what they believe about the world (belief systems); how they express themselves creatively (expressive culture); how they make distinction among themselves such as through applying gender, racial and ethnic labels; how they have shaped and been shaped by social inequalities such as colonialism; and how they navigate culture change and processes of globalization that affect us all. Ethnographic case studies highlight these similarities and differences, and introduce students to how anthropologists do their work, employ professional anthropological research ethics and apply their perspectives and skills to understand humans around the globe. Students will write a research paper based on original fieldwork in a local community. (C-ID: ANTH 120) ADVISORY: Eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Fall 2015 to Spring 2021.

ANTH 3—Introduction to Cultural Anthropology (3.0)
3.0 Lecture. The course explores how anthropologists study and compare human cultures. Cultural anthropologists seek to understand the broad arc of human experience focusing on a set of central issues: how people around the world make their living (subsistence patterns); how they organize themselves socially, politically and economically; how they communicate; how they relate to each other through family and kinship ties; what they believe about the world (belief systems); how they express themselves creatively (expressive culture); how they make distinction among themselves such as through applying gender, racial and ethnic labels; how they have shaped and been shaped by social inequalities such as colonialism; and how they navigate culture change and processes of globalization that affect us all. Key concepts of power, social justice, equity,

ethnocentrism, cultural relativism, race, anti-racism, decolonization, ethnicity, gender, sexuality, class, kinship, ritual, belief systems, and symbolism will be covered. Ethnographic case studies highlight these similarities and differences, and introduce students to how anthropologists do their work, employ professional anthropological research ethics and apply their perspectives and skills to understand humans around the globe. Students will write a research paper based on original fieldwork in a local community. (C-ID ANTH 120) Also listed as ETHN 3A. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

ANTH 5—Magic, Witchcraft, and Religion (3.0)
3.0 Lecture. 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. PREREQUISITE: Eligible for English 1A. (Standard Letter Grade.) Effective: Fall 2017.

ANTH 10—Native American Culture (3.0)
3.0 Lecture. This course surveys the experiences of Indigenous peoples of North American including American Indian Tribes, First Nations of Canada, and Indigenous communities of Mesoamerica. Key themes include colonization, decolonization, resistance, cultural syncretism, political sovereignty, cultural revitalization, and ecology. The course examines these communities and themes through the cross cultural, holistic perspective of anthropology and the interdisciplinary perspectives of critical race theory and ethnic studies. As listed as ETHN 10A. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2021.

ANTH 22—Field Work and Service (0.5-1.0)
1.5-3.0 TBA. 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. (Pass/No Pass.) Effective: Spring 2015.

ANTH 32—Introduction to Research Methods (3.0) A new version of this course will be effective Spring 2020
3.0 Lecture. An overview of the methodologies used in experimental, quasi-experimental, and non-experimental research in psychology. Students will learn how to design and conduct research, including formulating hypotheses, reviewing the literature, evaluating ethical issues, selecting methodologies, organizing data, applying statistics, and writing reports. This course is also listed as PSYC 32 and POLS 32. PREREQUISITE: PSYC 10 with a grade or "C" or better and MATH 5 with a grade of "C" or better. (Standard Letter Grade.) Effective: Spring 2017 to Spring 2020.

ANTH 32—Introduction to Research Methods (3.0)
3.0 Lecture. An overview of the methodologies used in experimental, quasi-experimental, and non-experimental research in psychology. Students will learn how to design and conduct research, including formulating hypotheses, reviewing the literature, evaluating ethical issues, selecting methodologies, organizing data, applying statistics, and writing reports. This course is also listed as PSYC 32 and POLS 32. PREREQUISITE: PSYC 10 with a grade or "C" or better and MATH 5 with a grade of "C" or better. (Standard Letter Grade.) Effective: Spring 2020.

Art

Art



ADT: Art = Art History AA-T- CSU Transfer

The Associate in Arts in Art History for Transfer provides students with both a strong studio experience that integrates conceptual and technical artistic skills with personal and creative exploration as well as a valuable foundation of Art history that includes both Western and non-Western cultures and societies. The art history emphasis degree was established to allow students to pursue concentrated study in both studio art and art history. We offer exceptional studio art courses in the foundation areas of drawing, painting, design and sculpture; in art history we offer courses that span from prehistoric times to the present in both Western and non-western cultures and societies. Additional areas of expertise are in Ceramics, Art Education, Gallery Technology, Murals and Community Art, and Photography. This degree is for students wishing to pursue study in fields that demand knowledge in both history and practice, such as curatorial studies, museum studies, or education. Transfer students are urged to consult a counselor and Art faculty to learn more about admission requirements to four-year institutions. Upon completion of this degree, students will be prepared for pursuing a BA/BS in Art History. The specific goal of the Associate in Arts in Art History for Transfer program it to allow students a seamless transfer into a baccalaureate program in Art History at a California State University.

Requirements : (9 units): **Units:** 9

ART 3A	Drawing and Composition	3
ART 1A	Art History	3
ART 1B	Art History	3

LIST A (3 units) **Units:** 3

ART 21	Ancient Americas: A History through Art	3
OR		
HIST 21	Ancient Americas: A History through Art	3

LIST B (3 units) **Units:** 3

ART 2A	Two-Dimensional Design	3
ART 8A	Introduction to Photography	3
ART 10A	Cultural History of Ceramics	3
ART 12A	Sculpture	3
ART 13	Three-Dimensional Design	3
ART 34A	Life Drawing	3

LIST C - Any course from list B not already used. (3 units): **Units:** 3
{Courses from List B repeated below for convenience}

ART 2A	Two-Dimensional Design	3
ART 8A	Introduction to Photography	3
ART 10A	Cultural History of Ceramics	3
ART 12A	Sculpture	3
ART 13	Three-Dimensional Design	3
ART 34A	Life Drawing	3

Units Required for the Major: 18 **Units:**
Double Counted Units: **Units:**
General Education Requirements: CSU GE: 39; IGETC: 37 **Units:** 37-39
Electives needed to get to 60 Units: **Units:**
Total Units for the Degree: 60 Units **Units:**
Total: 55-57

ADT: Art = Studio Art AA-T - CSU Transfer

The Associate in Arts in Studio Arts degree provides students with a strong studio experience that integrates conceptual and technical artistic skills with personal and creative exploration. We offer exceptional studio art courses in the foundation areas of drawing, painting, design, sculpture and art history. Our additional areas of expertise are in Ceramics, Art Education, Gallery Technology, Murals and Community Art, and Photography. Upon completing the program, students will be prepared to continue a personal, creative journey or transfer to a four-year institution for further study. More specifically, this degree is intended for students transferring to a California State University program. Transfer students are urged to consult a counselor and Art faculty to learn more about admission requirements to four-year institutions.

REQUIRED (12 units): **Units:** 12

ART 2A	Two-Dimensional Design	3
ART 13	Three-Dimensional Design	3
ART 3A	Drawing and Composition	3
ART 1B	Art History	3

LIST A (3 units): **Units:** 3

ART 1A	Art History	3

LIST B (9 units): **Units:** 9

ART 15A	Beginning Painting: Form and Composition	3
ART 34A	Life Drawing	3
ART 10A	Cultural History of Ceramics	3
ART 12A	Sculpture	3
ART 8A	Introduction to Photography	3

REQUIREMENTS: **Units:** 0

Units Required for the Major: 24 **Units:**
Double Counted Units: CSU: 3; IGETC: 3 **Units:**
General Education Requirements: CSU GE: 39; IGETC: 37 **Units:** 37-39

Electives needed to get to 60 Units: CSU: 0; IGETC: 2 **Units:**
Total Units for the Degree: 60 Units **Units:**
Total: 61-63

Art: Studio Art AA

The Studio Art Program provides students with a strong studio experience that integrates conceptual and technical artistic skills with personal and creative exploration. We offer exceptional studio art courses in the foundation areas of drawing, painting, design, sculpture and art history. Our additional areas of expertise are in Ceramics, Art Education, Gallery Technology, Murals and Community Art, and Photography. Upon completing the program, students will be prepared to continue a personal, creative journey or transfer to a four-year institution for further study. Transfer students are urged to consult a counselor and Art faculty to learn more about admission requirements to four-year institutions.

Requirements: **Units:** 10

ART 2A	Two-Dimensional Design	3
ART 13	Three-Dimensional Design	3
ART 3A	Drawing and Composition	3
ART 79	Portfolio Development for Studio Art Majors	1

Art History **Units:** 3

ART 1A	Art History	3
ART 1B	Art History	3
ART 21	Ancient Americas: A History through Art	3
OR		
HIST 21	Ancient Americas: A History through Art	3

Drawing and Painting **Units:** 6

ART 1A	Art History	3
ART 3B	Drawing and Composition	3
ART 14A	Introduction to Murals	3
ART 15A	Beginning Painting: Form and Composition	3
ART 15B	Beginning Painting: Imagination and Expression	3
ART 34A	Life Drawing	3

Sculpture **Units:** 3

ART 10A	Cultural History of Ceramics	3
ART 12A	Sculpture	3
ART 12B	Sculpture	3

Plus completion of general education requirements **Units:** 0

Total: 22

Art: Studio Art = Expressive Arts Emphasis AA

The Studio Art Program provides students with a strong studio experience that integrates conceptual and technical artistic skills with personal and creative exploration. We offer exceptional studio art courses in the foundation areas of drawing, painting, design, sculpture and art history. Our additional areas of expertise are in Ceramics, Art Education, Gallery Technology, Murals and Community Art, and Photography. Upon completing the program, students will be prepared to continue a personal, creative journey or transfer to a four-year institution for further study. Transfer students are urged to consult a counselor and Art faculty to learn more about admission requirements to fouryear institutions.

Requirements: **Units:** 10

ART 2A	Two-Dimensional Design	3
ART 3A	Drawing and Composition	3
ART 79	Portfolio Development for Studio Art Majors	1
ART 13	Three-Dimensional Design	3

Art History **Units:** 3

ART 1A	Art History	3
ART 1B	Art History	3
ART 21	Ancient Americas: A History through Art	3
OR		
HIST 21	Ancient Americas: A History through Art	3

Two-Dimensional Art **Units:** 6

ART 3B	Drawing and Composition	3
ART 14A	Introduction to Murals	3
ART 15A	Beginning Painting: Form and Composition	3
ART 15B	Beginning Painting: Imagination and Expression	3
ART 34A	Life Drawing	3
ART 8A	Introduction to Photography	3

Three-Dimensional Art **Units:** 3

ART 7A	Beginning Ceramics	3
ART 10A	Cultural History of Ceramics	3
ART 12A	Sculpture	3

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 57-61

Liberal Arts: Expressive Arts Emphasis AA

The Expressive Arts Emphasis provides the knowledge base and experiences for students interested in the study of cultural and humanistic activities as experienced through the artistic expression of human beings.

REQUIREMENTS: **Units:** 18

ART 1A	Art History	3
ART 1B	Art History	3
ART 6	Art Appreciation	3
ART 21	Ancient Americas: A History through Art	3
OR		
HIST 21	Ancient Americas: A History through Art	3
MUS 1A	Music History and Literature	3
MUS 1B	Music History and Literature	3
THEA 1	Theatre History: Greece to Restoration	3
THEA 3	El Teatro Campesino	3
THEA 7	Theatre Appreciation	3
ART 2A	Two-Dimensional Design	3
ART 3A	Drawing and Composition	3
ART 3B	Drawing and Composition	3
ART 8A	Introduction to Photography	3
ART 10A	Cultural History of Ceramics	3
ART 12A	Sculpture	3
ART 12B	Sculpture	3
ART 13	Three-Dimensional Design	3
ART 14A	Introduction to Murals	3
ART 15A	Beginning Painting: Form and Composition	3
ART 15B	Beginning Painting: Imagination and Expression	3
ART 25A	Art Methods	3
OR		
CD 25A	Art Methods	3
ART 25B	Art Methods	3
OR		
CD 25B	Art Methods	3
ART 34A	Life Drawing	3
ART 34B	Life Drawing	3
DM 74	Advanced PhotoShop	3
OR		
CSIS 74	Advanced PhotoShop	3
DM 76	Digital Illustration	3
OR		
CSIS 76	Digital Illustration	3
DM 77	Introduction to Digital Media and Its Tools	3
OR		
CSIS 77	Introduction to Digital Media and Its Tools	3
DM 80	Digital Photography	3
OR		
CSIS 80	Digital Photography	3
DM 85	Web Development and Design	3
OR		
CSIS 85	Web Development and Design	3

DM 110	Interactive Animation: Flash	3
OR		
CSIS 110	Interactive Animation: Flash	3
DM 114	Digital Media Production	2
OR		
CSIS 114	Digital Media Production	2
DM 117	Visual Effects-Motion Graphics	3
OR		
CSIS 117	Visual Effects-Motion Graphics	3
THEA 17B	Television and Video Workshop	3
OR		
MCTV 17B	Television and Video Workshop	3
MUS 4A	Beginning Piano	3
MUS 4B	Beginning Piano	2
MUS 5A	Intermediate Piano	2
MUS 5B	Intermediate Piano	2
MUS 5C	Advanced Piano	2
MUS 5D	Advanced Piano	2
MUS 8A	Beginning Voice	2
MUS 8B	Beginning Voice	2
MUS 8C	Intermediate Voice	2
MUS 8D	Intermediate Voice	2
MUS 9A	Guitar	2
MUS 9B	Guitar	2
MUS 12	Vocal Ensemble	1-4
MCTV 17A	Television and Video Workshop	3
OR		
THEA 17A	Television and Video Workshop	3
THEA 19	Acting and Voice for TV/Film/Media	3
OR		
MCTV 19	Acting and Voice for TV, Film and Media	3
THEA 2A	Children's Theatre Repertory	3
THEA 2B	Children's Theatre Repertory	3
THEA 12A	Acting I	3
THEA 12B	Acting II	3
THEA 13A	Actor's Workshop	1-3
THEA 13B	Actor's Workshop	1-3
THEA 13C	Actor's Workshop	1-3
THEA 13C	Actor's Workshop	1-3
THEA 21	Mexican Dance and Folklore	1-2
ART 11	Creativity, Imagination and Innovation	3

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 53-57

Courses

ART 1A—Art History (3.0)
3.0 Lecture. 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. (Standard Letter Grade.) Effective: Fall 2016.

ART 1B—Art History (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. The history of western painting, sculpture, architecture and minor arts from the Early Renaissance to the present. (C-ID: ARTH 120) ADVISORY: English 1A (Standard Letter Grade.) Effective: Fall 2014 to Fall 2020.

ART 1B—Art History (3.0)
3.0 Lecture. The history of western painting, sculpture, architecture and minor arts from the Early Renaissance to the present. (C-ID: ARTH 120) ADVISORY: English 1A (Standard Letter Grade.) Effective: Fall 2020.

ART 2A—Two-Dimensional Design (3.0) A new version of this course will be effective Spring 2021
2.0 Lecture, 4.0 Lab. An introduction to the basic elements and principles of two-dimensional design. Lettering and graphics applications of design are included. Traditional and experimental materials and techniques are applied to a variety of individual projects and exercises. (C-ID: ARTS 100) (Standard Letter Grade.) Effective: Spring 2018 to Spring 2021.

ART 2A—Two-Dimensional Design (3.0)
2.0 Lecture, 4.0 Lab. An introduction to the basic elements and principles of two-dimensional design. Lettering and graphics applications of design are included. Traditional and experimental materials and techniques are applied to a variety of individual projects and exercises. (C-ID: ARTS 100) (Standard Letter Grade.) Effective: Spring 2021.

ART 3A—Drawing and Composition (3.0)
2.0 Lecture, 4.0 Lab. A course that can teach you how to draw. Students learn basic drawing skills through the exploration of a variety of drawing materials such as pencil, inks, charcoal and pastels; processes include doodling, gesture and schematic drawing. (C-ID ARTS 110) (Standard Letter Grade.) Effective: Spring 2019.

ART 3B—Drawing and Composition (3.0)
2.0 Lecture, 4.0 Lab. Drawing in pencil, ink, pastels and variety of experimental materials and processes. Cultural awareness and historical foundations are integrated with classroom explorations of expressive drawing. Students develop a variety of drawing approaches and a greater understanding of personal expression. This course has the option of a letter grade or pass/no pass. (C-ID: ARTS 205) ADVISORY: Art 2A or 3A. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019.

ART 4—History of Photography (3.0)
3.0 Lecture. A comprehensive multicultural survey of the history of photography from its invention to the present which includes a critical examination of its relationship to the fine arts as well as its social impact. Course content will explore analog and digital photography, photographic impact on social change and identity, visual concepts, photographic inventions and artworks, photographic mediums and processes, and photographic tools and equipment. (Standard Letter Grade.) Effective: Fall 2018.

ART 6—Art Appreciation (3.0) A new version of this course will be effective Summer 2020

3.0 Lecture. An illustrated lecture course that surveys and introduces the visual arts from historical to contemporary times, and teaches students the basic concepts of seeing and appreciating art. ADVISORY: English 250 and English 260. (Standard Letter Grade.) Effective: Fall 2018 to Summer 2020.

ART 6—Art Appreciation (3.0)
3.0 Lecture. An illustrated lecture course that surveys and introduces the visual arts from historical to contemporary times, and teaches students the basic concepts of seeing and appreciating art. ADVISORY: English 250 and English 260. (Standard Letter Grade.) Effective: Summer 2020.

ART 7A—Beginning Ceramics (3.0)
2.0 Lecture, 4.0 Lab. This course is intended for students who have little or no experience in the field of ceramics. The curriculum introduces basic skills in a well-rounded approach. Forming techniques include pinch, coil and slab hand building along with beginning wheel work. Slips, underglazes, stains, and glazing will be introduced as surface treatments. Safe studio protocols will be taught and followed. Use of the internet and library resources are required. Portfolio development and personal assessment are introduced. (Standard Letter Grade.) Effective: Fall 2013.

ART 7B—Intermediate Ceramics (3.0) A new version of this course will be effective Spring 2020
2.0 Lecture, 4.0 Lab. This course is intended for students who have completed ART 7A, Beginning Ceramics. The curriculum presents more advanced skills and broader application of knowledge initiated in 7A. New skills and activities required in 7B include slip mixing and testing, more advanced wheel and sculptural work, facility with various surface treatment techniques, alternative firing, and loading and unloading kilns with minimal supervision. Students will be required to display work at a venue on Gavilan's campus. Additionally, students will be required to choose a studio maintenance task and perform it throughout the entire semester. Use of internet, classroom, and ceramics office library resources are required. Portfolio development and self-assessment will be included. PREREQUISITE: ART 7A, Beginning Ceramics. (Standard Letter Grade.) Effective: Summer 2015 to Spring 2020.

ART 7B—Intermediate Ceramics (3.0)
2.0 Lecture, 4.0 Lab. This course is intended for students who have completed ART 7A, Beginning Ceramics. The curriculum presents more advanced skills and broader application of knowledge initiated in 7A. New skills and activities required in 7B include slip mixing and testing, more advanced wheel and sculptural work, facility with various surface treatment techniques, alternative firing, and loading and unloading kilns with minimal supervision. Students will be required to display work at a venue on Gavilan's campus. Additionally, students will be required to choose a studio maintenance task and perform it throughout the entire semester. Use of internet, classroom, and ceramics office library resources are required. Portfolio development and self-assessment will be included. PREREQUISITE: ART 7A, Beginning Ceramics. (Standard Letter Grade.) Effective: Spring 2020.

ART 7C—Advanced Ceramics (3.0) A new version of this course will be effective Spring 2020
2.0 Lecture, 4.0 Lab. This course is a continuation of the ceramics offerings, 7A and 7B. The curriculum demands a high level of skills and artistic thinking to develop a contemporary, personal statement in the ceramic medium. Students will draw from a wide variety of choices for firing and finishing their works, including raku and maiolica. They will utilize mixed media and advanced technology to develop their works. They will formulate, mix and test glazes and will be expected to tutor and mentor each other in studio maintenance tasks and practices. They will also exhibit their work on campus, develop an artistic statement and bio, and submit work for display on the Gavilan College website. Digital portfolios will be created, and in depth critiques will be utilized for self-evaluation. Use of the internet, classroom, and ceramics office library resources. are required. PREREQUISITE: ART 7B, Intermediate Ceramics. (Standard Letter Grade.) Effective: Fall 2014 to Spring 2020.

ART 7C—Advanced Ceramics (3.0)
2.0 Lecture, 4.0 Lab. This course is a continuation of the ceramics offerings, 7A and 7B. The curriculum demands a high level of skills and artistic thinking to develop a contemporary, personal statement in the ceramic medium. Students will draw from a wide variety of choices for firing and finishing their works, including raku and maiolica. They will utilize mixed media and advanced technology to develop their works. They will formulate, mix and test glazes and will be expected to tutor and mentor each other in studio maintenance tasks and practices. They will also exhibit their work on campus, develop an artistic statement and bio, and submit work for display on the Gavilan College website. Digital portfolios will be created, and in depth critiques will be utilized for self-evaluation. Use of the internet, classroom, and ceramics office library resources. are required. PREREQUISITE: ART 7B, Intermediate Ceramics. (Standard Letter Grade.) Effective: Spring 2020.

ART 8A—Introduction to Photography (3.0) A new version of this course will be effective Spring 2021
2.0 Lecture, 4.0 Lab. Introduction to the processes, principles, and tools of photography. Topics include the development of technical and aesthetic skills, elements of design and composition, camera technology, materials and equipment, and contemporary trends in photography. (Standard Letter Grade.) Effective: Fall 2018 to Spring 2021.

ART 8A—Introduction to Photography (3.0)
2.0 Lecture, 4.0 Lab. Introduction to the processes, principles, and tools of photography. Topics include the development of technical and aesthetic skills, elements of design and composition, camera technology, materials and equipment, and contemporary trends in photography. (Standard Letter Grade.) Effective: Spring 2021.

ART 10A—Cultural History of Ceramics (3.0) A new version of this course will be effective Spring 2021
2.0 Lecture, 4.0 Lab. 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. (Standard Letter Grade.) Effective: Fall 2013 to Spring 2021.

ART 10A—Cultural History of Ceramics (3.0)
2.0 Lecture, 4.0 Lab. 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. (Standard Letter Grade.) Effective: Spring 2021.

ART 11—Creativity, Imagination and Innovation (3.0)
3.0 Lecture. 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. (Standard Letter Grade.) Effective: Spring 2019.

ART 12A—Sculpture (3.0) A new version of this course will be effective Spring 2020
2.0 Lecture, 4.0 Lab. An introduction to expressive and technical sculptural processes of selected media such as clay, plaster and wood. This course has the option of a letter grade or pass no pass. PREREQUISITE: ART 13, Three-Dimensional Design (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2014 to Spring 2020.

ART 12A—Sculpture (3.0) A new version of this course will be effective Spring 2021
2.0 Lecture, 4.0 Lab. An introduction to expressive and technical sculptural processes of selected media such as clay, plaster and wood. This course has the option of a letter grade or pass no pass.

PREREQUISITE: ART 13, Three-Dimensional Designall (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2020 to Spring 2021.

ART 12A—Sculpture (3.0)
2.0 Lecture, 4.0 Lab. An introduction to expressive and technical sculptural processes of selected media such as clay, plaster and wood. This course has the option of a letter grade or pass no pass. PREREQUISITE: ART 13, Three-Dimensional Designall (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

ART 12B—Sculpture (3.0) A new version of this course will be effective Spring 2020
2.0 Lecture, 4.0 Lab. Continued sculptural development of form and technique using a variety of selected media such as welded and cast metal, ceramics and wood. This course has the option of a letter grade or pass/no pass. PREREQUISITE: ART 13, Three-Dimensional Design (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2015 to Spring 2020.

ART 12B—Sculpture (3.0) A new version of this course will be effective Spring 2021
2.0 Lecture, 4.0 Lab. Continued sculptural development of form and technique using a variety of selected media such as welded and cast metal, ceramics and wood. This course has the option of a letter grade or pass/no pass. PREREQUISITE: ART 13, Three-Dimensional Design (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2020 to Spring 2021.

ART 12B—Sculpture (3.0)
2.0 Lecture, 4.0 Lab. Continued sculptural development of form and technique using a variety of selected media such as welded and cast metal, ceramics and wood. This course has the option of a letter grade or pass/no pass. PREREQUISITE: ART 13, Three-Dimensional Design (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

ART 12C—Advanced Sculpture (3.0) A new version of this course will be effective Spring 2020
2.0 Lecture, 4.0 Lab. An advanced sculpture studio course. This course focuses on the preparation of sculpture that is exhibit ready and the introduction of digital techniques in sculpture. The course includes work with wood and metal fabrication, metal casting, flexible molds, polishing, patinas, display stands and bases. This course has the option of a letter grade or pass/no pass. PREREQUISITE: ART 13, Three-Dimensional Design, and ART 12A or ART 12B (Sculpture A or B) (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2014 to Spring 2020.

ART 12C—Advanced Sculpture (3.0)
2.0 Lecture, 4.0 Lab. An advanced sculpture studio course. This course focuses on the preparation of sculpture that is exhibit ready and the introduction of digital techniques in sculpture. The course includes work with wood and metal fabrication, metal casting, flexible molds, polishing, patinas, display stands and bases. This course has the option of a letter grade or pass/no pass. PREREQUISITE: ART 13, Three-Dimensional Design, and ART 12A or ART 12B (Sculpture A or B) (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2020.

ART 13—Three-Dimensional Design (3.0) A new version of this course will be effective Spring 2021
2.0 Lecture, 4.0 Lab. A fundamental course focused on the conceptual, technical and historical aspects of three dimensional design and related fields such as: sculpture, architecture and industrial design. Development of personal artistic expression and visual perception through the use of various 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. (C-ID: ARTS 101) ADVISORY: English 250 and English 260. (Standard Letter Grade.) Effective: Fall 2012 to Spring 2021.

ART 13—Three-Dimensional Design (3.0)
2.0 Lecture, 4.0 Lab. A fundamental course focused on the conceptual, technical and historical aspects of three dimensional design and related fields such as: sculpture, architecture and

industrial design. Development of personal artistic expression and visual perception through the use of various 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. (C-ID: ARTS 101) ADVISORY: English 250 and English 260. (Standard Letter Grade.) Effective: Spring 2021.

ART 14A—Introduction to Murals (3.0)
2.0 Lecture, 4.0 Lab. Studio practice in the design, methods and materials of mural painting through the production of individual and collaborative murals. The course will also provide a historical survey of mural painting, from pre-historic cave painting to contemporary urban murals, with particular focus on the muralists of Mexico. This course has the option of a letter grade or pass/no pass. This course was previously listed as ART 14. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2015.

ART 14B—Murals: Organization and Planning (3.0)
2.0 Lecture, 4.0 Lab. This course is intended for students that have completed ART 14, Introduction to Murals. The course builds on the skills and knowledge learned in that course in teaching students how to create and organize a community-based mural project. New elements learned in this course are: creating Memorandum of Understanding (MOU), building a mural project budget that includes supplies, director stipends, mural maintenance and conceptual design fees. Students will also learn how to facilitate small-group mural workshops within a community. PREREQUISITE: ART 14A (Standard Letter Grade.) Effective: Fall 2013.

ART 14C—Murals: Direction and Facilitation (3.0)
2.0 Lecture, 4.0 Lab. This course is intended for students that have completed ART 14B, Murals: Organization and Planning. The course builds on the skills and knowledge learned in that course in teaching students how to direct and facilitate a community-based mural project. New elements learned in this course are: creating a timeline for mural projects, working directly with a community to create a mural, organizing and facilitating mural workshops for the community, organizing and facilitating a mural unveiling for a community and applying a protective surface for the mural created. PREREQUISITE: ART 14B (Standard Letter Grade.) Effective: Fall 2013.

ART 15A—Beginning Painting: Form and Composition (3.0) A new version of this course will be effective Spring 2021
2.0 Lecture, 4.0 Lab. 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. This course has the option of a letter grade or pass/no pass. (C-ID: ARTS 210) ADVISORY: Art 2A or 3A, or portfolio review of student's work. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2016 to Spring 2021.

ART 15A—Beginning Painting: Form and Composition (3.0)
2.0 Lecture, 4.0 Lab. 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. This course has the option of a letter grade or pass/no pass. (C-ID: ARTS 210) ADVISORY: Art 2A or 3A, or portfolio review of student's work. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

ART 15B—Beginning Painting: Imagination and Expression (3.0) A new version of this course will be effective Spring 2021
2.0 Lecture, 4.0 Lab. 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. This course has the option of a letter grade or pass/no pass. ADVISORY: Art 2A or Art 3A or Portfolio Review (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2016 to Spring 2021.

ART 15B—Beginning Painting: Imagination and Expression (3.0)
2.0 Lecture, 4.0 Lab. 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. This course has the option of a letter grade or pass/no pass. ADVISORY: ART 15A. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

ART 21—Ancient Americas: A History through Art (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. A critical survey of history through the arts of pre-Columbian natives of North, Central and South America. The course will cover major societies and events from the appearance of major civilizations through the initial colonization efforts of European nations. Due to the distinct history of the Americas, this course uses the arts - architecture, sculpture, ceramics and painting, among others - of ancient societies as a primary source material. This course has the option of a letter grade or pass/no pass. This course is also listed as HIST 21. (C-ID: ARTH 145) ADVISORY: Eligible for English 250. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2013 to Spring 2021.

ART 21—Ancient Americas: A History through Art (3.0)
3.0 Lecture. A critical survey of history through the arts of pre-Columbian natives of North, Central and South America. The course will cover major societies and events from the appearance of major civilizations through the initial colonization efforts of European nations. Due to the distinct history of the Americas, this course uses the arts - architecture, sculpture, ceramics and painting, among others - of ancient societies as a primary source material. This course has the option of a letter grade or pass/no pass. This course is also listed as HIST 21. (C-ID: ARTH 145) ADVISORY: Eligible for English 250. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

ART 22—Field Work and Service (0.5-1.0)
1.5-3.0 TBA. 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. (Pass/No Pass.) Effective: Spring 2011.

ART 23—Independent Study (1.0-2.0)
3.0-6.0 TBA. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2011.

ART 25A—Art Methods (3.0) A new version of this course will be effective Spring 2021
2.0 Lecture, 4.0 Lab. 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. (Standard Letter Grade.) Effective: Fall 2016 to Spring 2021.

ART 25A—Art Methods (3.0)
2.0 Lecture, 4.0 Lab. 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. (Standard Letter Grade.) Effective: Spring 2021.

ART 25B—Art Methods (3.0) A new version of this course will be effective Spring 2021

2.0 Lecture, 4.0 Lab. Art methods, creativity and learning theory for those planning to work with preschool, elementary, and secondary school students. Includes art therapy as well as gifted and special learner projects. Three dimensional work in sculpture, bas relief, mobiles, paper mache', plaster, and various 3-D materials. Also listed as CD 25B. (Standard Letter Grade.) Effective: Fall 2016 to Spring 2021.

ART 25B—Art Methods (3.0)
2.0 Lecture, 4.0 Lab. Art methods, creativity and learning theory for those planning to work with preschool, elementary, and secondary school students. Includes art therapy as well as gifted and special learner projects. Three dimensional work in sculpture, bas relief, mobiles, paper mache', plaster, and various 3-D materials. Also listed as CD 25B. (Standard Letter Grade.) Effective: Spring 2021.

ART 34A—Life Drawing (3.0)
2.0 Lecture, 4.0 Lab. Fundamentals of anatomy and representation of the human figure. Drawing from life. This course has the option of a letter grade or pass/no pass. (C-ID: ARTS 200) ADVISORY: Art 3A or review of student's portfolio. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2016.

ART 34B—Life Drawing (3.0)
2.0 Lecture, 4.0 Lab. Further studies of the fundamentals of anatomy and representation of the human figure. Emphasis is placed on personal expression; abstract and experimental processes. This course has the option of a letter grade or pass/no pass. ADVISORY: Art 34A or review of student's portfolio. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2016.

ART 41—Gallery Assistance (1.0-4.0)
3.0-12.0 Lab. Individualized course in art gallery exhibition techniques and procedures. Students assist in design, installation, publicity, cataloguing and removal of exhibitions in the college gallery. (Standard Letter Grade.) Effective: Fall 2018.

ART 79—Portfolio Development for Studio Art Majors (1.0)
1.0 Lecture. This Portfolio Development course is intended for Studio Art majors. Focus will be placed on the planning and production of personal portfolios and self-promotion materials including cover letters and resumes. Particular emphasis will be placed on self-promotion for jobs, self-employment, or advanced education in the Studio Art field. Students will leave the class with one or more portfolios representing their work. This course has the option of a letter grade or pass/no pass. No college credit for those who have passed DM 79 or CSIS 79. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2018.

ART 98—Special Topics (0.5-3.0) This course will be discontinued effective Spring 2021
0.5-3.0 Lecture. Special topics courses examine current problems or issues of interest to students within a specific discipline area. For topic content information, consult with the appropriate department chairperson. For transfer status, check with a counselor. This course may have the option of a letter grade or pass/no pass. (Option of a standard letter grade or Pass/no pass.) Effective: Summer 2011 to Spring 2021.

ART 190—Occupational Work Experience/Commercial Art (1.0-4.0)
3.3-16.7 Lab. 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. Student repetition is allowed per Title 5 Section 55253. Minimum 2.00 GPA. REQUIRED: Declared vocational major. (Pass/No Pass.) Effective: Fall 2016.

Aviation Maintenance Technology

Aviation Maintenance Technology



Aviation Maintenance: Airframe CA

Students receiving the certificate will have job entry skills for the following occupations: Aviation mechanic; aircraft serviceperson; repair or sales of aircraft accessories; airframe specialist. The skills learned in the program also prepare graduates for employment in fields such as aircraft manufacturing, electronics, hydraulics, welding, sheet metal, electrical systems, pneumatics, fuel systems, automotive repair, civil and military defense. This certificate is designed to prepare students to qualify for the airframe certificate issued by the Federal Aviation Administration. These courses include the following subjects: sheet metal structures, wood and fabric structures, aircraft airframe inspection, assembly and rigging, hydraulic and pneumatic systems, aircraft electrical systems, cabin atmosphere controls, fuel systems, ice and rain systems, fire protection systems, instrument systems, position and warning systems, landing gear systems, and navigation and communication systems. All individuals will have to complete the General Aircraft Maintenance requirements in order to receive the FAA Aircraft Airframe Certificate of completion.

Requirements: **Units:** 45

AMT 100	General Aircraft Technology	9
AMT 101	General Aircraft Technology	9
AMT 110	Airframe Maintenance Technology	13.5
AMT 111	Airframe Structures	13.5

Recommended Electives: **Units:** 0

AMT 190	Occupational Work Experience/Aviation	1-4

Total: 45

Aviation: Drone/Unmanned Aircraft (UAS) Tech AS

This degree is designed to prepare students to enter the Drone/Unmanned Aircraft Systems Technology field. Students receiving the degree will have the skills to manage and plan flight operations, collect and process imagery data for analysis, and are prepared to take the Part 107 FAA Exam. These skills will provide them with career opportunities in: aerial videography and

photography, agricultural and natural resources management, public safety, news reporting, package delivery, and many other industries.

PROGRAM REQUIREMENTS: (18 UNITS TOTAL) **Units:**

REQUIRED COURSES (15 Units): **Units:** 15

AMT 225	Introduction to Drones	3
AMT 226	Drone Flight Operations and Pilot Certification	3
AMT 227	Drone Aerial Photography and Videography	3
AMT 228	Drone Maintenance Technician	3
AMT 232	Drones in Business and Industry	3

CHOOSE ONE (3 Units): **Units:** 3

AMT 229	Advanced Drone Aerial Photography and Cinematography	3
OR		
AMT 230	Data Acquisition, Mapping, and Surveys With Drones	3
OR		
AMT 233	Drones in Agriculture	3

General Education Requirements: (35 - 39 Units) **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 53-57

Aviation: Drone/Unmanned Aircraft (UAS) Tech CA

This certificate is designed to prepare students to enter the Drone/Unmanned Aircraft Systems Technology field. Students receiving the certificate will have the skills to manage and plan flight operations, collect and process imagery data for analysis, and are prepared to take the Part 107 FAA Exam. These skills will provide them with career opportunities in: aerial videography and photography, agricultural and natural resources management, public safety, news reporting, package delivery, and many other industries.

PROGRAM REQUIREMENTS: (18 UNITS) **Units:** 18

AMT 225	Introduction to Drones	3
AMT 226	Drone Flight Operations and Pilot Certification	3
AMT 227	Drone Aerial Photography and Videography	3
AMT 228	Drone Maintenance Technician	3
AMT 229	Advanced Drone Aerial Photography and Cinematography	3
AMT 232	Drones in Business and Industry	3

Total: 18

Aviation Maintenance: Powerplant CA

Students receiving the certificate will have job entry skills for the following occupations: Aviation mechanic; aircraft serviceperson; repair or sales of aircraft accessories; powerplant specialist. The skills learned in the program also prepare graduates for employment in fields such as aircraft manufacturing, electronics, hydraulics, welding, sheet metal, electrical systems, pneumatics, fuel systems, automotive repair, civil and military defense. This certificate is designed to prepare students to qualify for the Powerplant certificate issued by the Federal Aviation Administration. These courses include the following subjects: reciprocating engines, turbines, lubrication systems, engine fuel systems, fuel metering systems, induction systems, ignition systems, engine electrical systems, engine cooling systems, engine exhaust system, engine instrument systems, engine control systems, engine fire protection systems and propellers. Students will have the opportunity to test run the engine that they repair. Students that complete this program may apply immediately to take the exams needed to obtain FAA Powerplant mechanic certificate.

Requirements: **Units:** 45

AMT 100	General Aircraft Technology	9
AMT 101	General Aircraft Technology	9
AMT 120	Aviation Powerplant Technology	13.5
AMT 121	Aviation Powerplant Systems Technology	13.5

Recommended Electives: **Units:** 0

AMT 190	Occupational Work Experience/Aviation	1-4

Total: 45

Aviation Maintenance Technology AS

Students will have job entry skills for the following occupations: aviation mechanic, aircraft service person, repair or sales of aircraft accessories, airframe specialist. Courses in the Aviation Technology Department are currently offered only during the day. Students who have completed all of the AMT coursework will have satisfied Area B-1 of the general education requirements for the associate degree using the Gavilan College General Education pattern.

Requirements: **Units:** 72

AMT 100	General Aircraft Technology	9
AMT 101	General Aircraft Technology	9
AMT 110	Airframe Maintenance Technology	13.5
AMT 111	Airframe Structures	13.5
AMT 120	Aviation Powerplant Technology	13.5
AMT 121	Aviation Powerplant Systems Technology	13.5

Recommended Electives: **Units:** 0

CSIS 1	Computer Literacy - Office Applications	2

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 107-111

Aviation Maintenance Technology CA

Students will have job entry skills for the following occupations: aviation mechanic, aircraft serviceperson, repair or sales of aircraft accessories, airframe specialist. Courses in the Aviation Technology Department are currently offered only during the day.

Requirements: **Units:** 72

AMT 100	General Aircraft Technology	9
AMT 101	General Aircraft Technology	9
AMT 110	Airframe Maintenance Technology	13.5
AMT 111	Airframe Structures	13.5
AMT 120	Aviation Powerplant Technology	13.5
AMT 121	Aviation Powerplant Systems Technology	13.5

Recommended Electives: **Units:** 0

CSIS 1	Computer Literacy - Office Applications	2

Total: 72

Courses

AMT 100—General Aircraft Technology (9.0)
7.5 Lecture, 5.0 Lab. This course is an FAA Part 147 course designed to prepare the student for their FAA Airframe and Powerplant (A and P) certificate. The course will provide the student with a thorough understanding of the use of basic hand tools and measuring devices; basic physics and math; aircraft materials, processes and hardware, procedures for clean and corrosion control; weight and balance techniques; and human factors. Both theory and practical application to aircraft systems are taught. Approval from a Gavilan College counselor must be obtained before registering for this class. COREQUISITE: AMT 110, Airframe Maintenance Technology. ADVISORY: Mathematics 430. (Standard Letter Grade.) Effective: Fall 2019.

AMT 101—General Aircraft Technology (9.0) **A new version of this course will be effective Spring 2021**

7.5 Lecture, 5.0 Lab. This course is an FAA Part 147 course designed to prepare the student for their FAA Airframe and Powerplant (A and P) certificate. This course will provide the student with a thorough understanding of the use of maintenance publications, maintenance forms and records with emphasis on A and P mechanic privileges and limitations. Basic electricity for aircraft from Ohm's Law through transistor theory will be taught as well as ground operation and servicing of aircraft. Both theory and practical application to aircraft are taught. Approval from a Gavilan College counselor must be obtained before registering for this class. COREQUISITE: AMT 111, Airframe Structures. ADVISORY: Mathematics 430. (Standard Letter Grade.) Effective: Spring 2018 to Spring 2021.

AMT 101—General Aircraft Technology (9.0)
7.5 Lecture, 5.0 Lab. This course is an FAA Part 147 course designed to prepare the student for their FAA Airframe and Powerplant (A and P) certificate. This course will provide the student with a thorough understanding of the use of maintenance publications, maintenance forms and records with emphasis on A and P mechanic privileges and limitations. Basic electricity for aircraft from Ohm's Law through transistor theory will be taught as well as ground operation and servicing of aircraft. Both theory and practical application to aircraft are taught. Approval from a Gavilan College counselor must be obtained before registering for this class. COREQUISITE: AMT 111, Airframe Structures. ADVISORY: Mathematics 430. (Standard Letter Grade.) Effective: Spring 2021.

AMT 110—Airframe Maintenance Technology (13.5) A new version of this course will be effective Fall 2020
9.0 Lecture, 13.5 Lab. This course is an FAA Part 147 course designed to prepare the student for their FAA Airframe certificate. The course will provide the student with a thorough understanding of airframe structures; metal structural repair; aircraft welding; aircraft instruments; communications and navigation systems; fuel systems; and cabin environmental systems. Both theory and practical application to aircraft systems is taught. COREQUISITE: AMT 100, General Aircraft Technology. ADVISORY: Mathematics 430 (Standard Letter Grade.) Effective: Fall 2017 to Fall 2020.

AMT 110—Airframe Maintenance Technology (13.5)
9.0 Lecture, 13.5 Lab. This course is an FAA Part 147 course designed to prepare the student for their FAA Airframe certificate. The course will provide the student with a thorough understanding of airframe structures; metal structural repair; aircraft welding; aircraft instruments; communications and navigation systems; fuel systems; and cabin environmental systems. Both theory and practical application to aircraft systems is taught. COREQUISITE: AMT 100, General Aircraft Technology. ADVISORY: Mathematics 430 or math skills equivalent to elementary algebra. (Standard Letter Grade.) Effective: Fall 2020.

AMT 111—Airframe Structures (13.5) A new version of this course will be effective Spring 2021
9.0 Lecture, 13.5 Lab. This course is an FAA Part 147 course designed to prepare the student for their FAA Airframe certificate. The course will provide the student with a thorough understanding of nonmetallic aircraft structures including wood, fabric, composite structures. Also the study of hydraulic and pneumatic power systems; landing gear systems; electrical systems; and assembly and rigging. Both theory and practical application to aircraft systems is taught. COREQUISITE: AMT 101, General Aircraft Technology. ADVISORY: Mathematics 430. (Standard Letter Grade.) Effective: Spring 2019 to Spring 2021.

AMT 111—Airframe Structures (13.5)
9.0 Lecture, 13.5 Lab. This course is an FAA Part 147 course designed to prepare the student for their FAA Airframe certificate. The course will provide the student with a thorough understanding of nonmetallic aircraft structures including wood, fabric, composite structures. Also the study of hydraulic and pneumatic power systems; landing gear systems; electrical systems; and assembly and rigging. Both theory and practical application to aircraft systems is taught. COREQUISITE: AMT 101, General Aircraft Technology. ADVISORY: Mathematics 430 or math skills equivalent to elementary algebra. (Standard Letter Grade.) Effective: Spring 2021.

AMT 120—Aviation Powerplant Technology (13.5) A new version of this course will be effective Spring 2021
9.0 Lecture, 13.5 Lab. This course is part of the curriculum required by the Federal Aviation Administration to obtain certification as an aircraft powerplant maintenance technician. This certificate allows the rated technician to perform maintenance, preventive maintenance repairs and alterations to USA FAA certificated aircraft powerplants. This Section covers the theory and practical application of operation, overhaul practices, inspection, installation, testing and troubleshooting techniques covering the subject areas of reciprocating and turbine engines, ignition, induction, supercharging, cooling and exhaust systems. PREREQUISITE: Successful completion of AMT 100 and AMT 101. Basic hand tools required. Details at the first class meeting. (Standard Letter Grade.) Effective: Fall 2017 to Spring 2021.

AMT 120—Aviation Powerplant Technology (13.5)
9.0 Lecture, 13.5 Lab. This course is part of the curriculum required by the Federal Aviation Administration to obtain certification as an aircraft powerplant maintenance technician. This certificate allows the rated technician to perform maintenance, preventive maintenance repairs and alterations to USA FAA certificated aircraft powerplants. This Section covers the theory and practical application of operation, overhaul practices, inspection, installation, testing and troubleshooting techniques covering the subject areas of reciprocating and turbine engines, ignition, induction, supercharging, cooling and exhaust systems. PREREQUISITE: Successful completion of AMT 100 and AMT 101. Basic hand tools required. Details at the first class meeting. (Standard Letter Grade.) Effective: Spring 2021.

AMT 121—Aviation Powerplant Systems Technology (13.5) A new version of this course will be effective Spring 2021
9.0 Lecture, 13.5 Lab. This course is part of the curriculum required by the Federal Aviation Administration to obtain certification as an aircraft powerplant maintenance technician. This certificate allows the rated technician to perform maintenance, preventive maintenance repairs and alterations to USA FAA certified aircraft powerplants. This section covers theory of operation, maintenance, repair, and troubleshooting procedures of powerplant systems and their relationship to the total powerplant installation package. To include lubrication, electrical systems, instrument systems, fuel metering, fire protection, starting systems, powerplant control systems, and the aerodynamics, theory and maintenance of propellers and their control systems. PREREQUISITE: Successful completion of AMT 100 and 101. Basic hand tools required. Details at the first class meeting. (Standard Letter Grade.) Effective: Spring 2018 to Spring 2021.

AMT 121—Aviation Powerplant Systems Technology (13.5)
9.0 Lecture, 13.5 Lab. This course is part of the curriculum required by the Federal Aviation Administration to obtain certification as an aircraft powerplant maintenance technician. This certificate allows the rated technician to perform maintenance, preventive maintenance repairs and alterations to USA FAA certified aircraft powerplants. This section covers theory of operation, maintenance, repair, and troubleshooting procedures of powerplant systems and their relationship to the total powerplant installation package. To include lubrication, electrical systems, instrument systems, fuel metering, fire protection, starting systems, powerplant control systems, and the aerodynamics, theory and maintenance of propellers and their control systems. PREREQUISITE: Successful completion of AMT 100 and 101. Basic hand tools required. Details at the first class meeting. (Standard Letter Grade.) Effective: Spring 2021.

AMT 123—Independent Study (1.0-2.0)
1.0-99.0 TBA. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2010.

AMT 190—Occupational Work Experience/Aviation (1.0-4.0)

3.3-16.7 Lab. 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. Student repetition is allowed per Title 5 Section 55253. Minimum 2.00 GPA. REQUIRED: Declared vocational major. (Pass/No Pass.) Effective: Fall 2016.

AMT 226—Drone Flight Operations and Pilot Certification (3.0)
2.0 Lecture, 3.0 Lab. This course will instruct students in the basic flight operations for both fixed wing and rotor wing drone aircraft, as well as prepare them to take the FAA pilot certification exam. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2019.

AMT 227—Drone Aerial Photography and Videography (3.0)
2.0 Lecture, 3.0 Lab. This course is designed to provide the student with the skills which will allow them to capture and analyze photos and videos from drones. Emphasis is placed on cameras and image software available, applications, and techniques for analyzing imagery. PREREQUISITE: AMT 225 (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2018.

AMT 229—Advanced Drone Aerial Photography and Cinematography (3.0)
2.0 Lecture, 3.0 Lab. This course is designed to teach a variety of skills in aerial photography and cinematography with drones, including: cinematic techniques during flight, video production techniques, 3D mapping, photographic techniques, panorama, video editing, and photo editing. Students will use software such as the DJI Go App, Adobe Photoshop CC, Adobe Premiere CC, Adobe Lightroom, and Pix4D Mapper Pro to create original content that showcases a variety of professional aerial projects. PREREQUISITES: AMT 225 and AMT 227. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2018.

AMT 230—Data Acquisition, Mapping, and Surveys With Drones (3.0)
2.0 Lecture, 3.0 Lab. This class covers drone technology data acquisition and analysis. Several different sensors and data analysis programs will be explored. PREREQUISITES: AMT 225 and AMT 227. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2018.

AMT 232—Drones in Business and Industry (3.0)
3.0 Lecture. This course will provide individuals with information on how to start a drone business as well as the types of business and industry opportunities that are available with drones. The ethical implications of drone use will also be discussed. This class is designed for those entrepreneurs looking to start their own drone business. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2019.

AMT 233—Drones in Agriculture (3.0)
3.0 Lecture. This course will provide individuals with information about the use of drones in agriculture. With so many farming operations and large entities involved with food getting into the use of drones, there are many applications and uses for drones in agriculture. PREREQUISITES: AMT 225 and AMT 226. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2019.

Biological Science

Biological Science



Biological Science AS

The Biological Science Program at Gavilan Community College provides a quality education that emphasizes critical thinking skills for all students (Majors and Non-majors). Our primary goals are to prepare students to transfer to a 4-year college, enter programs that require our courses as prerequisites, and prepare students for possible employment upon completing certificate and/or graduating with an A.S. degree. It is also our intent to encourage our students to gain practical experience in biological science by working with our faculty and local industry. Students completing the courses will have satisfied requirements for physical and biological sciences. Recommended preparation for the major requirements listed. 1 One year of high school chemistry or CHEM 30A (Elementary Chemistry) or equivalent, and/or Bio 10 or equivalent. 2. At a minimum be eligible to enter ENGL 250 and ENGL 260. 3.Two years of high school math or MATH 233.

Requirements: **Units:** 17

BIOT 103	Biotechnology Lab Skills and Instrumentation	4
BIOT 104	Seminar in Biotechnology	1
BIO 10	Principles of Biology	4
CHEM 30A	Elementary Chemistry	4
CHEM 30B	Elementary Organic and Biochemistry	4

Total: 17

Biology AS-T

Biology is the study of living organisms using the scientific process. Biologists seek to understand the unity and diversity of life and biological processes. This enables us to make informed decisions about our health, our environment, and our impact on the global ecosystem.

Many careers require a solid background in biology, including the allied health professions, agriculture, parks and recreation, and biomedical research. The A.S.-T degree in Biological Science prepares students to transfer to a 4-year university in pursuit of these career paths. This degree emphasizes critical thinking skills, and provides opportunities for students to gain practical experience in biology by working with our faculty and local industry.

Recommended preparation for the Program includes:

1. One year of high school chemistry and biology, or Chem 30A and Bio 10
2. Two years of high school math, or Math 233
3. Eligibility for Engl 1A

BIO 1	Cell and Molecular Biology	5
AND		
BIO 2	Organismal Biology	5
OR		
BIO 1	Cell and Molecular Biology	5
AND		
BIO 4	General Zoology	4
AND		
BIO 5	General Botany	4
CHEM 1A	General Chemistry	5
AND		
CHEM 1B	General Chemistry	5
AND		
MATH 1A	Single-Variable Calculus and Analytic Geometry	4
AND		
PHYS 2A	General Physics I	4
AND		
PHYS 2B	General Physics II	4
OR		
PHYS 4A	Physics for Scientists and Engineers: Mechanics	4
AND		
PHYS 4B	Physics for Scientists and Engineers: Electricity and Magnetism	4

IGETC / CSU for STEM Requirements: **Units:** 31-33

This Associate Degree for Transfer presumes completion of IGETC or CSU-GE Breadth for STEM, allowing for completion of units of non-STEM GE work after transfer.

Total: 63-68

Biotechnology CA

This certificate program allows students to attain essential skills in biotechnology and provides opportunities to learn basic laboratory procedures, how to record data, perform basic calculations and write laboratory reports. Students also learn about careers and ethical issues in biotechnology. Career Options: Careers for those with a Biotechnology Certificate of Achievement would be animal care technician, assay analyst, laboratory assistant or technician, manufacturing technician, QA/QC technician. In addition to the biotechnology industry, jobs for technicians may be found in environmental testing labs, forensic labs, hospitals, plant pathology labs, research labs and wineries.

Requirements: **Units:** 17

BIOT 103	Biotechnology Lab Skills and Instrumentation	4
BIOT 104	Seminar in Biotechnology	1
BIO 10	Principles of Biology	4
CHEM 30A	Elementary Chemistry	4
CHEM 30B	Elementary Organic and Biochemistry	4

Total: 17

Liberal Arts: Natural Science Emphasis AA

The Area of Emphasis for Studies in Natural Science recognizes the integrated role that Biology, Chemistry, Physics, and Mathematics play in the description and understanding of our everyday world.

REQUIREMENTS: **Units:** 18

BIO 8	General Microbiology	5
OR		
AH 8	General Microbiology	5
BIO 9	Human Physiology	5
OR		
AH 9	Human Physiology	5
BIO 15	Survey of Human Anatomy and Physiology	5
OR		
AH 15	Survey of Human Anatomy and Physiology	5
BIO 1	Cell and Molecular Biology	5
BIO 4	General Zoology	4
BIO 5	General Botany	4
BIO 7	Human Anatomy	4
BIO 21	Field Ecology	1-4
CHEM 1A	General Chemistry	5
CHEM 1B	General Chemistry	5
CHEM 12A	Organic Chemistry	5
CHEM 12B	Organic Chemistry	5
ECOL 1	Conservation of Natural Resources	4
GEOL 1	Introduction to Geology	4
MATH 1A	Single-Variable Calculus and Analytic Geometry	4
MATH 1B	Single-Variable Calculus and Analytic Geometry	4
MATH 1C	Multivariable Calculus	4
MATH 2	Linear Algebra	3
MATH 2C	Differential Equations	3
MATH 5	Introduction to Statistics	3
MATH 7	Finite Mathematics	3
MATH 8A	First Half of Precalculus	4
MATH 8B	Second Half of Precalculus	4
PHYS 2A	General Physics I	4
PHYS 2B	General Physics II	4
PHYS 4A	Physics for Scientists and Engineers: Mechanics	4
PHYS 4B	Physics for Scientists and Engineers: Electricity and Magnetism	4
PHYS 4C	Physics for Scientists and Engineers - Heat, Optics, Modern Physics	4

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 53-57

Biological Science Courses

BIO 1—Cell and Molecular Biology (5.0) A new version of this course will be effective Spring 2021
3.0 Lecture, 6.0 Lab. A general biology course with an emphasis on the structure and function of cells, biological molecules, homeostasis, cell respiration, photosynthesis, cell life cycle and its controls, cellular communication, Mendelian and non- classical genetics, evolution and diversity of life. The philosophy of science, methods of scientific inquiry and experimental design are foundational to the course. The course is required for students majoring in biology and/or its subcategories (e.g., plant or animal sciences). (C-ID: BIO 190) PREREQUISITE: Biology 10 or Biology 12 or Environmental Science 1 with a grade of 'C' or better, or one year of high school AP or Honors Biology with a grade of 'B' or better completed within the last five years, and Chemistry 1A and Mathematics 240 with a grade of 'C' or better. ADVISORY: Eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Fall 2019 to Spring 2021.

BIO 1—Cell and Molecular Biology (5.0)
3.0 Lecture, 6.0 Lab. A general biology course with an emphasis on the structure and function of cells, biological molecules, homeostasis, cell respiration, photosynthesis, cell life cycle and its controls, cellular communication, Mendelian and non- classical genetics, evolution and diversity of life. The philosophy of science, methods of scientific inquiry and experimental design are foundational to the course. The course is required for students majoring in biology and/or its subcategories (e.g., plant or animal sciences). (C-ID: BIO 190) PREREQUISITE: Biology 10 or Biology 12 or Environmental Science 1 with a grade of 'C' or better, or one year of high school AP or Honors Biology with a grade of 'B' or better completed within the last five years, and Chemistry 1A and Mathematics 240 with a grade of 'C' or better. ADVISORY: Eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Spring 2021.

BIO 2—Organismal Biology (5.0)
3.0 Lecture, 6.0 Lab. This course is the second in a two-semester sequence exploring the basic biology and diversity of unicellular and multicellular organisms. Topics include general biological principles, classification, structure, function and evolutionary adaptations of organisms (including plants, fungi, animals, and unicellular organisms) to their environments. (C-ID: BIOL 140) PREREQUISITE: Bio 1 with a grade of 'C' or better. ADVISORY: Eligible for English 1A. (Standard Letter Grade.) Effective: Fall 2019.

BIO 4—General Zoology (4.0) A new version of this course will be effective Spring 2021
3.0 Lecture, 3.0 Lab. General Zoology is designed for students exploring a career and majoring in Biology. This course uses the animal model to introduce the principles of evolutionary biology. Zoology explores animal diversity and considers the selection pressures of nature that direct animal form and function. Topics include mechanisms of evolution, animal life cycles, embryological development, comparative morphology and physiology, taxonomy and systematics, molecular and morphological phylogeny, ecological principles, organismal behavior and its place in the natural world. PREREQUISITE: Mathematics 240 with a grade of 'C' or better. ADVISORY: Chemistry 1A, Biology 1 and eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Fall 2016 to Spring 2021.

BIO 4—General Zoology (4.0)
3.0 Lecture, 3.0 Lab. General Zoology is designed for students exploring a career and majoring in Biology. This course uses the animal model to introduce the principles of evolutionary biology.

Zoology explores animal diversity and considers the selection pressures of nature that direct animal form and function. Topics include mechanisms of evolution, animal life cycles, embryological development, comparative morphology and physiology, taxonomy and systematics, molecular and morphological phylogeny, ecological principles, organismal behavior and its place in the natural world. PREREQUISITE: Mathematics 240 with a grade of 'C' or better. ADVISORY: Chemistry 1A, Biology 1 and eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Spring 2021.

BIO 5—General Botany (4.0) A new version of this course will be effective Spring 2021
3.0 Lecture, 3.0 Lab. General Botany is designed for students majoring in biology and/or its related disciplines. This course introduces the evolution and diversity of botanical organisms and begins with a brief review of plant like organisms (protista and fungi) and continues with an emphasis in the plant kingdom for the remainder of the course. The course will include topics such as life cycles, embroyonic development, morphology, physiology, taxonomy and plant systematics. Principles of population ecology, community ecology, ecosystems interactions, biotechnology and agriculture are highlighted in this course. (C-ID: BIOL 155) PREREQUISITE: Mathematics 235 or Mathematics 240 with a grade of 'C' or better. ADVISORY: Chemistry 1A, Biological Science 1, and eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Spring 2016 to Spring 2021.

BIO 5—General Botany (4.0)
3.0 Lecture, 3.0 Lab. General Botany is designed for students majoring in biology and/or its related disciplines. This course introduces the evolution and diversity of botanical organisms and begins with a brief review of plant like organisms (protista and fungi) and continues with an emphasis in the plant kingdom for the remainder of the course. The course will include topics such as life cycles, embroyonic development, morphology, physiology, taxonomy and plant systematics. Principles of population ecology, community ecology, ecosystems interactions, biotechnology and agriculture are highlighted in this course. (C-ID: BIOL 155) PREREQUISITE: Mathematics 235 or Mathematics 240 with a grade of 'C' or better, or skills equivalent to those in an Intermediate Algebra course, or appropriate placement. ADVISORY: Chemistry 1A, Biological Science 1, and college-level reading and writing skills. (Standard Letter Grade.) Effective: Spring 2021.

BIO 7—Human Anatomy (4.0) A new version of this course will be effective Spring 2021
2.0 Lecture, 6.0 Lab. Structural organization of the human body: gross and microscopic structure of the integumentary, skeletal, muscular, nervous, sensory, endocrine, cardiovascular, lymphatic, respiratory, digestive, excretory, and reproductive systems, from cellular to organ system levels of organization. Includes dissection in lab. A cadaver is observed in this course. PREREQUISITE: Biological Science 10 or Biology 15 or Biology 12 with a grade of credit or C or better. (C-ID: BIOL 110B) ADVISORY: Eligible for English 250, English 260 and Mathematics 430. (Standard Letter Grade.) Effective: Spring 2017 to Spring 2021.

BIO 7—Human Anatomy (4.0)
2.0 Lecture, 6.0 Lab. Structural organization of the human body: gross and microscopic structure of the integumentary, skeletal, muscular, nervous, sensory, endocrine, cardiovascular, lymphatic, respiratory, digestive, excretory, and reproductive systems, from cellular to organ system levels of organization. Includes dissection in lab. A cadaver is observed in this course. PREREQUISITE: Biological Science 10 or Biology 15 or Biology 12 with a grade of credit or C or better. (C-ID: BIOL 110B) ADVISORY: Eligible for English 250, English 260 and Mathematics 430. (Standard Letter Grade.) Effective: Spring 2021.

BIO 8—General Microbiology (5.0) A new version of this course will be effective Spring 2021
4.0 Lecture, 3.0 Lab. An introduction to microbiology with an emphasis on bacteriology. Includes the study of morphology, physiology and classification of microorganisms, a survey of infectious disease, immunology and techniques for culture and control of microorganisms. This course is also

listed as Allied Health 8. PREREQUISITE: Biological Science 10 or 15 with a grade of credit or C or better. ADVISORY: Chemistry 30A and Chemistry 30B; Eligible for English 250, English 260 and Mathematics 205. (Standard Letter Grade.) Effective: Fall 2016 to Spring 2021.

BIO 8—General Microbiology (5.0)
4.0 Lecture, 3.0 Lab. An introduction to microbiology with an emphasis on bacteriology. Includes the study of morphology, physiology and classification of microorganisms, a survey of infectious disease, immunology and techniques for culture and control of microorganisms. This course is also listed as Allied Health 8. PREREQUISITE: Biological Science 10 or 15 with a grade of credit or C or better. ADVISORY: Chemistry 30A and Chemistry 30B; Eligible for English 250, English 260 and Mathematics 205. (Standard Letter Grade.) Effective: Spring 2021.

BIO 9—Human Physiology (5.0) A new version of this course will be effective Spring 2021
4.0 Lecture, 3.0 Lab. Study of the physiological principles, function, integration and homeostasis of the human body at the cellular, tissue, organ, organ system and organism level: integumentary system, bone, skeletal, smooth and cardiac muscles, nervous system, sensory organs, cardiovascular system, lymphatic and immune systems, respiratory system, urinary system, endocrine system, and reproduction system. This course is also listed as Allied Health 9. (C-ID: BIOL 120B) PREREQUISITE: Chemistry 30A, Biological Science 7 or 15 with a grade of credit or C or Better. ADVISORY: Chemistry 30B; eligible for English 250, English 260 and Mathematics 205. (Standard Letter Grade.) Effective: Summer 2017 to Spring 2021.

BIO 9—Human Physiology (5.0)
4.0 Lecture, 3.0 Lab. Study of the physiological principles, function, integration and homeostasis of the human body at the cellular, tissue, organ, organ system and organism level: integumentary system, bone, skeletal, smooth and cardiac muscles, nervous system, sensory organs, cardiovascular system, lymphatic and immune systems, respiratory system, urinary system, endocrine system, and reproduction system. This course is also listed as Allied Health 9. (C-ID: BIOL 120B) PREREQUISITE: Chemistry 30A, Biological Science 7 or 15 with a grade of credit or C or Better. ADVISORY: Chemistry 30B; eligible for English 250, English 260 and Mathematics 205. (Standard Letter Grade.) Effective: Spring 2021.

BIO 10—Principles of Biology (4.0) A new version of this course will be effective Summer 2020
3.0 Lecture, 3.0 Lab. An introductory biology course covering functions at the cellular and organismal levels. Includes study of the basic principles of metabolism, heredity, evolution and ecology. Primarily for non-biological science majors. ADVISORY: Eligible for English 250, English 260 and Mathematics 430. (Standard Letter Grade.) Effective: Fall 2017 to Summer 2020.

BIO 10—Principles of Biology (4.0)
3.0 Lecture, 3.0 Lab. An introductory biology course covering functions at the cellular and organismal levels. Includes study of the basic principles of metabolism, heredity, evolution and ecology. Primarily for non-biological science majors. ADVISORY: Eligible for English 280 and Mathematics 430 or skills equivalent to those in an Elementary Algebra course. (Standard Letter Grade.) Effective: Summer 2020.

BIO 11—Nutrition (3.0) This course will be discontinued effective Spring 2021
3.0 Lecture. 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 AH 11. PREREQUISITE: Eligible for English 1A. ADVISORY: Chemistry 30A and Mathematics 205 (Standard Letter Grade.) Effective: Spring 2015 to Spring 2021.

BIO 12—Introduction to Human Biology (4.0) A new version of this course will be effective Spring 2021
3.0 Lecture, 3.0 Lab. This course will provide an introduction to human biology for non-science majors to meet general education laboratory science requirements. It will cover the biologic principles of basic body structure and function including all systems of the body, genetic diseases, and current biotechnological advances as well as encompass the relationship between humans and their environment and ecosystems. This course satisfies the same general education life science requirements as Biology 10 and Ecology 1. (Standard Letter Grade.) Effective: Fall 2017 to Spring 2021.

BIO 12—Introduction to Human Biology (4.0)
3.0 Lecture, 3.0 Lab. This course will provide an introduction to human biology for non-science majors to meet general education laboratory science requirements. It will cover the biologic principles of basic body structure and function including all systems of the body, genetic diseases, and current biotechnological advances as well as encompass the relationship between humans and their environment and ecosystems. This course satisfies the same general education life science requirements as Biology 10 and Ecology 1. (Standard Letter Grade.) Effective: Spring 2021.

BIO 13—Marine Biology (4.0) A new version of this course will be effective Spring 2021
3.0 Lecture, 3.0 Lab. The course provides a comprehensive overview of marine ecosystems, emphasizing the diversity of life inhabiting them. The physical, chemical and ecological features of the marine environment are reviewed and the evolutionary adaptations that allowed marine organisms to survive are emphasized. Although the overall focus will include ecosystems found in both tropical, subtropical, temperate and arctic regions, many of the practical examples will be drawn from the rich ecosystems of the central California coast and labs will provide hands-on experience of the diversity of life forms found in this area. Practical exercises will include viewing of specimen in the laboratory, short documentaries followed by discussion and field trips to coastal locations within the Monterey Bay and vicinity to view and explore specific ecosystems such as kelp forests, the intertidal, and estuarine areas, as well as learn about local marine species such as birds and mammals. ADVISORY: Eligible for English 250, English 260 and Mathematics 430. (Standard Letter Grade.) Effective: Fall 2017 to Spring 2021.

BIO 13—Marine Biology (4.0)
3.0 Lecture, 3.0 Lab. The course provides a comprehensive overview of marine ecosystems, emphasizing the diversity of life inhabiting them. The physical, chemical and ecological features of the marine environment are reviewed and the evolutionary adaptations that allowed marine organisms to survive are emphasized. Although the overall focus will include ecosystems found in both tropical, subtropical, temperate and arctic regions, many of the practical examples will be drawn from the rich ecosystems of the central California coast and labs will provide hands-on experience of the diversity of life forms found in this area. Practical exercises will include viewing of specimen in the laboratory, short documentaries followed by discussion and field trips to coastal locations within the Monterey Bay and vicinity to view and explore specific ecosystems such as kelp forests, the intertidal, and estuarine areas, as well as learn about local marine species such as birds and mammals. ADVISORY: Eligible for English 250, English 260 and Mathematics 430. (Standard Letter Grade.) Effective: Spring 2021.

BIO 15—Survey of Human Anatomy and Physiology (5.0) A new version of this course will be effective Summer 2020
4.0 Lecture, 3.0 Lab. 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: Biology 10 or Biology 12 with a grade of 'C' or better. Eligible for English 250, English 260 and Mathematics 430. Course will include the viewing of a cadaver. (Standard Letter Grade.) Effective: Spring 2019 to Summer 2020.

BIO 15—Survey of Human Anatomy and Physiology (5.0)

4.0 Lecture, 3.0 Lab. 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: Biology 10 or Biology 12 with a grade of 'C' or better. Eligible for English 280 and Mathematics 430 or skills equivalent to those in an Elementary Algebra course. Course will include the viewing of a cadaver. (Standard Letter Grade.) Effective: Summer 2020.

BIO 21—Field Ecology (1.0-4.0)
1.0-4.0 Lecture. Introduces concepts in ecology, plant and animal identification, natural history, and habitat assessment in a field setting. The class will have a two hour preliminary meeting to prepare for two successive meetings to local habitats. Camping is not required. Outings will be rescheduled in the case of inclement weather. This course has the option of a letter grade or pass/no pass. ADVISORY: Eligible for English 250 and Math 205. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2014.

BIO 23—Independent Study (1.0-2.0)
3.0-6.0 TBA. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2011.

Biotechnology Courses

BIOT 103—Biotechnology Lab Skills and Instrumentation (4.0)
2.0 Lecture, 6.0 Lab. Introduction to biotechnology laboratory skills. Techniques will include DNA isolation, DNA fingerprinting, cloning, restriction mapping, and Southern blotting. Includes the use and care of instruments such as centrifuges, mechanical and micropipettes, and electronic balances. Will also include keeping of a notebook, report writing, and calculations. ADVISORY: Eligible for English 250. PREREQUISITE: Completion of BIO 1 with a grade of C or better; may be taken concurrently. (Standard Letter Grade.) Effective: Spring 2015.

BIOT 104—Seminar in Biotechnology (1.0)
1.0 Lecture. This course will survey careers in biotechnology and ethical issues in biotechnology. (Standard Letter Grade.) Effective: Spring 2015.

Business

Business



ADT: Business Administration AS-T - CSU Transfer

The Associate in Science in Business Administration for Transfer Degree (AA-T) is designed to prepare students for a seamless transfer into the CSU system to complete a baccalaureate degree in Business Administration. The AA-T therefore necessarily requires the completion of a general education sequence of courses, as well as specific preparation for upper-division business administration coursework.

REQUIREMENTS: (17 units)		**Units:** 17
ACCT 20	Financial Accounting	4
ACCT 21	Managerial Accounting	4
ECON 1	Principles of Macroeconomics	3
ECON 2	Principles of Microeconomics	3
BUS 80	Business Law	3

LIST A - Select one course		**Units:** 3-4
MATH 5	Introduction to Statistics	3
MATH 6	Calculus for Business/Social Science	3
MATH 7	Finite Mathematics	3
BUS 11	Statistics for Business and Economics	4
OR		
ECON 11	Statistics for Business and Economics	4

LIST B - Select 2 courses		**Units:** 6-7
CSIS 2	Computers in Business	4
BUS 1	Fundamentals of Business	3
OR		
BUS 100	Effective Written and Oral Business Communication	3

Associate Degree for Transfer Requirements:	**Units:** 0
Units Required for the Major: 26 - 28	**Units:**
Double Counted Units: CSU: 9; IGETC: 9	**Units:**
General Education Requirements: CSU GE: 39; IGETC: 37	**Units:** 37-39
Electives needed to get to 60 Units: CSU: 2 - 4; IGETC: 4 - 6	**Units:**
Total Units for the Degree: 60 Units	**Units:**
	Total: 63-67

Office Applications Option

This program prepares students for entry level office skills jobs that require intermediate to advanced computer skills. Students will learn how to create professional documents with Word, create presentations using PowerPoint, and prepare spreadsheets using Microsoft Excel. Possible job opportunities include: administrative office assistant, office manager/administrator, legal administrative assistant, office coordinator, operations administrative assistant, and project manager.

BUSINESS CORE COURSES		**Units:** 9-19
CSIS 8	Introduction to the Internet	1
MATH 402	Pre-Algebra	0-3
OR		
MATH 411	Integrated Pre-Algebra	0-6
ACCT 20	Financial Accounting	4
ACCT 103	General Office Accounting	3
CSIS 1	Computer Literacy - MS Office	2
CSIS 2	Computers in Business	4
CSIS 2L	Computers in Business Lab	1
ECON 1	Principles of Macroeconomics	3
BUS 1	Fundamentals of Business	3
BOT 191A	Workplace Skills	1
BOT 191B	Workplace Skills	1
BOT 191C	Workplace Skills	1
BOT 100	Business Correspondence	3
OR		
BUS 100	Business Correspondence	3
ENGL 250	Practical Writing	3

ADDITIONAL REQUIREMENTS:		**Units:**
CSIS 112	Keyboard Speed Building	0.5-1
CSIS 122	Computer Keyboarding	0.5-2
CSIS 124	Windows Fundamentals	1
BOT 112	Business Computations with Machines	0.5
CSIS 126	Word Processing - MS Word	2

Choose six units from the following list:		**Units:** 6
CSIS 6	Webpage Authoring	3
OR		
DM 6	Webpage Authoring	3
CSIS 7	Web Page Authoring II	2
OR		

DM 7	Web Page Authoring II	2
CSIS 73	Desktop Publishing - Adobe InDesign	3
OR		
DM 73	Desktop Publishing - Adobe InDesign	3
CSIS 75	Photoshop I - Adobe Photoshop	3
OR		
DM 75	Photoshop I - Adobe PhotoShop	3
CSIS 120	Computerized Accounting - QuickBooks	3
OR		
ACCT 120	Computerized Accounting - QuickBooks	3
CSIS 121	Spreadsheet - MS Excel	1-2
OR		
ACCT 121	Spreadsheet - MS Excel	1-2
DM 74	Advanced PhotoShop	3
OR		
CSIS 74	Advanced PhotoShop	3
DM 85	Web Development and Design	3
OR		
CSIS 85	Web Development and Design	3
BUS 14	Personal Finance	3
OR		
ECON 14	Personal Finance	3
ACCT 105	Payroll Accounting	3
ACCT 111	Introduction to Income Tax	3
CSIS 132	Intermediate Word Processing - MS Word	2
CSIS 134	Intermediate Excel	2

Total: 15-25

Business: General AA

The Associate Degree in Business provides students with the opportunity to choose an option based on their business need - Accounting, Management, Medical Office, Technical Publishing, or Office Applications. Earning an associate degree provides more opportunities for advancement, especially for those who pursue additional training, experience and education. By completing the General Education requirements, the core course requirement, the courses in their chosen option, and their business electives the student will earn an A.A. Degree in Business.

CORE: REQUIRED FOR ALL OPTIONS **Units:** 2-4

Choose one:

CSIS 1	Computer Literacy - Office Applications	2
OR		
CSIS 2	Computers in Business	4

CHOOSE ONE OF THE OPTIONS BELOW **Units:** 14-16

Accounting Option: Choose at least 6 units **Units:** 0-7

ACCT 103	General Office Accounting	3
OR		
ACCT 20	Financial Accounting	4
ACCT 120	Computerized Accounting - QuickBooks	3

OR		
CSIS 120	Computerized Accounting - QuickBooks	3

Management Option: Choose at least 9 units. **Units:** 0-12

MGMT 101	Introduction to Management	3
MKTG 100	Principles of Marketing	3
MGMT 104	Leadership/Human Relations in Business	3
MGMT 120	Human Resource Management	3

Medical Office Option: Choose 12 units. **Units:** 0-12

BOT 180	Medical Terminology for the Office	3
BOT 281	Medical Billing	3
BOT 182	Medical Office Procedures	3
CSIS 126	Word Processing - MS Word	3
OR		
BOT 283	Medical Coding	3

Office Applications Option: Choose at least 7.5 units **Units:** 0-9

ACCT 121	Spreadsheet - MS Excel	3
OR		
CSIS 121	Spreadsheet - MS Excel	3
CSIS 122	Computer Keyboarding	0.5-2
CSIS 126	Word Processing - MS Word	3
CSIS 129	Presentation Graphics - MS PowerPoint	1
OR		
CMUN 129	Presentation Graphics - MS PowerPoint	1

Technical Publishing Option: Choose at least 6 units. **Units:** 0-15

CSIS 6	Webpage Authoring	3
OR		
DM 6	Webpage Authoring	3
CSIS 75	Photoshop I - Adobe Photoshop	3
OR		
DM 75	Photoshop I - Adobe Photoshop	3
CSIS 74	Advanced Photoshop	3
OR		
DM 74	Advanced Photoshop	3
CSIS 76	Digital Illustration	3
OR		
DM 76	Digital Illustration	3
CSIS 80	Digital Photography	3
OR		
DM 80	Digital Photography	3
CSIS 85	Web Development and Design	3
OR		
DM 85	Web Development and Design	3

ELECTIVES: Choose electives from the list below so that the core plus additional requirements for the option plus electives equals at least 18 units. **Units:** 0-10

ACCT 20	Financial Accounting	4
ACCT 21	Managerial Accounting	4
ACCT 105	Payroll Accounting	3
ACCT 120	Computerized Accounting - QuickBooks	3
OR		
CSIS 120	Computerized Accounting - QuickBooks	3
ACCT 121	Spreadsheet - MS Excel	3
OR		
CSIS 121	Spreadsheet - MS Excel	3
BOT 100	Effective Written and Oral Business Communication	3
OR		
BUS 100	Effective Written and Oral Business Communication	3
BOT 212	Business Computations with Machines	0.5
BOT 291A	Power Skills for the Workplace	1
OR		
BOT 291B	Power Skills for the Workplace	1
OR		
BOT 291C	Power Skills for the Workplace	1
BUS 1	Fundamentals of Business	3
BUS 11	Statistics for Business and Economics	4
OR		
ECON 11	Statistics for Business and Economics	4
OR		
MATH 5	Introduction to Statistics	3
BUS 14	Personal Finance	3
OR		
ECON 14	Personal Finance	3
BUS 80	Business Law	3
CSIS 6	Webpage Authoring	3
OR		
DM 6	Webpage Authoring	3
CSIS 8	Introduction to the Internet	1
CSIS 75	Photoshop I - Adobe Photoshop	3
OR		
DM 75	Photoshop I - Adobe Photoshop	3
CSIS 122	Computer Keyboarding	0.5-2
CSIS 126	Word Processing - MS Word	3
CSIS 128	Database - MS Access	2
CSIS 212	Keyboard Speed Building	0.5-1
CSIS 129	Presentation Graphics - MS PowerPoint	1
OR		
CMUN 129	Presentation Graphics - MS PowerPoint	1
CSIS 212	Keyboard Speed Building	0.5-1
CMUN 12	Business Communication	3
ECON 1	Principles of Macroeconomics	3
ECON 2	Principles of Microeconomics	3

General Education Requirements: (35 - 39 Units) **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 51-124

Business: General CA

The Certificate of Achievement program is designed for students desiring a broad introduction to business rather than a specialized area of concentration. It should also be considered by students who think they may continue their education as a business major.

Requirements (Business Core is not required): **Units:** 18-22

ACCT 20	Financial Accounting	4
ACCT 21	Managerial Accounting	4
ECON 1	Principles of Macroeconomics	3
ECON 2	Principles of Microeconomics	3
MATH 5	Introduction to Statistics	3
OR		
BUS 11	Statistics for Business and Economics	4
OR		
ECON 11	Statistics for Business and Economics	4
CSIS 2L	Computers in Business Lab	1
OR		
CSIS 2	Computers in Business	4

Electives **Units:** 0-9

BUS 1	Fundamentals of Business	3
BUS 80	Business Law	3
MATH 1A	Single-Variable Calculus and Analytic Geometry	4
MATH 1B	Single-Variable Calculus and Analytic Geometry	4
MATH 1C	Multivariable Calculus	4
MATH 2	Linear Algebra	3
MATH 2C	Differential Equations	3
MATH 6	Calculus for Business/Social Science	3
MATH 7	Finite Mathematics	3
MATH 8A	First Half of Precalculus	4
MATH 8B	Second Half of Precalculus	4
ANTH 3	Introduction to Cultural Anthropology	3
HIST 7A	History of Western Civilization	3
HIST 7B	History of Western Civilization	3
PHIL 2	Introduction to Logic	3
PSYC 10	Introduction to Psychology	3
SOC 1A	Introduction to Sociology	3

Total: 18-31

Business: Medical Office CA

This program is designed to provide students with the knowledge and skills needed for entry level jobs in a medical front office. Job opportunities include: medical office assistant, front office medical assistant, office manager, medical receptionist/medical assistant, and administrative medical assistant.

CORE REQUIREMENT: Choose one. **Units:** 2-4

CSIS 1	Computer Literacy - Office Applications	2
CSIS 2	Computers in Business	4

OPTION REQUIREMENTS:Choose 12 units. **Units:** 12

BOT 180	Medical Terminology for the Office	3
BOT 182	Medical Office Procedures	3
BOT 281	Medical Billing	3
CSIS 126	Word Processing - MS Word	3
OR		
BOT 283	Medical Coding	3

ELECTIVES: Choose electives from the list below so that the core plus additional requirements for the option plus electives equals 18 units. **Units:** 4

ACCT 20	Financial Accounting	4
ACCT 21	Managerial Accounting	4
ACCT 105	Payroll Accounting	3
ACCT 120	Computerized Accounting - QuickBooks	3
OR		
CSIS 120	Computerized Accounting - QuickBooks	3
ACCT 121	Spreadsheet - MS Excel	3
OR		
CSIS 121	Spreadsheet - MS Excel	3
BOT 100	Effective Written and Oral Business Communication	3
OR		
BUS 100	Effective Written and Oral Business Communication	3
BOT 212	Business Computations with Machines	0.5
BOT 291A	Power Skills for the Workplace	1
OR		
BOT 291B	Power Skills for the Workplace	1
OR		
BOT 291C	Power Skills for the Workplace	1
BUS 1	Fundamentals of Business	3
BUS 11	Statistics for Business and Economics	4
OR		
ECON 11	Statistics for Business and Economics	4
OR		
MATH 5	Introduction to Statistics	3
BUS 14	Personal Finance	3
OR		
ECON 14	Personal Finance	3
BUS 80	Business Law	3
CSIS 6	Webpage Authoring	3

OR		
DM 6	Webpage Authoring	3
CSIS 8	Introduction to the Internet	1
CSIS 75	Photoshop I - Adobe Photoshop	3
OR		
DM 75	Photoshop I - Adobe Photoshop	3
CSIS 122	Computer Keyboarding	0.5-2
CSIS 126	Word Processing - MS Word	3
CSIS 128	Database - MS Access	2
CSIS 129	Presentation Graphics - MS PowerPoint	1
OR		
CMUN 129	Presentation Graphics - MS PowerPoint	1
CSIS 212	Keyboard Speed Building	0.5-1
CMUN 12	Business Communication	3
ECON 1	Principles of Macroeconomics	3
ECON 2	Principles of Microeconomics	3

Total: 18-20

Business: Real Estate AA

This degree in Real Estate provides the student with a thorough understanding of the California residential real estate market from a buyer's, seller's and real estate professional's perspective. Students completing the degree meet the minimum requirements needed to take the California Real Estate Sales license examination. Four-year colleges may differ in their major preparation requirements for transfer. Consult with a counselor regarding transfer requirements.

REQUIREMENTS: (Business Core is not required.) **Units:** 6

RE 160	Real Estate Principles	3
RE 162	Real Estate Practice	3

Select at least twelve units (12) from the following requirements: **Units:** 12

RE 163	Real Estate Finance	3
RE 164	Real Estate Appraisal	3
RE 165	Legal Aspects of Real Estate	3
RE 168	Real Estate Escrow	3
BUS 80	Business Law	3

Choose one: **Units:** 3-4

RE 167	Real Estate Economics	3
ACCT 20	Financial Accounting	4

GENERAL EDUCATION REQUIREMENTS: (Gavilan, IGETC or CSU pattern),plus sufficient electives to meet a 60 unit total.) **Units:**

Total: 21-22

Business: Real Estate CA

The Certificate of Achievement in Real Estate provides the student with a thorough understanding of the California residential real estate market from a buyer's, seller's and real estate professional's perspective. Students completing the certificate meet the minimum requirements needed to take the California Real Estate Sales license examination.

Requirements: **Units:** 6

RE 160	Real Estate Principles	3
RE 162	Real Estate Practice	3

Electives **Units:** 3

Choose one:

BUS 80	Business Law	3
OR		
ACCT 103	General Office Accounting	3

Total: 9

Business: Real Estate CP

The Certificate of Proficiency in Real Estate provides the student with a thorough understanding of the California residential real estate market from a buyer's, seller's and real estate professional's perspective. Students completing the certificate meet the minimum requirements needed to take the California Real Estate Sales license examination.

REQUIREMENTS: **Units:** 6

RE 160	Real Estate Principles	3
RE 162	Real Estate Practice	3

Select One Elective: **Units:** 3-4

RE 163	Real Estate Finance	3
RE 164	Real Estate Appraisal	3
RE 165	Legal Aspects of Real Estate	3
RE 167	Real Estate Economics	3
RE 168	Real Estate Escrow	3
BUS 80	Business Law	3
ACCT 20	Financial Accounting	4

Total Units for the Certificate of Proficiency 9 - 10 **Units:**

Total: 9-10

Business Management Option CA

This program gives students the basic background in business and management to work entry-level jobs in the field. Possible jobs include: office manager, administrative assistant/executive assistant, office assistant, store manager, administrative support supervisor, sales consultant, and sales supervisor.

CORE REQUIREMENT: Choose one. **Units:** 2-4

CSIS 1	Computer Literacy - Office Applications	2
CSIS 2	Computers in Business	4

OPTION REQUIREMENTS: Choose at least 9 units. **Units:** 9

MGMT 101	Introduction to Management	3
MGMT 104	Leadership/Human Relations in Business	3
MGMT 120	Human Resource Management	3
MKTG 100	Principles of Marketing	3

ELECTIVES: Choose electives from the list below so that the core plus additional requirements for the option plus electives equals 18 units. **Units:** 7

ACCT 20	Financial Accounting	4
ACCT 21	Managerial Accounting	4
ACCT 105	Payroll Accounting	3
ACCT 120	Computerized Accounting - QuickBooks	3
OR		
CSIS 120	Computerized Accounting - QuickBooks	3
ACCT 121	Spreadsheet - MS Excel	3
OR		
CSIS 121	Spreadsheet - MS Excel	3
BOT 100	Effective Written and Oral Business Communication	3
OR		
BUS 100	Effective Written and Oral Business Communication	3
BOT 212	Business Computations with Machines	0.5
BOT 291A	Power Skills for the Workplace	1
OR		
BOT 291B	Power Skills for the Workplace	1
OR		
BOT 291C	Power Skills for the Workplace	1
BUS 1	Fundamentals of Business	3
BUS 11	Statistics for Business and Economics	4
OR		
ECON 11	Statistics for Business and Economics	4

OR		
MATH 5	Introduction to Statistics	3
BUS 14	Personal Finance	3
OR		
ECON 14	Personal Finance	3
BUS 80	Business Law	3
CSIS 6	Webpage Authoring	3
OR		
DM 6	Webpage Authoring	3
CSIS 8	Introduction to the Internet	1
CSIS 75	Photoshop I - Adobe Photoshop	3
OR		
DM 75	Photoshop I - Adobe Photoshop	3
CSIS 122	Computer Keyboarding	0.5-2
CSIS 126	Word Processing - MS Word	3
CSIS 128	Database - MS Access	2
CSIS 129	Presentation Graphics - MS PowerPoint	1
OR		
CMUN 129	Presentation Graphics - MS PowerPoint	1
CSIS 212	Keyboard Speed Building	0.5-1
CMUN 12	Business Communication	3
ECON 1	Principles of Macroeconomics	3
ECON 2	Principles of Microeconomics	3

Total: 18-20

Business: Economics AA-T

The Associate in Arts in Economics for Transfer Degree (AA-T) has been established to assist students in seamlessly transferring from Gavilan College to a California State University (CSU), with the objective of pursuing a baccalaureate degree in economics. The AA-T therefore necessarily requires the completion of a general education sequence of courses, as well as specific preparation for upper division economics coursework.

REQUIREMENTS: **Units:** 12-14

ECON 1	Principles of Macroeconomics	3
ECON 2	Principles of Microeconomics	3
MATH 5	Introduction to Statistics	3
OR		
ECON 11	Statistics for Business and Economics	4
OR		
BUS 11	Statistics for Business and Economics	4
MATH 6	Calculus for Business/Social Science	3
OR		
MATH 1A	Single-Variable Calculus and Analytic Geometry	4

LIST A: Select one (3-8 units) **Units:** 3-4

MATH 7	Finite Mathematics	3
MATH 1B	Single-Variable Calculus and Analytic Geometry	4
ACCT 20	Financial Accounting	4
ACCT 21	Managerial Accounting	4
CSIS 2	Computers in Business	4
BUS 100	Effective Written and Oral Business Communication	3
CSIS 51	Visual Basic Programming	4

LIST B: Select one (3 - 4 units) **Units:** 3-4

ECON 14	Personal Finance	3
OR		
BUS 14	Personal Finance	3
MATH 1C	Multivariable Calculus	4
MATH 2	Linear Algebra	3

Associate Degree for Transfer Requirements: **Units:** 0

Units Required for the Major: 18 - 22 **Units:**
Double Counted Units: CSU: 9; IGETC: 9 **Units:**
General Education Requirements: CSU GE: 39; IGETC: 37 **Units:** 37-39
Electives needed to get to 60 Units: CSU: 8 - 12; IGETC: 10 - 14 **Units:**
Total Units for the Degree: 60 Units **Units:**
Total: 55-61

Business Technical Publishing Option CA

This program provides the student with the knowledge and skills needed for a wide variety of careers. Possible jobs include: technical writer, proofreader copy editor, technical content specialist, publishing technology specialist, technical support specialist, graphic designer, and web content writer.

CORE REQUIREMENT: Choose one. **Units:** 2-4

CSIS 1	Computer Literacy - Office Applications	2
CSIS 2	Computers in Business	4

OPTION REQUIREMENTS: Choose at least 6 units. **Units:** 6

CSIS 6	Webpage Authoring	3
OR		
DM 6	Webpage Authoring	3
CSIS 75	Photoshop I - Adobe Photoshop	3
OR		
DM 75	Photoshop I - Adobe Photoshop	3
CSIS 74	Advanced Photoshop	3
OR		
DM 74	Advanced Photoshop	3

CSIS 76	Digital Illustration	3
OR		
DM 76	Digital Illustration	3
CSIS 80	Digital Photography	3
OR		
DM 80	Digital Photography	3
CSIS 85	Web Development and Design	3
OR		
DM 85	Web Development and Design	3

ELECTIVES: Choose electives from the list below so that the core plus additional requirements for the option plus electives equals 18 units. **Units:** 10

ACCT 20	Financial Accounting	4
ACCT 21	Managerial Accounting	4
ACCT 105	Payroll Accounting	3
ACCT 120	Computerized Accounting - QuickBooks	3
OR		
CSIS 120	Computerized Accounting - QuickBooks	3
ACCT 121	Spreadsheet - MS Excel	3
OR		
CSIS 121	Spreadsheet - MS Excel	3
BOT 100	Effective Written and Oral Business Communication	3
OR		
BUS 100	Effective Written and Oral Business Communication	3
BOT 212	Business Computations with Machines	0.5
BOT 291A	Power Skills for the Workplace	1
OR		
BOT 291B	Power Skills for the Workplace	1
OR		
BOT 291C	Power Skills for the Workplace	1
BUS 1	Fundamentals of Business	3
BUS 11	Statistics for Business and Economics	4
OR		
ECON 11	Statistics for Business and Economics	4
OR		
MATH 5	Introduction to Statistics	3
BUS 14	Personal Finance	3
OR		
ECON 14	Personal Finance	3
BUS 80	Business Law	3
CSIS 6	Webpage Authoring	3
OR		
DM 6	Webpage Authoring	3
CSIS 8	Introduction to the Internet	1
CSIS 75	Photoshop I - Adobe Photoshop	3
OR		
DM 75	Photoshop I - Adobe Photoshop	3
CSIS 122	Computer Keyboarding	0.5-2
CSIS 126	Word Processing - MS Word	3
CSIS 128	Database - MS Access	2

CSIS 129	Presentation Graphics - MS PowerPoint	1
OR		
CMUN 129	Presentation Graphics - MS PowerPoint	1
CSIS 212	Keyboard Speed Building	0.5-1
CMUN 12	Business Communication	3
ECON 1	Principles of Macroeconomics	3
ECON 2	Principles of Microeconomics	3

Total: 18-20

Liberal Arts: Business Emphasis AA

The Business emphasis is designed to provide students with a broad background in business.

REQUIREMENTS: **Units:** 18

BUS 1	Fundamentals of Business	3
ECON 1	Principles of Macroeconomics	3
ECON 2	Principles of Microeconomics	3
ACCT 20	Financial Accounting	4
ACCT 21	Managerial Accounting	4
BUS 11	Statistics for Business and Economics	4
BUS 14	Personal Finance	3
BUS 80	Business Law	3
CSIS 1	Computer Literacy - Office Applications	2
CSIS 2	Computers in Business	4
OR		
CSIS 2L	Computers in Business Lab	1
ECON 1	Principles of Macroeconomics	3
ECON 2	Principles of Microeconomics	3
ECON 11	Statistics for Business and Economics	4

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 53-57

Courses

BUS 1—Fundamentals of Business (3.0)
3.0 Lecture. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019.

BUS 11—Statistics for Business and Economics (4.0) A new version of this course will be effective Fall 2020

4.0 Lecture. The use of probability techniques, hypothesis testing, and predictive techniques to facilitate decision-making. Topics include descriptive statistics; probability and sampling distributions; statistical inference; correlation and linear regression; analysis of variance, chi-square and t-tests; statistical analysis including the interpretation of the relevance of the statistical findings. Applications using data from disciplines including business, social science, psychology, life science, health science, and education. Additional and more extensive case studies from business and economics, emphasizing statistical results that provide guidance for business decisions or suggest solutions to contemporary business and economic problems; use of larger data sets analyzed with computer software programs. PREREQUISITE: Math 233, or Math 233A and Math 233B, or Math 235, or Math 240, or Math 242 with a grade of "C" or better. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2016 to Fall 2020.

BUS 11—Statistics for Business and Economics (4.0)

4.0 Lecture. The use of probability techniques, hypothesis testing, and predictive techniques to facilitate decision-making. Topics include descriptive statistics; probability and sampling distributions; statistical inference; correlation and linear regression; analysis of variance, chi-square and t-tests; statistical analysis including the interpretation of the relevance of the statistical findings. Applications using data from disciplines including business, social science, psychology, life science, health science, and education. Additional and more extensive case studies from business and economics, emphasizing statistical results that provide guidance for business decisions or suggest solutions to contemporary business and economic problems; use of larger data sets analyzed with computer software programs. (C-ID: MATH 110) This course is also listed as ECON 11. PREREQUISITE: Intermediate Algebra or the equivalent. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2020.

BUS 14—Personal Finance (3.0) A new version of this course will be effective Fall 2020

3.0 Lecture. This course is designed to assist individuals to analyze their financial affairs for lifelong decision making. Elements and concepts of financial planning and decision making in the areas of budgeting, taxes, borrowing, money management, insurance, investments, retirement, and estate planning will be examined. This course is also listed as ECON 14. This course has the option of a letter grade or pass/no pass. ADVISORY: Math 400 (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2015 to Fall 2020.

BUS 14—Personal Finance (3.0) A new version of this course will be effective Spring 2021

3.0 Lecture. This course is designed to assist individuals to analyze their financial affairs for lifelong decision making. Students examine the social, psychological, and physiological issues related to planning and managing a personal financial plan. Topics include goal setting, budgeting, taxes, borrowing, money management, insurance, investments, retirement, estate planning, and the financial impact of major life events such as marriage and divorce will be examined. This course is also listed as ECON 14. Prerequisite: Skills and knowledge equivalent to Algebra 1 or as determined by the math placement process. (Standard Letter Grade.) Effective: Fall 2020 to Spring 2021.

BUS 14—Personal Finance (3.0)

3.0 Lecture. This course is designed to equip students with specific knowledge and skills enabling them to make sound financial decisions over the course of their life, in order to build and maintain wealth. Students will develop quantitative reasoning and critical analysis abilities, and will apply them to topics including: budgeting, time value of money calculations, financial planning, retirement planning, tax planning and related calculations, investing, credit and credit cards,

insurance, and estate planning. Students will take a hands-on approach to learning by using mathematical reasoning and formulae to solve problems and complete projects. Instructors will provide student-centered activity-based instruction, which emphasizes the conceptual understanding and skills of mathematics and quantitative reasoning to develop competence and confidence in problem solving abilities. This course is also listed as ECON 14. Prerequisite: Skills and knowledge equivalent to Algebra 1 or as determined by the math placement process. (Standard Letter Grade.) Effective: Spring 2021.

BUS 22—Field Work and Service (0.5-1.0)
1.5-3.0 TBA. 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. Previously listed as GBUS 22. REQUIRED: Learning contracts must be filled out and signed by the student and the supervising instructor. (Pass/No Pass.) Effective: Fall 2010.

BUS 23—Independent Study (1.0-2.0)
3.0-6.0 TBA. Designed to afford selected students specialized opportunities for exploring areas at the independent study level. The courses may involve extensive library work, research in the community, or special projects. May be repeated until six units of credit are accrued. This course has the option of a letter grade or pass/no pass. Previously listed as GBUS 23. REQUIRED: The study outline prepared by the student and the instructor must be filed with the department and the dean. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2010.

BUS 80—Business Law (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. Introduction to the law applicable to business institutions and their operations; social forces and their effect upon the development of law; sources of law, agencies for enforcement, and court procedure and administration agencies. Substantive law, that law which includes rights and duties, will include contracts, agency employment relationships, torts and crimes. This course has the option of a letter grade or pass/no pass. Previously listed as GBUS 80. (C-ID: BUS 125) ADVISORY: Eligible for English 250 and English 260. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2015 to Fall 2020.

BUS 80—Business Law (3.0)
3.0 Lecture. Introduction to the law applicable to business institutions and their operations; social forces and their effect upon the development of law; sources of law, agencies for enforcement, and court procedure and administration agencies. Substantive law, that law which includes rights and duties, will include contracts, agency employment relationships, torts and crimes. This course has the option of a letter grade or pass/no pass. Previously listed as GBUS 80. (C-ID: BUS 125) ADVISORY: Eligible for English 250 and English 260. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2020.

BUS 100—Business Correspondence (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. Using word processing software, students will plan, compose, and revise a variety of business documents including letters, emails, reports, and memos. Messages will be analyzed to develop correspondence that is appropriate to the target audience and that is effective and professional. Using presentation graphics software, students will prepare professional level oral reports for a variety of business situations. Also listed as BOT 100. ADVISORY: Eligible for ENGL 250 and ENGL 260. (Standard Letter Grade.) Effective: Spring 2017 to Fall 2020.

BUS 100—Effective Written and Oral Business Communication (3.0)
3.0 Lecture. This course teaches the principles of effective communication as it is applied to the creation of business letters, memos, emails, resumes, and written and oral reports for a variety of business situations. Students will plan, organize, compose, and revise a variety of business documents using word processing software for written documents and presentation graphics software to create and deliver professional level oral reports for a variety of business situations.

Also listed as BUS 100. (C-ID BUS 115.) PREREQUISITE: ENGL 1A. (Standard Letter Grade.) Effective: Fall 2020.

BUS 102—Business Mathematics (3.0) This course will be discontinued effective Fall 2020
3.0 Lecture. Basic concepts of business mathematics with emphasis on problem solving. Covers arithmetic fundamentals, business applications, percentages, merchandising, accounting, and measuring business performance and success. This course has the option of a letter grade or pass/no pass. ADVISORY: Eligible for Mathematics 402 and English 260. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2014 to Fall 2020.

BUS 190—Occupational Work Experience/General Business (1.0-4.0)
3.3-16.7 Lab. 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. Student repetition is allowed per Title 5 Section 55253. Minimum 2.00 GPA. REQUIRED: Declared vocational major. (Pass/No Pass.) Effective: Fall 2016.

BUS 210—Project Management (3.0)
3.0 Lecture. This course will provide students with the project management tools and methods needed to initiate, manage and complete projects. Microsoft Project software will be used. ADVISORY: Knowledge and use of Microsoft Excel or equivalent. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2020.

BUS 700—Entrepreneurship (0.0) A new version of this course will be effective Summer 2021
0.8 Lecture. This course is designed to help students examine their own entrepreneurial skills and gain new ones through introspection. With interactive activities students will learn how to generate, develop and evaluate their own business ideas. In this course students will also be introduced to the concepts of innovative and social entrepreneurship. (Non Credit.) Effective: Summer 2020 to Summer 2021.

BUS 700—Entrepreneurship (0.0)
0.8 Lecture. This course is designed to help students examine their own entrepreneurial skills and gain new ones through introspection. With interactive activities students will learn how to generate, develop and evaluate their own business ideas. In this course students will also be introduced to the concepts of innovative and social entrepreneurship. (Non Credit.) Effective: Summer 2021.

BUS 701—Small Business Ownership (0.0) A new version of this course will be effective Summer 2021
0.8 Lecture. This course will help students gain the skills and commitment necessary to successfully launch an entrepreneurial venture. Students will learn about effective business planning methods, start-up activities and costs, marketing strategies, and financing options. (Non Credit.) Effective: Summer 2019 to Summer 2021.

BUS 701—Small Business Ownership (0.0)
0.8 Lecture. This course will help students gain the skills and commitment necessary to successfully launch an entrepreneurial venture. Students will learn about effective business planning methods, start-up activities and costs, marketing strategies, and financing options. (Non Credit.) Effective: Summer 2021.

BUS 710—Project Management (0.0)
3.0 Lecture. This course will provide students with an overview of project management tools and methods needed to initiate, manage and complete projects in a variety of fields. This project management class is an abbreviated version of the credit project management course and is not eligible for credit. (Non Credit.) Effective: Fall 2020.

Chemistry

Chemistry



ADT: Chemistry AST - CSU Transfer

Chemistry is the study of the properties, composition and chemical transformations of all material substances. It is often referred to as the "central science" since it draws from mathematics and physics and forms a necessary background to the understanding of earth sciences and all the biological disciplines, including the various medical professions.

The Associate of Science Transfer Degree in Chemistry offered at Gavilan College is designed to meet the diverse needs of our students. This program will enable the students to develop a strong foundation in chemistry, as well as an understanding of physics and mathematics. The chemistry courses offered satisfy general education requirements, allied-health sciences, as well as chemistry, biology, physics and engineering majors.

The Chemistry Program provides students the opportunity to obtain a degree upon successful completion of the requirements of the chemistry transfer major. The theoretical knowledge and laboratory skills acquired will prepare the students interested in a seamless transfer into the CSU system, as well as other programs and enhance their success with entry-level employment that require chemistry courses as prerequisites.

REQUIRED CORE: **Units:** 36

CHEM 1A	General Chemistry	5
AND		
CHEM 1B	General Chemistry	5
CHEM 12A	Organic Chemistry	5
AND		
CHEM 12B	Organic Chemistry	5
PHYS 4A	Physics for Scientists and Engineers: Mechanics	4
PHYS 4B	Physics for Scientists and Engineers: Electricity and Magnetism	4
MATH 1A	Single-Variable Calculus and Analytic Geometry	4

AND		
MATH 1B	Single-Variable Calculus and Analytic Geometry	4

Total Units for the Major: 36	**Units:**
Double Counted Units: CSU: 9; IGETC: 9	**Units:**
General Education Requirements: CSU: 33; IGETC 31	**Units:** 31-33
Electives Needed to Get to 60 Units: CSU: 0; IGETC: 2	**Units:**
Total Units for the Degree: 60	**Units:**
	Total: 67-69

Courses

CHEM 1A—General Chemistry (5.0) A new version of this course will be effective Spring 2021
4.0 Lecture, 3.0 Lab. This is the first semester of a year-long general chemistry course designed for science, engineering and pre-professional majors. Topics include properties of matter, atomic structure, the Periodic Table, stoichiometry, elements and compounds, bonding, molecular structure, chemical reactions, states of matter, as well as the properties of gases and solutions. (C-ID: CHEM 110) (C-ID: CHEM 120S: Chem 1A + Chem 1B) ADVISORY: Eligible for English 250 and English 260. PREREQUISITE: Chemistry 30A with a grade of 'C' or better, or high school chemistry with a grade of 'B' or better completed within the last five years, and Mathematics 233 with a grade of 'C' or better. (Standard Letter Grade.) Effective: Fall 2016 to Spring 2021.

CHEM 1A—General Chemistry (5.0)
4.0 Lecture, 3.0 Lab. This is the first semester of a year-long general chemistry course designed for science, engineering and pre-professional majors. Topics include properties of matter, atomic structure, the Periodic Table, stoichiometry, elements and compounds, bonding, molecular structure, chemical reactions, states of matter, as well as the properties of gases and solutions. (C-ID: CHEM 110) (C-ID: CHEM 120S: Chem 1A + Chem 1B) ADVISORY: Eligible for English 250 and English 260. PREREQUISITE: Chemistry 30A with a grade of 'C' or better, or high school chemistry with a grade of 'B' or better completed within the last five years, and Mathematics 233 with a grade of 'C' or better. (Standard Letter Grade.) Effective: Spring 2021.

CHEM 1B—General Chemistry (5.0)
4.0 Lecture, 3.0 Lab. This is the second semester of a year-long general chemistry course designed as a continuation of Chemistry 1A. Topics include solutions, thermodynamics, chemical kenetics, the equilibria of acids and bases, solubility systems, complex ions, electrochemistry, the chemistry of metals and nonmetals, as well as nuclear chemistry. (C-ID: CHEM 120S: Chem 1A + Chem 1B) PREREQUISITE: Chemistry 1A with a grade of C or better. (Standard Letter Grade.) Effective: Fall 2016.

CHEM 12A—Organic Chemistry (5.0) A new version of this course will be effective Spring 2021
3.0 Lecture, 6.0 Lab. This is the first semester of a year-long organic chemistry course designed for chemistry majors, pre-professional medical, biology, and science majors. Topics include nomenclature, stereochemistry, mechanisms, reactions and spectroscopic studies of organic compounds. Lecture and laboratory methods will focus on synthesis, isolation, purification, elucidation, and identification of organic structures, as well as instrumental methods and data interpretation. (C-ID: CHEM 150, CHEM 160S 12A + 12B) PREREQUISITE: Chemistry 1B (Standard Letter Grade.) Effective: Fall 2016 to Spring 2021.

CHEM 12A—Organic Chemistry (5.0)
3.0 Lecture, 6.0 Lab. This is the first semester of a year-long organic chemistry course designed for chemistry majors, pre-professional medical, biology, and science majors. Topics include nomenclature, stereochemistry, mechanisms, reactions and spectroscopic studies of organic compounds. Lecture and laboratory methods will focus on synthesis, isolation, purification, elucidation, and identification of organic structures, as well as instrumental methods and data interpretation. (C-ID: CHEM 150, CHEM 160S) PREREQUISITE: Chemistry 1B (Standard Letter Grade.) Effective: Spring 2021.

CHEM 12B—Organic Chemistry (5.0)
3.0 Lecture, 6.0 Lab. 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. (C-ID: CHEM 160S CHEM 12A+12B) PREREQUISITE: Chemistry 12A (Standard Letter Grade.) Effective: Fall 2016.

CHEM 23—Independent Study (1.0-2.0)
3.0-6.0 TBA. 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 filled with the department and the dean. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2010.

CHEM 30A—Elementary Chemistry (4.0) A new version of this course will be effective Summer 2020
3.0 Lecture, 3.0 Lab. 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. PREREQUISITE: Mathematics 430; eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Spring 2018 to Summer 2020.

CHEM 30A—Elementary Chemistry (4.0)
3.0 Lecture, 3.0 Lab. 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. (C-ID: CHEM 101) PREREQUISITE: Mathematics 430 or skills equivalent to those in an Elementary Algebra course. (Standard Letter Grade.) Effective: Summer 2020.

CHEM 30B—Elementary Organic and Biochemistry (4.0) A new version of this course will be effective Spring 2021
3.0 Lecture, 3.0 Lab. 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. (Standard Letter Grade.) Effective: Spring 2018 to Spring 2021.

CHEM 30B—Elementary Organic and Biochemistry (4.0)

3.0 Lecture, 3.0 Lab. 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. (Standard Letter Grade.) Effective: Spring 2021.

Child Development and Education Studies

Child Development and Education Studies



ADT: CD: Early Childhood Education AS-T CSU Transfer

The Associate in Science in Early Childhood Education for Transfer degree is designed to prepare students for a seamless transfer into the CSU system to complete a baccalaureate degree in Child Development, Early Childhood Education or similar degree. The Associate in Science in Early Childhood Education for Transfer degree is designed to prepare students to work in a variety of early childhood settings. The two year program serves students wishing to work in entry level positions in public and private early childhood programs, as family child care providers, infant toddler care and in after school programs. The two year program serves students working on increased early childhood knowledge, supervised student teaching experiences and fulfillment of a academic requirements for a Child Development Permit at the Associate, Assistant or Teacher level. Completion of the Associate in Science in Early Childhood Education for Transfer degree enables the students to complete the lower division general education requirements as well as the lower division major requirements for a baccalaureate degree in Child Development prior to transferring to a CSU. Students pursuing the transfer degree pursue a variety of careers with young children from birth to ten at the Teacher, Master Teacher, Director or Program Director level. Students also pursue careers in elementary and secondary education, early childhood special education, program administration, school counseling, child psychology, child advocacy, social work, and community services.

REQUIREMENTS: (25 units) **Units:** 25

CD 40	Child Development	3

CD 5	Child/Family and Community	3
CD 1	Principles and Philosophies of Early Childhood Education	3
CD 32	Introduction to Curriculum	3
CD 4	Observing and Assessing Children	3
CD 30A	Practicum I - EC Field Experience/Reflective Practice Seminar	4
CD 9	Child Health/Nutrition and Safety	3
CD 7	Cultural Context of Child and Family in a Diverse Society	3

Associate Degree for Transfer Requirements: **Units:** 0

Units Required for the Major: 25 **Units:**
Double Counted Units: CSU: 6; IGETC: 3 **Units:**
General Education Requirements: **Units:** 37-39
Electives needed to get to 60 Units: CSU: 2; IGETC: 1 **Units:**
Total Units for the Degree: 60 Units **Units:**
Total: 62-64

Child Development AA

The Associate Degree prepares students to transfer to four year colleges and universities and provides an introductory sequence of classes leading to careers in child development and elementary and secondary education. Students completing an A.A. degree are also eligible to apply for a California Child Development permit at the Teacher level. The Child Development Permit Matrix was developed to ensure a career pathway for child development professionals in state or federally funded programs.

Requirements (Core courses not required): **Units:** 35-38

CD 1	Principles and Philosophies of Early Childhood Education	3
CD 2	Early Child Development	3
CD 4	Observing and Assessing Children	3
CD 5	Child/Family and Community	3
CD 7	Cultural Context of Child and Family in a Diverse Society	3
CD 9	Child Health/Nutrition and Safety	3
CD 19	Introduction to Careers with Children	2
CD 20	Children's Language and Literature	3
CD 32	Introduction to Curriculum	3
CD 30A	Practicum I - Early Childhood Field Experience	4
CD 30B	Practicum II: Advanced Early Childhood Field Experience	4
CD 190	Occupational Work Experience/Child Development	1-4

Plus completion of general education requirements **Units:** 24-26

Total: 59-64

Child Development: Early Child Education Spanish CP

The knowledge and skills required for this certificate prepare students to work in child care and development programs in which the children speak Spanish.

Requirements (Core courses not required): **Units:** 17

CD 1	Principles and Philosophies of Early Childhood Education	3
CD 2	Early Child Development	3
CD 5	Child/Family and Community	3
CD 9	Child Health/Nutrition and Safety	3
CD 13	Infant and Toddler Development and Care	3
CD 160	Child Care First Aid and CPR	1
CD 219	Introduction to Child Development en Español	1

Total: 17

Child Development: Child Development and Education Studies CA

The Child Development and Educational Studies Program (CDES) offers students an Associate of Arts degree in two main areas: 1) Child Development: Students completing the Associate Degree in Child Development may apply to become a teacher, master teacher, or site supervisor within the California Child Development and School Age Matrix. 2) Liberal Arts with emphasis in Elementary Education: The Associate Degree in Liberal Arts prepares students to transfer to 4-year colleges and universities, and begins a sequence of classes that leads to careers in child development, and elementary and secondary education.

Required Core: (14) **Units:** 14

CD 1	Principles and Philosophies of Early Childhood Education	3
CD 2	Early Child Development	3
OR		
CD 40	Child Development	3
CD 5	Child/Family and Community	3
OR		
CD 7	Cultural Context of Child and Family in a Diverse Society	3
CD 9	Child Health/Nutrition and Safety	3
CD 19	Introduction to Careers with Children	2

Required Electives: (10) **Units:** 10

CD 4	Observing and Assessing Children	3

CD 5	Child/Family and Community	3
OR		
CD 7	Cultural Context of Child and Family in a Diverse Society	3
CD 10	Children with Special Needs	3
CD 12	Computer Education for Teachers	3
CD 13	Infant and Toddler Development and Care	3
CD 15	Music and Movement for Children	1
CD 16	Exploring Mathematics with Children	1
CD 17	Exploring Science with Children	1
CD 18	The Outdoor Classroom	3
CD 20	Children's Language and Literature-Foundations and Frameworks	3
CD 22	Field Work and Service	0.5-1
CD 23	Independent Study	1-2
CD 32	Introduction to Curriculum	3
CD 97	Introduction to Service Learning with Children	3
CD 98	Special Topics	0.5-3

Total: 14-24

Child Development: Early Interventionist CA

The Early Intervention Assistant Certificate of Achievement is designed to meet the Early Intervention Assistant II requirements of the Individuals with Disabilities Education Act (IDEA) and prepares students to work as early childhood interventionists and special education paraprofessionals at the Early Childhood Intervention Assistant II level. It meets California’s Prevention and Early Intervention’s requirements for state competencies for early childhood paraprofessionals and is appropriate for students who wish to work as assistants or paraprofessionals in early intervention, early childhood special education, or related child development or special education programs serving children with special needs. Students who complete this certificate and sixteen specified units of General Education will be eligible to apply for the California Child Development Teacher Permit, which is issued by the Commission on Teacher Credentialing.

Requirements (Core courses not required): **Units:** 32-35

CD 1	Principles and Philosophies of Early Childhood Education	3
CD 2	Early Child Development	3
CD 5	Child/Family and Community	3
CD 9	Child Health/Nutrition and Safety	3
CD 10	Children with Special Needs	3
CD 13	Infant and Toddler Development and Care	3
CD 19	Introduction to Careers with Children	2
CD 35	Establishing Positive Behavior in the Classroom	3
CD 36	Curriculum Strategies for Inclusive Classrooms	3
CD 160	Child Care First Aid and CPR	1
CD 190	Occupational Work Experience/Child Development	1-4
CD 30A	Practicum I - EC Field Experience/Reflective Practice Seminar	4
OR		

CD 30B	Practicum II: Advanced Early Childhood/TK Field Experience	4

Total: 32-35

Child Development: School Age Childcare CA

The knowledge and skills in this certificate are designed to prepare students to work as leaders in programs for children aged 6-18. Work settings might include before and after school programs, youth sports activities, residential or day camps, dramatic arts programs, youth centers, and academic enrichment

CORE COURSES:.14 units **Units:** 14

CD 1	Principles and Philosophies of Early Childhood Education	3
CD 2	Early Child Development	3
CD 5	Child/Family and Community	3
OR		
CD 7	Cultural Context of Child and Family in a Diverse Society	3
CD 9	Child Health/Nutrition and Safety	3
CD 19	Introduction to Careers with Children	2

ADDITIONAL REQUIREMENTS: **Units:** 10-12

CD 3	Child Growth and Development During the School Years	3
CD 8A	American Education in a Changing World	3
CD 14A	Working with School Age Children	3
CD 14B	Behavior Management&Guidance of School Age Children	3
CD 31	Tutoring School-Age Children	1
CD 97	Introduction to Service Learning with Children	3

Total: 24-26

Liberal Arts: Elementary Education Emphasis AA

This emphasis recognizes that teachers play a vital role in the development of children, introducing them to numbers, language, science, and social studies. Elementary teachers facilitate student learning through interactive class discussions, educational activities, “hands-on” learning, and one-on-one assistance. This emphasis offers a core of interdisciplinary and specialized courses that provide students with the knowledge and skills necessary for communicating concepts to children, and an introduction to social, political and economic issues that influence the field of public education.

REQUIREMENTS: **Units:** 18

CD 8A	American Education in a Changing World	3
OR		

CD 8C	Introduction to Elementary Education	3
CD 8B	Teaching Reading and Writing to Children	3
CD 2	Early Child Development	3
CD 3	Child Growth and Development During the School Years	3
CD 7	Cultural Context of Child and Family in a Diverse Society	3
CD 14A	Working with School Age Children	3
CD 14B	Behavior Management&Guidance of School Age Children	3
CD 31	Tutoring School-Age Children	1
CD 40	Child Development	3
CD 97	Introduction to Service Learning with Children	3
PSYC 2	Early Child Development	3
PSYC 3	Child Growth and Development During the School Years	3
PSYC 7	Cultural Context of Child and Family in a Diverse Society	3
PSYC 40	Child Development	3
AJ 20	Juvenile Law and Procedure	3
AH 3	The Person in the Life Cycle	3
ART 25A	Art Methods	3
OR		
CD 25A	Art Methods	3
ENGL 2F	Children's Literature	3
HIST 3	History of California	3
MATH 12	Mathematics for Elementary Teachers	3
CD 6	Games and Rhythms for Children	3
KIN 6	Games and Rhythms for Children	3
OR		
THEA 2A	Children's Theatre Repertory	3

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 53-57

ADT: Elementary Teacher Education AA-T CSU Transfer

The Associate Degree for Transfer in Elementary Teacher Education prepares students for a seamless transfer into the CSU system to complete a baccalaureate degree in Liberal Studies Elementary Emphasis, Elementary Education, or a similar degree. The Elementary Teacher Education Transfer Degree is designed to prepare students to work in a variety of elementary classroom settings. The program increases the students understanding of education for young children, brain development, school standards, the understanding of multiple subjects (math/science/language/literacy and the social sciences) and public education practices.

Associate Degree for Transfer Requirements:

(1) Completion of 60 semester units that are eligible for transfer to the California State University, including both of the following:

(A) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education - Breadth Requirements.

(B) A minimum of 18 semester units in a major or area of emphasis, as determined by the community college district.

(2) Obtainment of a minimum grade point average of 2.0.

Title 5 section 55063(a) also require that students must earn a C or better in all courses required for the major or area of emphasis, or a "P" if the course was taken on a 'pass-no-pass' basis.

Required Core **Units:** 42-48

Required Core

CD 8C	Introduction to Elementary Education	3
CD 40	Child Development	3
OR		
PSYC 40	Child Development	3
BIO 10	Principles of Biology	4
OR		
BIO 12	Introduction to Human Biology	4
OR		
BIO 15	Survey of Human Anatomy and Physiology	5
CHEM 30A	Elementary Chemistry	4
AND		
PHYS 1	Introduction to Physics	4
GEOL 1	Introduction to Geology	4
OR		
GEOG 1	Physical Geography	3
MATH 12	Mathematics for Elementary Teachers	3
CMUN 1A	Introduction to Public Speaking	3
ENGL 1A	Composition and Reading	4
ENGL 1B	Composition and Literature	3
GEOG 2	Cultural Geography	3
HIST 4A	Global History Before 1500	3
HIST 1	United States History through Reconstruction	3
POLS 1	Introduction to American Government	3

List A: Select one (3-4 units) **Units:** 3

ENGL 1C	Critical Reasoning and Writing	3
OR		
PHIL 4	Critical Thinking and Writing	3

List B: Select one (3 units) **Units:** 3

ART 6	Art Appreciation	3
OR		
MUS 15	Music Appreciation	3

List C: (0-12 units) **Units:** 3

CD 25A	Art Methods	3
OR		

ART 25A	Art Methods	3
OR		
CD 8A	American Education in a Changing World	3
OR		
MATH 14	Math for the Liberal Arts	3
OR		

Total: 51-57

Courses

CD 1—Principles and Practices of Early Childhood Education (3.0)
3.0 Lecture. An overview of the developing child, current theories and research within the context of family, school, and community, and a historical perspective on the development of early childhood programs which are developmentally appropriate. The processes of socialization and identity development will be highlighted. This class is appropriate for students wanting to work with young children in a variety of programs, including infant-toddler, preschool, transitional kindergarten, and kindergarten. Observations in schools are to be arranged. (C-ID: ECE 120) ADVISORY: Eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Fall 2017.

CD 2—Early Child Development (3.0)
3.0 Lecture. This course examines typical and atypical development within the psychosocial, cognitive, and physical domains from conception through the preschool years. Upon completion of this course, students will be able to evaluate theories and research of child development and effectively apply and communicate their understanding through observation and evaluation. This course is also listed as PSYC 2. This course has the option of a letter grade or pass/no pass. (C-ID: CDEV 100: CD 2 + CD 3) ADVISORY: Eligible for English 1A; transfer students consult with advisor. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017.

CD 3—Child Growth and Development During the School Years (3.0) A new version of this course will be effective Fall 2021
3.0 Lecture. This course examines typical and atypical development within the psychosocial, cognitive, and physical domains from middle childhood through adolescence. Upon completion of this course, students will be able to evaluate theories and research of child development and effectively apply and communicate their understanding through observation and evaluation. This course has the option of a letter grade or pass/no pass. This course is also listed as PSYC 3. (C-ID: CDEV 100: CD 2 + CD 3) ADVISORY: Eligible for English 1A; transfer students consult with advisor. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017 to Fall 2021.

CD 3—Child Growth and Development During the School Years (3.0)
3.0 Lecture. This course examines typical and atypical development within the psychosocial, cognitive, and physical domains from middle childhood through adolescence. Upon completion of this course, students will be able to evaluate theories and research of child development and effectively apply and communicate their understanding through observation and evaluation. This course has the option of a letter grade or pass/no pass. This course is also listed as PSYC 3. (C-ID: CDEV 100: CD 2 + CD 3). (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2021.

CD 4—Observing and Assessing Children (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2015 to Fall 2020.

CD 4—Observing and Assessing Children (3.0)
3.0 Lecture. 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) (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2020.

CD 5—Child/Family and Community (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. An examination of the developing child in a societal context focusing on the interrelationship of family, school and community and emphasizing historical and socio-cultural factors. Discussing patterns of development, childrearing, and the value of education in contemporary American society. Highlights the processes of socialization and identity development, showing the importance of respectful, reciprocal relationships that support and empower families and respond to all children's developmental needs. (C-ID: CDEV 110) ADVISORY: Eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Fall 2014 to Fall 2020.

CD 5—Child/Family and Community (3.0)
3.0 Lecture. An examination of the developing child in a societal context focusing on the interrelationship of family, school and community and emphasizing historical and socio-cultural factors. Discussing patterns of development, childrearing, and the value of education in contemporary American society. Highlights the processes of socialization and identity development, showing the importance of respectful, reciprocal relationships that support and empower families and respond to all children's developmental needs. (C-ID: CDEV 110) (Standard Letter Grade.) Effective: Fall 2020.

CD 7—Cultural Context of Child and Family in a Diverse Society (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. 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. (C-ID: ECE 230) ADVISORY: Eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Fall 2015 to Spring 2021.

CD 7—Cultural Context of Child and Family in a Diverse Society (3.0)
3.0 Lecture. 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. (C-ID: ECE 230) (Standard Letter Grade.) Effective: Spring 2021.

CD 8A—American Education in a Changing World (3.0)
3.0 Lecture. This course provides an overview of education in the United States. It examines the issues, problems, and solutions to teaching in a pluralistic society by viewing schools as social institutions that reflect the values and dynamics of a society. It focuses on the history, politics, theories and approaches to teaching culturally and linguistically diverse children and analyzes career opportunities and new directions in education. For students who wish to expand their knowledge of education in America, and those who wish to explore careers in teaching. This course includes a Service Learning component that will encourage students to explore and apply concepts from the class. This course has the option of a letter grade or pass/no pass. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2018.

CD 8B—Teaching Reading and Writing to Children (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. 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 24 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. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2015 to Spring 2021.

CD 8B—Teaching Reading and Writing to Children (3.0)
3.0 Lecture. 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 24 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. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

CD 8C—Introduction to Elementary Education (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. This course introduces students to the concepts and issues related to teaching diverse learners in todayÆs contemporary schools, Kindergarten through grade 12 (K-12). Topics include teaching as a profession and career, historical and philosophical foundations of the American education system, contemporary educational issues, CaliforniaÆs content standards and frameworks, and teacher performance standards. In addition to class time, the course requires a minimum of 45 hours of structured fieldwork in public school elementary classrooms that represent CaliforniaÆs diverse student population, and includes cooperation with at least one carefully selected and campus-approved certificated classroom teacher. ADVISORY: English 1A (Standard Letter Grade.) Effective: Spring 2018 to Fall 2020.

CD 8C—Introduction to Elementary Education (3.0)
3.0 Lecture. This course introduces students to the concepts and issues related to teaching diverse learners in today's contemporary schools, Kindergarten through grade 12 (K-12). Topics include teaching as a profession and career, historical and philosophical foundations of the American education system, contemporary educational issues, California's content standards and frameworks, and teacher performance standards. In addition to class time, the course requires a minimum of 45 hours of structured fieldwork in public school elementary classrooms that represent California's diverse student population, and includes cooperation with at least one carefully selected and campus-approved certificated classroom teacher. (Standard Letter Grade.) Effective: Fall 2020.

CD 9—Child Health/Nutrition and Safety-Foundations and Frameworks (3.0)
3.0 Lecture. The key components that promote physical health, mental health and safety for both children and staff will be identified along with the importance of collaboration with families and health professionals. Introduction to the laws, regulations, standards, policies, procedures, curriculum, and to the health domain of the California Preschool Learning Foundations and Frameworks related to early childhood health habits, safety and nutrition. Focus on integrating the concepts into curriculum planning and program development. Applicable to required or professional development units for Child Development Permit holders, as well as pre-school, transitional

kindergarten, and early-primary teachers. This course may be taken for a letter grade or pass/no pass. (C-ID: ECE 220) ADVISORY: Eligible for English 250 and English 260. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2018.

CD 10—Children with Special Needs (3.0)
3.0 Lecture. An introductory course in 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 influences of history and society, 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 English 260. Completion of CD 2. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019.

CD 11A—Administration of Programs for Young Children (3.0) A new version of this course will be effective Spring 2020
3.0 Lecture. The principles and practices of the organization and administration of early childhood programs. Covers program types, budgets, management, regulations, laws, development and implementation of policies and procedures. examines administrative tools, philosophies, and techniques needed to organize, open and operate an early care and education program. ADVISORY: Child Development 1 and 2 or 40. (Standard Letter Grade.) Effective: Fall 2018 to Spring 2020.

CD 11A—Administration of Programs for Young Children (3.0)
3.0 Lecture. The principles and practices of the organization and administration of early childhood programs. Covers program types, budgets, management, regulations, laws, development and implementation of policies and procedures. Examines administrative tools, philosophies, and techniques needed to organize, open and operate an early care and education program. ADVISORY: Child Development 1 and 2 or 40. (Standard Letter Grade.) Effective: Spring 2020.

CD 11B—Leadership and Administration of Early Childhood Programs (3.0)
A new version of this course will be effective Spring 2020
3.0 Lecture. This course is designed to meet the State Department of Education requirements for directors of publicly funded child development programs, and the Supervisory Child Development Permit. Topics covered include development of personnel policies that reflect the philosophy, goals and objectives of the program; effective strategies for personnel management and leadership; classroom management and record keeping; assessment and curriculum planning; and parent involvement/education. Financial record keeping will be discussed from the perspective of the granting agency. ADVISORY: Completion of 12 units in Child Development or working in an administrative capacity in a children's program. (Standard Letter Grade.) Effective: Fall 2017 to Spring 2020.

CD 11B—Leadership and Administration of Early Childhood Programs (3.0)
A new version of this course will be effective Summer 2020
3.0 Lecture. This course is designed to meet the State Department of Education requirements for directors of publicly funded child development programs, and the Supervisory Child Development Permit. Topics covered include development of personnel policies that reflect the philosophy, goals and objectives of the program; effective strategies for personnel management and leadership; classroom management and record keeping; assessment and curriculum planning; and parent involvement/education. Financial record keeping will be discussed from the perspective of the granting agency. ADVISORY: Completion of 12 units in Child Development or working in an administrative capacity in a children's program. (Standard Letter Grade.) Effective: Spring 2020 to Summer 2020.

CD 11B—Leadership and Administration of Early Childhood Programs (3.0)
3.0 Lecture. This course is designed to meet the State Department of Education requirements for directors of publicly funded child development programs, and the Supervisory Child Development Permit. Topics covered include development of personnel policies that reflect the philosophy, goals

and objectives of the program; effective strategies for personnel management and leadership; classroom management and record keeping; assessment and curriculum planning; and parent involvement/education. Financial record keeping will be discussed from the perspective of the granting agency. ADVISORY: Completion of 12 units in Child Development or working in an administrative capacity in a children's program. (Standard Letter Grade.) Effective: Summer 2020.

CD 11C—Adult Supervision and Mentoring in Early Childhood Program (2.0) A new version of this course will be effective Spring 2020

2.0 Lecture. A study of the methods and principles of supervising student teachers, volunteers, staff and other adults in early childhood programs. Emphasis is on the roles and development of early childhood professionals as mentors and leaders. This course meets the requirement for the State Development Permit matrix:"2 unit adult supervision class"and Mentor Teacher program. Lectures, discussions, in class and out of class activities, role-play simulations, readings, individual and group assignments as well as video 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. (Standard Letter Grade.) Effective: Spring 2018 to Spring 2020.

CD 11C—Adult Supervision and Mentoring in Early Childhood Program (2.0)

2.0 Lecture. A study of the methods and principles of supervising student teachers, volunteers, staff and other adults in early childhood programs. Emphasis is on the roles and development of early childhood professionals as mentors and leaders. This course meets the requirement for the State Development Permit matrix:"2 unit adult supervision class"and Mentor Teacher program. Lectures, discussions, in class and out of class activities, role-play simulations, readings, individual and group assignments as well as video 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. (Standard Letter Grade.) Effective: Spring 2020.

CD 12—Technology Education for Teachers (3.0)

3.0 Lecture. The uses of technology in education. Computer skills and terminology as well as other classroom technology will be taught in the context of teacher education. Students who successfully complete this course will gain general and specific skills and knowledge required to meet the Technology Standard for Multiple and Single Subject Credential Candidates. This course has the option of a letter grade or pass/no pass. This course is also listed as CSIS 9. ADVISORY: CSIS 122 Computer Keyboarding, or equivalent; English 250 with a grade of C or better. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019.

CD 13—Infant and Toddler Development and Care (3.0) A new version of this course will be effective Spring 2021

3.0 Lecture. Students will apply current theory and research to the care and education of infants and toddlers in group settings. Through studying the developmental stages of growth specific to infants and toddlers students will learn how to foster positive techniques for nurturing infants and toddlers in group settings. Students will examine essential policies, principles and practices that lead to quality care and developmentally appropriate curriculum for children birth to 36 months. This course has the option of a letter grade or pass/no pass. ADVISORY: Eligible for English 250 and English 260. Child Development 2. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2018 to Spring 2021.

CD 13—Infant and Toddler Development and Care (3.0)

3.0 Lecture. Students will apply current theory and research to the care and education of infants and toddlers in group settings. Through studying the developmental stages of growth specific to infants and toddlers students will learn how to foster positive techniques for nurturing infants and toddlers in group settings. Students will examine essential policies, principles and practices that lead to quality care and developmentally appropriate curriculum for children birth to 36 months.

This course has the option of a letter grade or pass/no pass. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

CD 14A—Working with School Age Children (3.0)
3.0 Lecture. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2015.

CD 14B—Behavior Management Strategies for School Age Classrooms (3.0)
3.0 Lecture. The nature of children's development stages causes school age children to act in different ways at different ages. This course helps students understand the relationship of development, environment, culture and social circumstances to children's behavior. This is an overview of guidance theories that analyze children's behaviors and lead to strategies for positive changes. This course is appropriate for those working with students in transitional kindergarten, kindergarten, and early education classrooms. This course has the option of a letter grade or pass/no pass. ADVISORY: English 250, English 260, and CD 3 (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2017.

CD 15—Music and Performing Arts for Children-Foundations and Frameworks (1.0)
1.0 Lecture. An introduction to music and the performing arts curriculum within the social, cultural, and developmental context of young children. Provides practical strategies for implementing the curriculum frameworks developed for this domain, including strands of music, drama, and dance. Applicable to required or professional development units for Child Development Permit holders, pre-school, transitional kindergarten, and early-primary teachers. ADVISORY: Eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Spring 2019.

CD 16—Exploring Mathematics with Children-Foundations and Frameworks (1.0)
1.0 Lecture. Introduces math experiences for children and presents an organized, sequential approach for developing a math curriculum. Provides strategies for implementing the California Preschool Learning Foundations and Frameworks developed for this domain. Focuses on including the strands of number sense, algebra and functions, measurement, geometry, and mathematical reasoning. Applicable to required or professional development units for Child Development Permit holders, pre-school, transitional kindergarten, and early-primary teachers. ADVISORY: Eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Spring 2019.

CD 17—Exploring Science with Children-Foundations and Frameworks (1.0)
1.0 Lecture. Learn to teach a coordinated science curriculum covering the strands of scientific inquiry, physical, life, and earth science concepts familiar and interesting to children age 2-8. Provides practical strategies for implementing the curriculum frameworks developed for this domain. Applicable to required or professional development units for Child Development Permit holders, pre-school, transitional kindergarten, and early-primary teachers. ADVISORY: Eligible for English 250 or 260. (Standard Letter Grade.) Effective: Spring 2019.

CD 18—The Outdoor Classroom (3.0)
3.0 Lecture. In light of the evidence linking the lack of nature in children's lives to the rise in obesity, attention disorders, and depression, this course will teach participants how to create developmentally appropriate outdoor play and nature learning experiences for children from birth to age eight, ensure that outdoor environments are accessible and safe, and methodically observe

and assess children's outdoor play. ADVISORY: Eligible for English 250 and 260. (Standard Letter Grade.) Effective: Summer 2018.

CD 19—Introduction to Careers with Children (2.0)
2.0 Lecture. An overview of Department of Social Services and Department of Education regulations regarding early childhood professionals in California. Self-assessment techniques with emphasis on building relationships with children, families and colleagues. National standards, Code of Ethics, Public Policy and CA Early Childhood Foundations will be discussed as essential ingredients for effective early childhood programs. This course has the option of a letter grade or pass/no pass. ADVISORY: Eligible for English 250 and English 260. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2017.

CD 20—Children's Language and Literature-Foundations and Frameworks (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. A developmental view of children's language and literacy learning in a framework of children's literature, including the strands of listening and speaking, reading, and writing. Provides practical considerations for implementing the curriculum frameworks developed for this domain. Applicable to required or professional development units for Child Development Permit holders, pre-school, transitional kindergarten, and early-primary teachers. This course has the option of a letter grade or pass/no pass. ADVISORY: Eligible for English 250 and English 260. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2018 to Fall 2020.

CD 20—Children's Language and Literature-Foundations and Frameworks (3.0)
3.0 Lecture. A developmental view of children's language and literacy learning in a framework of children's literature, including the strands of listening and speaking, reading, and writing. Provides practical considerations for implementing the curriculum frameworks developed for this domain. Applicable to required or professional development units for Child Development Permit holders, pre-school, transitional kindergarten, and early-primary teachers. This course has the option of a letter grade or pass/no pass. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2020.

CD 22—Field Work and Service (0.5-1.0)
1.5-3.0 TBA. 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. REQUIRED: Learning contracts must be filled out and signed by the student and the supervising instructor. (Pass/No Pass.) Effective: Spring 2011.

CD 23—Independent Study (1.0-2.0) A new version of this course will be effective Fall 2020
3.0-6.0 TBA. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2011 to Fall 2020.

CD 23—Independent Study (1.0-2.0)
3.0-6.0 TBA. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2020.

CD 25A—Art Methods (3.0) A new version of this course will be effective Spring 2021

2.0 Lecture, 4.0 Lab. 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. (Standard Letter Grade.) Effective: Fall 2016 to Spring 2021.

CD 25A—Art Methods (3.0)
2.0 Lecture, 4.0 Lab. 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. (Standard Letter Grade.) Effective: Spring 2021.

CD 25B—Art Methods (3.0) A new version of this course will be effective Spring 2021
2.0 Lecture, 4.0 Lab. 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. (Standard Letter Grade.) Effective: Fall 2016 to Spring 2021.

CD 25B—Art Methods (3.0)
2.0 Lecture, 4.0 Lab. 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. (Standard Letter Grade.) Effective: Spring 2021.

CD 28A—Child Development and Guidance for Family Child Care (1.0)
1.0 Lecture. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2013.

CD 28B—Developing Learning Activities for Family Child Care (1.0)
1.0 Lecture. A practical curriculum development course for child care providers. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2013.

CD 28C—Administering A Family Child Care Home (1.0)
1.0 Lecture. Learning to establish and enforce contracts and policies, marketing your business, being professional in a caring profession, child abuse reporting requirements, licensing regulations, and the basics of record keeping techniques for family child care. Six 3-hour sessions, or may be taught on three Saturdays. This course has the option of a letter grade or pass/no pass. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2013.

CD 30A—Practicum I - EC Field Experience/Reflective Practice Seminar (4.0) A new version of this course will be effective Fall 2020
2.0 Lecture, 6.0 Lab. In this course the student will practice and demonstrate developmentally appropriate early childhood program planning and teaching competencies under the supervision of ECE/CD faculty and other qualified early education professionals. Students will utilize practical classroom experiences to make connections between theory and practice, develop professional behaviors, and develop professional behaviors working with children and families. Child centered, play oriented approaches to teaching, learning and assessment; and knowledge of curriculum content areas will be emphasized as student teachers design, implement and evaluate experiences

that promote positive development and learning for all young children. (C-ID: ECE 210) ADVISORY: English 1A. PREREQUISITE: Completion of CD 1, CD 2 or CD/PSDYC 40, CD 5 or CD 7, and CD 32, with a grade of "C" of better. (Standard Letter Grade.) Effective: Fall 2018 to Fall 2020.

CD 30A—Practicum I - EC Field Experience/Reflective Practice Seminar (4.0)
2.0 Lecture, 6.0 Lab. In this course the student will practice and demonstrate developmentally appropriate early childhood program planning and teaching competencies under the supervision of ECE/CD faculty and other qualified early education professionals. Students will utilize practical classroom experiences to make connections between theory and practice, develop professional behaviors, and develop professional behaviors working with children and families. Child centered, play oriented approaches to teaching, learning and assessment; and knowledge of curriculum content areas will be emphasized as student teachers design, implement and evaluate experiences that promote positive development and learning for all young children. (C-ID: ECE 210) ADVISORY: English 1A. PREREQUISITE: Completion of CD 1, CD 2 or CD/PSDYC 40, CD 5 or CD 7, and CD 32, with a grade of "C" of better. (Standard Letter Grade.) Effective: Fall 2020.

CD 30B—Practicum II: Advanced Early Childhood/TK Field Experience (4.0) A new version of this course will be effective Fall 2020
2.0 Lecture, 6.0 Lab. Advance practicum, continuation of CD 30A. Designed for students at the end of their Early Childhood certificate program and/or Transitional Kindergarten certificate program. Student teachers will participate in 108 hours of supervised clinical practice. Designing, developing and implementing contemporary curriculum and instructional methods for early childhood education/transitional kindergarten programs. PREREQUISITE: Completion of Child Development CD 30A with a grade of "C" or higher. (Standard Letter Grade.) Effective: Spring 2019 to Fall 2020.

CD 30B—Practicum II: Advanced Early Childhood/TK Field Experience (4.0)
2.0 Lecture, 6.0 Lab. Advance practicum, continuation of CD 30A. Designed for students at the end of their Early Childhood certificate program and/or Transitional Kindergarten certificate program. Student teachers will participate in 108 hours of supervised clinical practice. Designing, developing and implementing contemporary curriculum and instructional methods for early childhood education/transitional kindergarten programs. PREREQUISITE: Completion of Child Development CD 30A with a grade of "C" or higher. (Standard Letter Grade.) Effective: Fall 2020.

CD 31—Tutoring School-Age Children (1.0)
1.0 Lecture. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2016.

CD 32—Introduction to Curriculum (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. This foundational curriculum course presents an overview of knowledge and skills needed for designing curriculum and environments for infants and young children. Students examine the teacher's role in supporting development, fostering creativity, and modeling a joy of learning for children and parents. Students will design and implement a developmentally appropriate curriculum based on observation and assessments which emphasizes play in the learning centers for language, literacy, social, emotional, sensory, art, perceptual development, math, and science. Students complete an activity portfolio of observations, curriculum/environment plans as well as participate in skill demonstrations and observations. Previously listed as CD 21. (C-ID: ECE 130) ADVISORY: Eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Summer 2015 to Fall 2020.

CD 32—Introduction to Curriculum (3.0)
3.0 Lecture. This foundational curriculum course presents an overview of knowledge and skills needed for designing curriculum and environments for infants and young children. Students examine the teacher's role in supporting development, fostering creativity, and modeling a joy of learning for children and parents. Students will design and implement a developmentally appropriate curriculum based on observation and assessments which emphasizes play in the learning centers for language, literacy, social, emotional, sensory, art, perceptual development, math, and science. Students complete an activity portfolio of observations, curriculum/environment plans as well as participate in skill demonstrations and observations. Previously listed as CD 21. (C-ID: ECE 130) (Standard Letter Grade.) Effective: Fall 2020.

CD 35—Establishing Positive Behavior in the Classroom (3.0)
3.0 Lecture. 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. ADVISORY: Eligible for English 1A. (Standard Letter Grade.) Effective: Spring 2019.

CD 36—Curriculum Strategies for Inclusive Classrooms (3.0)
3.0 Lecture. This course covers curriculum and intervention strategies for working with children with special needs in partnership with their families. Students will use their observation, assessment and communication skills to meet the individualized needs of children in inclusive and natural environments. Includes the role of the teacher as a professional working with families, collaboration with interdisciplinary teams, and cultural competence. ADVISORY: Eligible for English 1A. (Standard Letter Grade.) Effective: Spring 2019.

CD 40—Child Development (3.0)
3.0 Lecture. This course examines the development within the psychosocial, cognitive/language development, and physical domains, both typical and atypical, from conception through adolescence. There will be an emphasis on interactions between maturational processes and environmental factors. While studying developmental theory and investigative research methodologies, students will observe children, evaluate individual differences and analyze characteristics of development at various stages. This course is appropriate for those working with students in transitional kindergarten, kindergarten, and early education classrooms. Also listed as PSYC 40. (C-ID: CDEV 100) ADVISORY: Eligible for English 1A; transfer students consult with advisor. (Standard Letter Grade.) Effective: Fall 2017.

CD 97—Introduction to Service Learning with Children (3.0)
3.0 Lecture. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2016.

CD 98—Special Topics (0.5-3.0) A new version of this course will be effective Fall 2020
0.5-3.0 Lecture. Special topics courses examine current problems or issues of interest to students within a specific discipline area. For topic content information, consult with the appropriate department chairperson. For transfer status, check with a counselor. This course has the option of a letter grade or pass/no pass and may be repeated three times for credit with different topics. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2010 to Fall 2020.

CD 98—Special Topics (0.5-3.0)
0.5-3.0 Lecture. Special topics courses examine current problems or issues of interest to students within a specific discipline area. For topic content information, consult with the appropriate department chairperson. For transfer status, check with a counselor. This course has the option of a

letter grade or pass/no pass and may be repeated three times for credit with different topics. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2020.

CD 160—Child Care First Aid and CPR (1.0) A new version of this course will be effective Fall 2020
1.0 Lecture. First aid training to prepare child care professionals to meet the need of emergencies when medical assistance is delayed. Includes information on the prevention of childhood injuries and the prevention of communicable diseases including HIV/AIDS and the use of Universal Precautions. (Satisfies the California Community Care Licensing requirement for 15 hours of specialized health and safety training.) This is a pass/no pass course. $12.00 course material fee. (Pass/No Pass.) Effective: Fall 2014 to Fall 2020.

CD 160—Child Care First Aid and CPR (1.0)
1.0 Lecture. First aid training to prepare child care professionals to meet the need of emergencies when medical assistance is delayed. Includes information on the prevention of childhood injuries and the prevention of communicable diseases including HIV/AIDS and the use of Standard Precautions. (Satisfies the California Community Care Licensing requirement for 16 hours of specialized health and safety training.) This is a pass/no pass course. $12.00 course material fee. (Pass/No Pass.) Effective: Fall 2020.

CD 190—Occupational Work Experience/Child Development (1.0-4.0) A new version of this course will be effective Fall 2020
3.3-16.7 Lab. 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. Student repetition is allowed per Title 5 Section 55253. Minimum 2.00 GPA. REQUIRED: Declared vocational major. (Pass/No Pass.) Effective: Fall 2016 to Fall 2020.

CD 190—Occupational Work Experience/Child Development (1.0-4.0)
3.3-16.7 Lab. 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. Student repetition is allowed per Title 5 Section 55253. Minimum 2.00 GPA. REQUIRED: Declared vocational major. (Pass/No Pass.) Effective: Fall 2020.

CD 202—Early Child Development en Español (3.0)
3.0 Lecture. This course examines typical and atypical development within the psychosocial, cognitive, and physical domains from conception through the preschool years. Upon completion of this course, students will be able to evaluate theories and research of child development and effectively apply and communicate their understanding through observation and evaluation. COREQUISITE: ESL 704A or 704B, ESL in the Workplace, or ESL/English course based on assessment scores or completion of prerequisites of sequenced ESL/English courses. NOTE: This course will be taught in Spanish. (Standard Letter Grade.) Effective: Fall 2013.

CD 219—Introduction to Child Development en Español (1.0)
1.0 Lecture. This course will orient mono-lingual (Spanish) Child Development students to Gavilan College and the Child Development and Educational Studies (CDES) departments. Students will be provided an overview of campus academic and support services and programs, explore the professional opportunities in the field of Child Development and learn effective strategies for college success. This course has the option of a letter grade or pass/no pass. NOTE: This course is taught in Spanish. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2013.

CD 291A—Power Skills for the Workplace (1.0) A new version of this course will be effective Fall 2020
1.0 Lecture. Power Skills for the Workplace teaches skills vital to workplace success. The topic for 291A is Interpersonal Communication. Need not be taken in sequence. This is a pass/no pass course. Course was previously listed as 191A. (Pass/No Pass.) Effective: Spring 2019 to Fall 2020.

CD 291A—Power Skills for the Workplace (1.0)

1.0 Lecture. Power Skills for the Workplace teaches skills vital to workplace success. The topic for 291A is Interpersonal Communication. Need not be taken in sequence. This is a pass/no pass course. Course was previously listed as 191A. (Pass/No Pass.) Effective: Fall 2020.

CD 291B—Power Skills for the Workplace (1.0)
1.0 Lecture. Power Skills for the Workplace teaches skills vital to workplace success. The topic for 291B is Team Building. Need not be taken is sequence. This is a pass/no pass course. Course was previously listed as 191B. (Pass/No Pass.) Effective: Spring 2019.

CD 291C—Power Skills for the Workplace (1.0)
1.0 Lecture. Power Skills for the Workplace teaches skills vital to workplace success. The topic for 291C is Problem Solving. Need not be taken is sequence. This is a pass/no pass course. Course was previously listed as 191C. (Pass/No Pass.) Effective: Spring 2019.

Child Development and Educational Studies Charts Link:

Child Development Permit

Child Development Matrix Alternating

Child Development Qualification Options Indicated

Communication Studies

Communication Studies



ADT: Communication Studies AA-T - CSU Transfer

Upon completion of the Associate in Arts in Communications Studies for Transfer degree, students will be prepared for pursuing a BA/BS in Communication or Communication Studies.

Required:

(1) Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:

(A) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements.

(B) A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.

(2) Obtainment of a minimum grade point average of 2.0."

ADTs also require that students must earn a C or better in all courses required for the major or area of emphasis. A "P" (Pass) grade is not an acceptable grade for courses in the major.

Program Learning Outcomes:

After completing an Associate in Arts in Communications Studies for Transfer degree, a student will be able to:

1. Apply theory and research findings in communication studies to their professional and personal relationships.
2. Engage in professional public discourse with application of research, organization, reasoning and oral presentation.

Required:		**Units:** 3
CMUN 1A	Introduction to Public Speaking	3
LIST A: Choose two: (6 units)		**Units:** 6
CMUN 8	Interpersonal Communication	3
CMUN 10	Small Group Communication	3
LIST B: Choose two (including any List A course not used above):		**Units:** 6
CMUN 4	Intercultural Communication	3
CMUN 5	Fundamentals of Communication Studies	3
JOUR 10	Mass Media and Society	3
CMUN 2	Oral Interpretation	3
OR		
THEA 4	Oral Interpretation	3
LIST C: Choose one (including any List A or B course not used above):		**Units:** 3
ANTH 3	Introduction to Cultural Anthropology	3
PSYC 10	Introduction to Psychology	3
SOC 1A	Introduction to Sociology	3
ENGL 1B	Composition and Literature	3
ENGL 1C	Critical Reasoning and Writing	3

Units Required for the Major: 18	**Units:**
Double Counted Units:	**Units:**
General Education Requirements: CSU GE: 39; IGETC: 37	**Units:** 37-39
Electives needed to get to 60 Units:	**Units:**
Total Units for the Degree: 60 Units	**Units:**
	Total: 55-57

Communication Studies AA

Communication is a vital part of today's world, whether a skill used professionally, socially or in your personal life. We welcome you to explore one of the many areas of Communication Studies by taking a class at Gavilan College. The Communication Studies AA degree will provide students with the knowledge and skill about human communication that can be applied to various contexts in life. Whether it be improving on public speaking skills, working with a culturally diverse group or developing skills to better communicate ones wants and needs to family and friends, the curriculum is academically structured to meet your needs based on the specific course that you choose.

Core Courses : **Units:** 15

CMUN 1A	Introduction to Public Speaking	3
CMUN 4	Intercultural Communication	3
CMUN 8	Interpersonal Communication	3
CMUN 10	Small Group Communication	3
PSYC 10	Introduction to Psychology	3

ADDITIONAL REQUIREMENTS: **Units:** 6

CMUN 5	Fundamentals of Communication Studies	3
JOUR 10	Mass Media and Society	3
OR		
SOC 10	Mass Media and Society	3
GUID 27	Contemporary Leadership	3
OR		
PSYC 27	Contemporary Leadership	3
OR		
POLS 27	Contemporary Leadership	3
PHIL 4	Critical Thinking and Writing	3
CMUN 6	Introduction to Conflict Resolution	3
OR		
POLS 6	Introduction to Conflict Resolution	3
OR		
PSYC 6	Introduction to Conflict Resolution	3
ANTH 3	Introduction to Cultural Anthropology	3
SOC 1A	Introduction to Sociology	3
SOC 21	Marriage and the Family	3
SOC 4	Sociology of Gender	3

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 56-60

Communication Studies: CA

The knowledge and skills gained by completing this Certificate of Achievement are designed to promote positive communication and increase problem-solving skills in work and personal environments. Those interested in psychology will also benefit.

Choose 4 classes (12 units) from the following list: **Units:** 12

CMUN 1A	Introduction to Public Speaking	3
CMUN 2	Oral Interpretation	3
OR		
THEA 4	Oral Interpretation	3
CMUN 4	Intercultural Communication	3
CMUN 5	Fundamentals of Communication Studies	3
CMUN 8	Interpersonal Communication	3
CMUN 10	Small Group Communication	3
CSIS 129	Presentation Graphics - MS PowerPoint	1
OR		
CMUN 129	Presentation Graphics - MS PowerPoint	1
CMUN 12	Business Communication	3
CMUN 6	Introduction to Conflict Resolution	3

Total: 12

Communication Studies Interpersonal CA

The knowledge and skills gained by completing this Certificate of Achievement are designed to promote positive communication and increase problem-solving skills in work and personal environments.

Choose eighteen (18) units from the following list: **Units:** 18

POLS 6	Introduction to Conflict Resolution	3
OR		
CMUN 6	Introduction to Conflict Resolution	3
OR		
PSYC 6	Introduction to Conflict Resolution	3
POLS 27	Contemporary Leadership	3
OR		
PSYC 27	Contemporary Leadership	3
OR		
GUID 27	Contemporary Leadership	3
CMUN 5	Fundamentals of Communication Studies	3
CMUN 8	Interpersonal Communication	3
PSYC 10	Introduction to Psychology	3
SOC 1A	Introduction to Sociology	3
CMUN 12	Business Communication	3

Total: 18

Courses

CMUN 1A—Introduction to Public Speaking (3.0) A new version of this course will be effective Summer 2020
3.0 Lecture. 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. (Standard Letter Grade.) Effective: Spring 2019 to Summer 2020.

CMUN 1A—Introduction to Public Speaking (3.0)
3.0 Lecture. 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. (Standard Letter Grade.) Effective: Summer 2020.

CMUN 2—Oral Interpretation (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. An introduction to the analysis, preparation and dramatic presentation of literature, including classical and contemporary prose, poetry and drama. Students will prepare, analyze, interpret and present great works of theatre and literature for an audience. This course is also listed as THEA 4. (C-ID: COMM 170) ADVISORY: Eligible for English 1A. (Standard Letter Grade.) Effective: Fall 2019 to Spring 2021.

CMUN 2—Oral Interpretation (3.0)
3.0 Lecture. An introduction to the analysis, preparation and dramatic presentation of literature, including classical and contemporary prose, poetry and drama. Students will prepare, analyze, interpret and present great works of theatre and literature for an audience. This course is also listed as THEA 4. (C-ID: COMM 170) ADVISORY: Eligible for English 1A. (Standard Letter Grade.) Effective: Spring 2021.

CMUN 4—Intercultural Communication (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. 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. (C-ID: COMM 150) (Standard Letter Grade.) Effective: Spring 2015 to Fall 2020.

CMUN 4—Intercultural Communication (3.0) A new version of this course will be effective Fall 2021
3.0 Lecture. 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. (C-ID: COMM 150) (Standard Letter Grade.) Effective: Fall 2020 to Fall 2021.

CMUN 4—Intercultural Communication (3.0)
3.0 Lecture. 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. (C-ID: COMM 150) Also listed as ETHN 4. (Pass/No Pass.) Effective: Fall 2021.

CMUN 5—Fundamentals of Communication Studies (3.0)
3.0 Lecture. This course provides an overview of the history of the communication studies field and areas of specialization with the field as well as communication research methods. 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. (C-ID: COMM 180) ADVISORY: English 250 and English 260. (Standard Letter Grade.) Effective: Spring 2019.

CMUN 6—Introduction to Conflict Resolution (3) ***Review all entries***
Introduction to Conflict Resolution introduces students to non-violent communication skills, conflict resolution, and mediation models. Integrating non-violent theory and practice, students will apply core concepts about the causes of conflict; choose, practice and evaluate communication skills in a variety of settings on campus and in the community; and formulate appropriate conflict resolution strategies based on analysis of varying conflict situations with sensitivity to ethnicity, class, sexuality, and gender influences. They will also develop and practice basic co-mediation skills in formal and informal settings. This course has the option of a letter grade or pass/no pass. This course is also listed as PSYC 6 and POLS 6 ADVISORY: English 250 and English 260. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2016.

CMUN 6—Introduction to Conflict Resolution (3.0)
3.0 Lecture. Introduction to Conflict Resolution introduces students to non-violent communication skills, conflict resolution, and mediation models. Integrating non-violent theory and practice, students will apply core concepts about the causes of conflict; choose, practice and evaluate communication skills in a variety of settings on campus and in the community; and formulate appropriate conflict resolution strategies based on analysis of varying conflict situations with sensitivity to ethnicity, class, sexuality, and gender influences. They will also develop and practice basic co-mediation skills in formal and informal settings. This course has the option of a letter grade or pass/no pass. This course is also listed as PSYC 6 and POLS 6 ADVISORY: English 250 and English 260. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2020.

CMUN 8—Interpersonal Communication (3.0)
3.0 Lecture. This course studies the communication process in an interpersonal (dyadic) setting. This class will explore the ways in which we can improve our communication with others. Verbal and nonverbal messages, self-concept, cultural differences, gender differences, perception, listening and conflict management will be explored. (C-ID: COMM 130) (Standard Letter Grade.) Effective: Spring 2019.

CMUN 10—Small Group Communication (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. 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. (Standard Letter Grade.) Effective: Spring 2016 to Fall 2020.

CMUN 10—Small Group Communication (3.0)
3.0 Lecture. 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) (Standard Letter Grade.) Effective: Fall 2020.

CMUN 12—Business Communication (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. Applies business communication concepts where students create effective documents and visual aids using current technology, present individual and team oral presentations, assess

interpersonal and intercultural environments and evaluate common controversial issues within the workplace. (Standard Letter Grade.) Effective: Spring 2019 to Fall 2020.

CMUN 12—Business Communication (3.0)
3.0 Lecture. Applies business communication concepts where students create effective documents and visual aids using current technology, present individual and team oral presentations, assess interpersonal and intercultural environments and evaluate common controversial issues within the workplace. (Standard Letter Grade.) Effective: Fall 2020.

CMUN 22—Field Work and Service (0.5-1.0)
1.5-3.0 TBA. 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. (Pass/No Pass.) Effective: Spring 2011.

CMUN 23—Independent Study (1.0-2.0)
3.0-6.0 TBA. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2011.

CMUN 129—Presentation Graphics - MS PowerPoint (1.0)
1.0 Lecture. 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. This course is also listed as CSIS 129. ADVISORY: CSIS 126/226 or word processing skills in the Windows environment. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019.

Computer Science and Information Studies

Computer Science and Information Studies



ADT: Computer Science

The Associate in Science in Computer Science for Transfer Degree (AS-T in Computer Science) has been established to assist students in seamlessly transferring from Gavilan College to a California State University (CSU), with the objective of pursuing a baccalaureate degree in computer science. The Associate in Science in Computer Science for Transfer Degree therefore necessarily requires the completion of a general education sequence of courses, as well as specific preparation for upper-division computer science coursework.

Upon completion of the Associate in Science in Computer Science for Transfer Degree, students will be prepared for more advanced upper-division coursework in computer science, and will be able to:

1) Code, debug, document, test, and run programs.

2) Write programs in at least three different programming languages, and compare and contrast the philosophies and comparative advantages of each these languages.

3) Demonstrate professional conduct by meeting project deadlines, and participating in self-managed teams.

4) Create algorithms to solve programming problems, and implement those algorithms.

Required Core: **Units:** 28

CSIS 5	C++ Scientific Programming	3
OR		
CSIS 45	C++ Programming I	3
OR		
CSIS 24	Java Programming I	3
CSIS 46	C++ Programming II	3
OR		
CSIS 27	Java Programming II	3
CSIS 28	Computer Architecture and Organization	3
CSIS 26	Discrete Structures	3
MATH 1A	Single-Variable Calculus and Analytic Geometry	4
MATH 1B	Single-Variable Calculus and Analytic Geometry	4
PHYS 4A	Physics for Scientists and Engineers: Mechanics	4
PHYS 4B	Physics for Scientists and Engineers: Electricity and Magnetism	4

(1) Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following: (A) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements. (B) A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district. (2) Obtainment of a minimum grade point average of 2.0. ADTs also require that students must earn a C or better in all courses required for the major or area of emphasis, or a "P" if the course was taken on a 'pass-no-pass' basis.

Total Units for the Major: 28 **Units:**
Double Counted Units: CSU 7; IGETC: 7 **Units:**
General Education Requirements: CSU: 39; IGETC: 37 **Units:** 37-39
Electives as Needed to get to 60 Units: CSU: 0; IGETC: 2 **Units:**

Total Units for the Degree: 60 **Units:** Total: 65-67

CSIS Business Computer Applications AS

The Computer Applications Option prepares students for positions utilizing a wide variety of popular operating systems and business application software. The computer applications taught are used in most business environments including word processing, spreadsheets, databases, graphics, and desktop publishing. This degree is also appropriate for retraining and for improving promotional opportunities. Career opportunities include general office work, document preparation, technical support, help desk training and support, word processing, administrative secretary and administrative services.

Requirements (Business Core is not required): **Units:** 21

CSIS 1	Computer Literacy - MS Office	2
CSIS 2	Computers in Business	4
CSIS 6	Webpage Authoring	3
OR		
DM 6	Webpage Authoring	3
CSIS 8	Introduction to the Internet	1
CSIS 10	Introduction to Programming using BASIC	3
CSIS 73	Desktop Publishing - Adobe InDesign	3
OR		
DM 73	Desktop Publishing - Adobe InDesign	3
CSIS 75	Photoshop I - Adobe Photoshop	3
OR		
DM 75	Photoshop I - Adobe PhotoShop	3
ACCT 121	Spreadsheet - MS Excel	1-2
CSIS 121	Spreadsheet - MS Excel	1-2
OR		
CSIS 124	Windows Fundamentals	1
CSIS 126	Word Processing - MS Word	2
CSIS 128	Database - MS Access	2
CMUN 129	Presentation Graphics - MS PowerPoint	1
OR		
CSIS 129	Presentation Graphics - MS PowerPoint	1
CSIS 132	Intermediate Word Processing - MS Word	2
CSIS 134	Intermediate Excel	2
CSIS 181	PC Hardware	4
CSIS 182	Operating Systems	4

Students are expected to complete the courses or show competency in skill area. See a counselor regarding the course waiver or substitution process.

Recommended electives: **Units:** 0

CSIS 7	Web Page Authoring II	2
OR		
DM 7	Web Page Authoring II	2
CSIS 73	Desktop Publishing - Adobe InDesign	3
OR		
DM 73	Desktop Publishing - Adobe InDesign	3

General Education Requirements: (35 - 39 Units) **Units:**

Total: 21

CSIS Business Computer Applications CA

The Computer Applications Option prepares students for positions utilizing a wide variety of popular operating systems and business application software. The computer applications taught are used in most business environments including word processing, spreadsheets, databases, graphics, and desktop publishing. This degree is also appropriate for retraining and for improving promotional opportunities. Career opportunities include general office work, document preparation, technical support, help desk training and support, word processing, administrative secretary and administrative services. Transfer Students: Four-year colleges may differ in their major preparation requirements for transfer. Consult with a counselor regarding transfer requirements.

REQUIREMENTS **Units:** 21

CSIS 1	Computer Literacy - Office Applications	2
OR		
CSIS 2	Computers in Business	4
CSIS 6	Webpage Authoring	3
OR		
DM 6	Webpage Authoring	3
CSIS 8	Introduction to the Internet	1
CSIS 10	Introduction to Programming using BASIC	3
CSIS 73	Desktop Publishing - Adobe InDesign	3
OR		
DM 73	Desktop Publishing - Adobe InDesign	3
CSIS 75	Photoshop I - Adobe Photoshop	3
OR		
DM 75	Photoshop I - Adobe PhotoShop	3
CSIS 121	Spreadsheet - MS Excel	1-2
OR		
ACCT 121	Spreadsheet - MS Excel	1-2
CSIS 124	Windows Fundamentals	1
CSIS 126	Word Processing - MS Word	2
CSIS 128	Database - MS Access	2
CMUN 129	Presentation Graphics - MS PowerPoint	1
OR		
CSIS 129	Presentation Graphics - MS PowerPoint	1
CSIS 132	Intermediate Word Processing - MS Word	2
CSIS 134	Intermediate Excel	2
CSIS 181	PC Hardware	4
CSIS 182	Operating Systems	4

Recommended electives: **Units:** 0

CSIS 7	Web Page Authoring II	2
OR		
DM 7	Web Page Authoring II	2
CSIS 73	Desktop Publishing - Adobe InDesign	3
OR		
DM 73	Desktop Publishing - Adobe InDesign	3

Total: 21

CSIS Computer Hardware CP

Students receiving this certificate will have job entry skills in computer hardware repair. Students will be eligible to take the industry A+ hardware exam for certification.

REQUIREMENTS **Units:** 8

CSIS 181	PC Hardware	4
CSIS 182	Operating Systems	4

Recommended electives: **Units:** 0

CSIS 2L	Computers in Business Lab	1
OR		
CSIS 2	Computers in Business	4
CSIS 122	Computer Keyboarding	0.5-2

Total: 8

CSIS Computer Networking AS

Computer Networking is designed to provide entry-level skills and knowledge for students to enter the networking profession. Students will be eligible to take the industry A+ hardware exam. The program also provides a solid foundation in network technology for students who plan to pursue further education in the networking field at a four year college. Career Opportunities: network technician, network maintenance, network help desk, assistant network administrator, PC/network installation.

REQUIREMENTS: **Units:** 24

CSIS 48	UNIX/Linux Operating System	4
CSIS 178	Applied Networking	4
CSIS 179	Introduction to Information Security	4
CSIS 181	PC Hardware	4
CSIS 182	Operating Systems	4
CSIS 183	Introduction to Microsoft Servers	4

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 59-63

CSIS Computer Networking CA

Computer Networking is designed to provide entry-level skills and knowledge for students to enter the networking profession. Students will be eligible to take the industry A+ hardware exam. The program also provides a solid foundation in network technology for students who plan to pursue further education in the networking field at a four year college. Career Opportunities: network technician, network maintenance, network help desk, assistant network administrator, PC/network installation.

REQUIREMENTS: **Units:** 24

CSIS 48	UNIX/Linux Operating System	4
CSIS 178	Applied Networking	4
CSIS 179	Introduction to Information Security	4
CSIS 181	PC Hardware	4
CSIS 182	Operating Systems	4
CSIS 183	Introduction to Microsoft Servers	4

Total: 24

CSIS Computer Networking CP

Computer Networking is designed to provide entry-level skills and knowledge for students to enter the networking profession. Students will be eligible to take the industry A+ hardware exam. The program also provides a solid foundation in network technology for students who plan to pursue further education in the networking field at a four year college. Career Opportunities: network technician, network maintenance, network help desk, assistant network administrator, PC/network installation.

REQUIREMENTS: **Units:** 24

CSIS 48	UNIX/Linux Operating System	4
CSIS 178	Applied Networking	4
CSIS 179	Introduction to Information Security	4
CSIS 181	PC Hardware	4
CSIS 182	Operating Systems	4
CSIS 183	Introduction to Microsoft Servers	4

Total: 24

CSIS Computer Programming AS

This degree focuses on core concepts in computer science, preparing students to transfer to CSUMB, SJSU, UCSC, and other 4-year colleges. Students should consult a counselor and the Gavilan CSIS webpage for information on choosing courses that best meet the requirements for their intended 4-year institution.

Required Courses: **Units:** 9-10

CSIS 45	C++ Programming I	3
OR		
CSIS 24	Java Programming I	3
CSIS 46	C++ Programming II	3
OR		
CSIS 27	Java Programming II	3
CSIS 26	Discrete Structures	3
OR		
CSIS 42	Python Programming	4
OR		
CSIS 48	UNIX/Linux Operating System	4

Electives: Choose additional units for a total 18 units in the major. Different electives are recommended for different transfer institutions. Students should check the requirements of their transfer institution, in consultation with a counselor and the information at www.gavilan.edu/csis **Units:** 8-9

CSIS 28	Computer Architecture and Organization	3
OR		
CSIS 12	Assembly Language Programming	3
AND		
CSIS 12L	Assembly Language Programming Lab	1
CSIS 24	Java Programming I	3
OR		
CSIS 45	C++ Programming I	3
CSIS 51	Visual Basic Programming	4
OR		
CSIS 49	UNIX/Linux Shell Programming	4
OR		
CSIS 44	C# .NET Programming	4
OR		
CSIS 5	C++ Scientific Programming	3
CSIS 42	Python Programming	4
OR		
CSIS 54	Perl Programming	3
AND		
CSIS 54L	Perl Programming Lab	1
CSIS 6	Webpage Authoring	3
OR		
DM 6	Webpage Authoring	3
OR		
CSIS 84	JavaScript Programming	2
OR		
CSIS 160	Game Design	3
OR		
DM 160	Game Design	3
OR		
CSIS 78	Web Sites with SQL and PHP	4

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 52-58

CSIS Computer Programming CA

This certificate focuses on core concepts in computer science. For students who already have work experience or a degree, this certificate offers tools for career transformation and career enhancement. Students who plan to transfer should consult with a counselor and complete the general education requirements for the Computer Programming A.S. degree.

Required Courses: **Units:** 9-10

CSIS 45	C++ Programming I	3
OR		
CSIS 24	Java Programming I	3

CSIS 46	C++ Programming II	3
OR		
CSIS 27	Java Programming II	3
CSIS 26	Discrete Structures	3
OR		
CSIS 42	Python Programming	4
OR		
CSIS 48	UNIX/Linux Operating System	4

Electives: Choose additional units for a total 18 units in the major. Note for students who may plan to transfer in the future: Different electives are recommended for different transfer institutions. Students should check the requirements of their transfer institution, in consultation with a counselor and the information at www.gavilan.edu/csis **Units:** 8-9

CSIS 28	Computer Architecture and Organization	3
OR		
CSIS 12	Assembly Language Programming	3
AND		
CSIS 12L	Assembly Language Programming Lab	1
CSIS 24	Java Programming I	3
OR		
CSIS 45	C++ Programming I	3
CSIS 51	Visual Basic Programming	4
OR		
CSIS 49	UNIX/Linux Shell Programming	4
OR		
CSIS 44	C# .NET Programming	4
OR		
CSIS 5	C++ Scientific Programming	3
CSIS 42	Python Programming	4
OR		
CSIS 54	Perl Programming	3
AND		
CSIS 54L	Perl Programming Lab	1
CSIS 6	Webpage Authoring	3
OR		
DM 6	Webpage Authoring	3
OR		
CSIS 84	JavaScript Programming	2
OR		
CSIS 160	Game Design	3
OR		
DM 160	Game Design	3
CSIS 78	Web Sites with SQL and PHP	4

Total: 17-19

CSIS Programming for the Internet AS

CSIS Programming for the Internet AS

Programming for the Internet prepares students for entry-level positions developing and maintaining Internet and Intranet web pages. The courses prepare students to create, modify, and program web pages, such as those used in electronic commerce. Students will gain knowledge in both technical and artistic sides of this profession. Career Opportunities: web page developer, web programmer, technical support, webmaster

REQUIREMENTS: **Units:** 19-20

CSIS 6	Webpage Authoring	3
OR		
DM 6	Webpage Authoring	3
CSIS 51	Visual Basic Programming	4
CSIS 54	Perl Programming	3
CSIS 54L	Perl Programming Lab	1
CSIS 84	JavaScript Programming	2
CSIS 5	C++ Scientific Programming	3
CSIS 45	C++ Programming I	3
CSIS 7	Web Page Authoring II	2
OR		
DM 7	Web Page Authoring II	2
CSIS 75	Photoshop I - Adobe Photoshop	3
OR		
DM 75	Photoshop I - Adobe PhotoShop	3
DM 85	Web Development and Design	3
OR		
CSIS 85	Web Development and Design	3
DM 110	Interactive Animation: Flash	3
OR		
CSIS 110	Interactive Animation: Flash	3
CSIS 78	Web Sites with SQL and PHP	4

Recommended elective: **Units:** 0

MATH 233	Intermediate Algebra	5

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 54-59

CSIS Programming for the Internet CA

Programming for the Internet prepares students for entry-level positions developing and maintaining Internet and Intranet web pages. The courses prepare students to create, modify, and program web pages, such as those used in electronic commerce. Students will gain knowledge in both technical and artistic sides of this profession. Career Opportunities: web page developer, web programmer, technical support, webmaster

REQUIREMENTS: **Units:** 19-20

CSIS 6	Webpage Authoring	3
OR		

DM 6	Webpage Authoring	3
CSIS 51	Visual Basic Programming	4
CSIS 54	Perl Programming	3
OR		
CSIS 54L	Perl Programming Lab	1
CSIS 84	JavaScript Programming	2
CSIS 5	C++ Scientific Programming	3
CSIS 45	C++ Programming I	3
CSIS 7	Web Page Authoring II	2
OR		
DM 7	Web Page Authoring II	2
CSIS 75	Photoshop I - Adobe Photoshop	3
OR		
DM 75	Photoshop I - Adobe PhotoShop	3
DM 85	Web Development and Design	3
OR		
CSIS 85	Web Development and Design	3
DM 110	Interactive Animation: Flash	3
OR		
CSIS 110	Interactive Animation: Flash	3
CSIS 78	Web Sites with SQL and PHP	4

Recommended elective: **Units:** 0

MATH 233	Intermediate Algebra	5

Total: 19-20

CSIS UNIX Operating System AS

If you are using the web, you are using UNIX, since most large web servers are UNIX systems. The UNIX Operating System Option prepares students for entry-level positions working with UNIX/Linux operating systems. Many of the courses will be needed for students transferring to a 4-year college to study computer science. Students planning to transfer should research lower division major requirements at the transfer destination of their choice. Career Opportunities: UNIX/Linux system administration, webmaster, C/C++ programming

REQUIREMENTS: **Units:** 23-24

CSIS 48	UNIX/Linux Operating System	4
CSIS 49	UNIX/Linux Shell Programming	4
CSIS 18	UNIX/C++ Programming	3
CSIS 18L	UNIX/C++ Programming Lab	1
CSIS 45	C++ Programming I	3
CSIS 5	C++ Scientific Programming	3
CSIS 24	Java Programming I	3
CSIS 46	C++ Programming II	3
CSIS 54	Perl Programming	3
CSIS 54L	Perl Programming Lab	1

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a

counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 58-63

CSIS UNIX Operating System CA

If you are using the web, you are using UNIX, since most large web servers are UNIX systems. The UNIX Operating System Option prepares students for entry-level positions working with UNIX/Linux operating systems. Many of the courses will be needed for students transferring to a 4-year college to study computer science. Students planning to transfer should research lower division major requirements at the transfer destination of their choice. Career Opportunities: UNIX/Linux system administration, webmaster, C/C++ programming

REQUIREMENTS: **Units:** 23-24

CSIS 48	UNIX/Linux Operating System	4
CSIS 49	UNIX/Linux Shell Programming	4
CSIS 18	UNIX/C++ Programming	3
CSIS 18L	UNIX/C++ Programming Lab	1
CSIS 45	C++ Programming I	3
CSIS 5	C++ Scientific Programming	3
CSIS 24	Java Programming I	3
CSIS 46	C++ Programming II	3
CSIS 54	Perl Programming	3
CSIS 54L	Perl Programming Lab	1

Total: 23-24

Liberal Arts: CSIS Emphasis AA

Students will have the opportunity to explore several areas of computer science, including programming, web page design, system administration and desktop publishing.

REQUIREMENTS: **Units:** 18

CD 12	Computer Education for Teachers	3
CSIS 5	C++ Scientific Programming	3
CSIS 6	Webpage Authoring	3
OR		
DM 6	Webpage Authoring	3
CSIS 7	Web Page Authoring II	2
OR		
DM 7	Web Page Authoring II	2
CSIS 8	Introduction to the Internet	1
CSIS 9	Computer Education for Teachers	3
CSIS 10	Introduction to Programming using BASIC	3
CSIS 12	Assembly Language Programming	3
CSIS 12L	Assembly Language Programming Lab	1
CSIS 18	UNIX/C++ Programming	3
CSIS 18L	UNIX/C++ Programming Lab	1
CSIS 24	Java Programming I	3
CSIS 26	Discrete Structures	3
CSIS 43	C Programming	4
CSIS 44	C# .NET Programming	4

CSIS 45	C++ Programming I	3
CSIS 46	C++ Programming II	3
CSIS 47	Visual C++ Programming	3
CSIS 49	UNIX/Linux Shell Programming	4
CSIS 51	Visual Basic Programming	4
CSIS 54	Perl Programming	3
CSIS 54L	Perl Programming Lab	1
CSIS 84	JavaScript Programming	2
CSIS 73	Desktop Publishing - Adobe InDesign	3
OR		
DM 73	Desktop Publishing - Adobe InDesign	3
CSIS 75	Photoshop I - Adobe Photoshop	3
OR		
DM 75	Photoshop I - Adobe PhotoShop	3
DM 74	Advanced PhotoShop	3
OR		
CSIS 74	Advanced PhotoShop	3
DM 76	Digital Illustration	3
OR		
CSIS 76	Digital Illustration	3
DM 77	Introduction to Digital Media and Its Tools	3
OR		
CSIS 77	Introduction to Digital Media and Its Tools	3
DM 80	Digital Photography	3
OR		
CSIS 80	Digital Photography	3
DM 85	Web Development and Design	3
OR		
CSIS 85	Web Development and Design	3
DM 113	Introduction to Digital Video	3
DM 114	Digital Media Production	2

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 53-57

Courses

CSIS 1—Computer Literacy - MS Office (2.0) **A new version of this course will be effective Fall 2020**
2.0 Lecture. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2015 to Fall 2020.

CSIS 1—Computer Literacy - Office Applications (2.0)

2.0 Lecture. An introduction to computer concepts and software applications. Students learn the basics of word processing, spreadsheets, presentation software, and database applications for creating, managing and formatting data. This course has the option of a letter grade or pass/no pass. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2020.

CSIS 2—Computers in Business (4.0) A new version of this course will be effective Spring 2021
3.0 Lecture, 3.0 Lab. Introduction to business information management systems. Topics include database management systems, computer hardware and software, networking, ethics, data security, ecommerce; includes hands-on experience applying these concepts to solve practical business problems using word processing software, spreadsheets, database management systems, presentation graphics and Internet applications. Students cannot receive credit for both CSIS 2 and CSIS 2L. Please see a counselor about degree, certificate, and transfer requirements. This course has the option of a letter grade or pass/no pass. (C-ID: BUS 140) ADVISORY: Eligible for Mathematics 233, English 260 and English 250, and CSIS 122 (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2017 to Spring 2021.

CSIS 2—Computers in Business (4.0)
3.0 Lecture, 3.0 Lab. Introduction to business information management systems. Topics include database management systems, computer hardware and software, networking, ethics, data security, ecommerce; includes hands-on experience applying these concepts to solve practical business problems using word processing software, spreadsheets, database management systems, presentation graphics and Internet applications. Students cannot receive credit for both CSIS 2 and CSIS 2L. Please see a counselor about degree, certificate, and transfer requirements. This course has the option of a letter grade or pass/no pass. (C-ID: BUS 140) ADVISORY: Eligible for Mathematics 233, English 260 and English 250, and CSIS 122 (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

CSIS 2L—Computers in Business Lab (1.0)
3.0 Lab. Hands-on experience solving practical business problems using word processing software, spreadsheets, database management systems, presentation graphics and Internet applications. Students cannot receive credit for both CSIS 2 and CSIS 2L. Please see a counselor about degree, certificate, and transfer requirements. This course has the option of a letter grade or pass/no pass. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2017.

CSIS 3—Research Skills (2.0)
2.0 Lecture. Research and evaluation skills using the Internet and other electronic resources, as well as traditional printed materials. Also listed as LIB 3. This course has the option of a letter grade or pass/no pass. ADVISORY: Eligible for English 250 and 260. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2014.

CSIS 5—C++ Scientific Programming (3.0)
2.0 Lecture, 3.0 Lab. An introduction to computer problem solving and programming using the C++ language for science and engineering majors. Students will write programs for a variety of scientific and mathematical applications. This course has the option of a letter grade or pass/no pass. (C-ID: COMP 122) PREREQUISITE: Mathematics 1A ADVISORY: Completion of CSIS 10. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017.

CSIS 6—Webpage Authoring (3.0)
3.0 Lecture. An introduction to using Hypertext Mark-Up Language (HTML) to create web pages which can be uploaded and displayed on the World Wide Web. Students will use HTML to create web pages with text in various sizes and colors, links to other sites, lists, background color or patterns, graphics, tables and email links. Interactive forms, scripting languages (jQuery for simple animation) and css media queries to make a web page responsive to multiple device sizes will also be covered. This course has the option of a letter grade or pass/no pass. Also listed as DM 6. ADVISORY: CSIS 1 or CSIS 2 or CSIS 3/LIB 3 advised. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2016.

CSIS 7—Web Page Authoring II (2.0)
2.0 Lecture. This course is a continuation of CSIS 6, Web Page Authoring I. Topics that will be covered include XHTML, frames, advanced tables, forms, scripting languages, image maps, Cascading Style Sheets (CSS), and new trends in web page technology. This course has the option of a letter grade or pass/no pass. This course is also listed as DM 7. ADVISORY: CSIS 6 (Option of a standard letter grade or Pass/no pass.) Effective: Summer 2019.

CSIS 8—Introduction to the Internet (1.0)
1.0 Lecture. Topics include networking fundamentals, webpages and HTML, online security basics, and business email etiquette. Students will learn techniques to search efficiently for information and evaluate its credibility. This is a pass/no pass course. (Pass/No Pass.) Effective: Spring 2019.

CSIS 9—Technology Education for Teachers (3.0)
3.0 Lecture. The uses of technology in education. Computer skills and terminology as well as other classroom technology will be taught in the context of teacher education. Students who successfully complete this course will gain general and specific skills and knowledge required to meet the Technology Standard for Multiple and Single Subject Credential Candidates. This course has the option of a letter grade or pass/no pass. This course is also listed as CD 12. ADVISORY: CSIS 122 Computer Keyboarding, or equivalent; English 250 with a grade of C or better. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019.

CSIS 10—Introduction to Programming using BASIC (3.0)
3.0 Lecture. This course is an introduction to programming using BASIC. This course has the option of a letter grade or pass/no pass. ADVISORY: CSIS 1 or CSIS 2 or equivalent experience. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2017.

CSIS 12—Assembly Language Programming (3.0)
3.0 Lecture. Fundamentals of assembly language programming concepts and techniques. Topics include internal representation of data, arithmetic operations, logic statements, and general assembly language commands. Introduce low level language architecture including assemblers, linkage editors, and loaders. This course has the option of a letter grade or pass/no pass. COREQUISITE: CSIS 12L Assembly Language Programming Lab ADVISORY: CSIS 45 (C++ Programming) or programming experience. Math 233 (Intermediate Algebra) (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2016.

CSIS 12L—Assembly Language Programming Lab (1.0)
3.0 Lab. Supplemental practice in coursework associated with this course is provided. Concurrent enrollment in CSIS 12 is required. This is a pass/no pass course. COREQUISITE: CSIS 12 Assembly Language Programming (Pass/No Pass.) Effective: Fall 2016.

CSIS 18—UNIX/C++ Programming (3.0)
3.0 Lecture. An introduction to the C++ programming language and the UNIX operating system. Topics include programming on a UNIX system, including C/C++ language, shell programming, and the interface between C++ and UNIX. This course has the option of a letter grade or pass/no pass. Concurrent enrollment in CSIS 18L is required. COREQUISITE: CSIS 18L UNIX/C++ Programming Lab ADVISORY: CSIS 48 UNIX Operating System, CSIS 10 BASIC Programming or other programming experience. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017.

CSIS 18L—UNIX/C++ Programming Lab (1.0)
3.0 Lab. Supplemental practice in coursework associated with this course is provided. Concurrent enrollment in CSIS 18 is required. This course has the option of a letter grade or pass/no pass. COREQUISITE: CSIS 18 UNIX/C++ Programming (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017.

CSIS 23—Independent Study (1.0-2.0)
3.0-6.0 TBA. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2011.

CSIS 24—Java Programming I (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. Introduction to Java programming. Includes programming fundamentals, program design, and core computer concepts. Covers the basics of object-oriented programming in the Java environment. (C-ID: COMP 122) ADVISORY: CSIS 10 or CSIS 42. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017 to Spring 2021.

CSIS 24—Java Programming I (3.0)
3.0 Lecture. Introduction to Java programming. Includes programming fundamentals, program design, and core computer concepts. Covers the basics of object-oriented programming in the Java environment. (C-ID: COMP 122). ADVISORY: CSIS 42 or comparable programming experience. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

CSIS 26—Discrete Structures (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. Topics covered include set theory, logic, relations and functions, mathematical induction and recursion, combinatorics, discrete probability, trees and graphs, analysis of algorithms, algebraic structures. Emphasis on topics of interest to computer science majors. This course has the option of a letter grade or pass/no pass. (C-ID: COMP 152) PREREQUISITE: CSIS 5 or CSIS 45 or CSIS 46 or CSIS 24 with a grade of 'C' or better. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019 to Spring 2021.

CSIS 26—Discrete Structures (3.0)
3.0 Lecture. Topics covered include set theory, logic, relations and functions, proof techniques, discrete probability, trees and graphs, with an emphasis on their applications and their interest to Computer Science majors. Knowledge of programming concepts and methodology is required. (C-ID: COMP 152) PREREQUISITE: CSIS 45 or CSIS 24 with a grade of 'C' or better. (Standard Letter Grade.) Effective: Spring 2021.

CSIS 27—Java Programming II (3.0)
3.0 Lecture. This course is a continuation of Java Programming I, intended for students majoring in programming and/or planning to transfer to a 4-year college or university. This course will cover topics discussed in Java Programming I in more detail. Emphasis will be placed on implementation and analysis of algorithms and abstract data types: lists, queues, stacks, arrays, trees, priority queues, heaps, tables, hashing, balanced trees, graphs, searching and sorting, and recursion. (C-ID: COMP 132) PREREQUISITE: CSIS 24 Java Programming I, or CSIS 45, or equivalent experience. (Standard Letter Grade.) Effective: Fall 2019.

CSIS 28—Computer Architecture and Organization (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. Introduction to the organization and architecture of computer systems. Mapping of statements and constructs in a high-level language onto sequences of machine instructions is studied, as well as the internal representation of simple data types and structures. Numerical computation is examined with an eye toward possible data representation errors and procedural errors. Throughout the course, students will write short assembly language programs that utilize the concepts being studied. ADVISORY: Some programming experience or programming coursework. (Standard Letter Grade.) Effective: Fall 2016 to Spring 2021.

CSIS 28—Computer Architecture and Organization (3.0)
3.0 Lecture. Introduction to the organization and architecture of computer systems. Mapping of statements and constructs in a high-level language onto sequences of machine instructions is studied, as well as the internal representation of simple data types and structures. Numerical computation is examined with an eye toward possible data representation errors and procedural errors. Throughout the course, students will write short assembly language programs that utilize

the concepts being studied. (C-ID: COMP 142) ADVISORY: Some programming experience or programming coursework. (Standard Letter Grade.) Effective: Spring 2021.

CSIS 42—Python Programming (4.0)
4.0 Lecture. This course is for those new to programming and is the recommended first course to take before taking other programming classes. No previous programming background is assumed. The course introduces students to the fundamental concepts of computer programming using Python. Students will learn the procedural and object- oriented programming design methodology. Topics covered include: output, input, variables, selection, repetition, functions, recursion, lists, strings, file manipulation, internet scripting, regular expressions, data mining and GUI. This course has the option of a letter grade or pass/no pass. (C-ID: COMP 112) (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2017.

CSIS 43—C Programming (4.0)
3.0 Lecture, 3.0 Lab. This course introduces computer programming using the C programming language. Topics include variable and constant declarations, arithmetic operations, selection, input/output operations, repetition, functions and recursion, arrays, pointers, and other related topics. This course has the option of a letter grade or pass/no pass. ADVISORY: CSIS 10 BASIC Programming, CSIS 42 Python Programming,, or other programming experience. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2018.

CSIS 44—C# .NET Programming (4.0)
3.0 Lecture, 3.0 Lab. This class will teach programming using the C# (C Sharp) language provided in the Microsoft .NET framework. Students will learn about variables and constants, expressions and statements, operators and namespaces. Most importantly, students will learn how to create classes and instantiate objects. This course will provide a solid foundation for exploring the .NET framework as well as advanced topics in C#. This course has the option of a letter grade or pass/no pass. ADVISORY: CSIS 45 C++ Programming (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019.

CSIS 45—C++ Programming I (3.0)
2.0 Lecture, 3.0 Lab. An introduction to the concepts and methods of computer programming using C++. Students will be introduced to procedural and object-oriented programming design methodology. Topics covered include variable and constant declarations, selection statements, repetition, functions and recursion, arrays, strings, pointers, and an introduction to classes and objects. This course will prepare students for the Programming II class. This course has the option of a letter grade or pass/no pass. (C-ID: COMP 122) ADVISORY: CSIS 42 (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2017.

CSIS 46—C++ Programming II (3.0)
2.0 Lecture, 3.0 Lab. This course is a continuation of CSIS 45, intended for students majoring in programming and/or planning to transfer to a 4-year college or university Computer Science program. The course will cover topics discussed in CSIS 45 in more detail. In addition the course will cover more advanced C techniques such as pointers, recursion, and linked lists. Special emphasis will be placed on C++ features such as classes, objects, templates and operator overloading. This course has the option of a letter grade or pass/no pass. (C-ID: COMP 132) PREREQUISITE: CSIS 45 or CSIS 5 or CSIS 24 or equivalent. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2019.

CSIS 47—Visual C++ Programming (3.0)
3.0 Lecture. Visual C++ Programming to create professional GUI based applications using app and class wizard, common controls, dialogs, menus, tool bars, status bars, file mechanism, and custom controls. This course has the option of a letter grade or pass/no pass. ADVISORY: CSIS 45 (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019.

CSIS 48—UNIX/Linux Operating System (4.0) A new version of this course will be effective Summer 2020

3.0 Lecture, 3.0 Lab. This course will provide the basics of the UNIX/Linux operating system, including the history and the use of UNIX/Linux with hands-on experience using commands and files. Topics to be covered include basic UNIX/Linux commands, text editing, files and directories, electronic mail, pipes and filters, and shell programming. This course has the option of a letter grade or pass/no pass. ADVISORY: CSIS 1 or CSIS 2 or equivalent computer experience. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017 to Summer 2020.

CSIS 48—UNIX/Linux Operating System (4.0)
3.0 Lecture, 3.0 Lab. This course will provide the basics of the UNIX/Linux operating system, including the history and the use of UNIX/Linux with hands-on experience using commands and files. Topics to be covered include basic UNIX/Linux commands, text editing, files and directories, electronic mail, pipes and filters, and shell programming. This course has the option of a letter grade or pass/no pass. ADVISORY: CSIS 1 or CSIS 2 or equivalent computer experience. (Option of a standard letter grade or Pass/no pass.) Effective: Summer 2020.

CSIS 49—UNIX/Linux Shell Programming (4.0)
3.0 Lecture, 3.0 Lab. A beginning course in UNIX/Linux shell programming using different commands including awk, sed, and Perl. The course will cover theory and concepts including interpretation of different quote characters, shell variables, decision-making commands, and looping mechanism. This course has the option of a letter grade or pass/no pass. ADVISORY: CSIS 48 (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2016.

CSIS 51—Visual Basic Programming (4.0)
3.0 Lecture, 3.0 Lab. An introduction to the GUI software applications using Microsoft Visual Basic. This course will give students the opportunity to learn how to create applications using Visual Basic. This course will show the students how to use forms, boxes, buttons, labels, menus, scroll bars, and drawing objects. Students will develop professional looking and deployable Visual Basic applications. This course has the option of a letter grade or pass/no pass. ADVISORY: CSIS 10 or equivalent. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017.

CSIS 52—Linux, UNIX System Administration (3.0)
3.0 Lecture. This course introduces students to the fundamentals of Linux/UNIX system administration: the setup, configuration and maintenance of Linux/UNIX servers. Topics include managing file systems, devices and user accounts, maintaining system backups and system logs, and basic system security. Students will configure a web-server, install programs, configure networking, and implement basic system security protocols. This course has the option of a letter grade or pass/no pass. ADVISORY: CSIS 48 (Standard Letter Grade.) Effective: Spring 2018.

CSIS 54—Perl Programming (3.0)
3.0 Lecture. Introduction to the interpreted language called PERL, the Practical Extraction and Report Language. Writing of programs that perform various tasks, including text, file and process manipulation. Semantics and syntax of the Perl language, including discussion of the practical kinds of problems that Perl can solve and provides examples. This course has the option of a letter grade or pass/no pass. Concurrent enrollment in CSIS 54L is required. COREQUISITE: CSIS 54L Perl Programming Lab ADVISORY: CSIS 45 C++ Programming or equivalent programming experience. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017.

CSIS 54L—Perl Programming Lab (1.0)
3.0 Lab. Supplemental practice in coursework associated with this course is provided. Concurrent enrollment in CSIS 54 is required. COREQUISITE: CSIS 54 Perl Programming (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017.

CSIS 74—Advanced Photoshop (3.0)
3.0 Lecture. This is an intermediate level course in mastering Adobe's Photoshop software. Students will learn advanced strategies in professional digital editing. Students will apply creative techniques for print, video, animation and the web. Students will develop skills in luminance, color and exposure to optimize images with adjustment layers and masks, and cutting-edge selection techniques. There will be a focus in post processing for landscape, portrait and panoramic imaging

suited for the artist, photographer and design student. This course has the option of a letter grade or pass/no pass. This course is also listed as DM 74. ADVISORY: DM/CSIS 75 Photoshop I (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019.

CSIS 75—Photoshop I - Adobe Photoshop (3.0)
3.0 Lecture. This is an entry level course in mastering Adobe's Photoshop software. Students will learn creative and fundamental processes in professional digital image editing. Hands on lessons provide students with skills to manage today's image libraries. Students will be introduced to Photoshop's Bridge and Camera Raw utilities while crafting state of the art compositions for print, video, animation and the web. There is a focus on basic tonal and color adaptations, digital painting, black and white conversion, special effects, and correction and restoration techniques. This course has the option of a letter grade or pass/no pass. This course is also listed as DM 75. ADVISORY: Familiarity using the Macintosh or Windows operating system. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019.

CSIS 76—Digital Illustration (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. Illustration techniques using computer Bezier curve-based illustration software tools to do diagrams and graphics for use in art, desktop publishing, web graphics, animation, multimedia and computer presentations. This basic Illustrator 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. This 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 DM 76. ADVISORY: CSIS 1 or CSIS 2 or equivalent computer experience. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017 to Spring 2021.

CSIS 76—Digital Illustration (3.0)
3.0 Lecture. Illustration techniques using computer Bezier curve-based illustration software tools to do diagrams and graphics for use in art, desktop publishing, web graphics, animation, multimedia and computer presentations. This basic Illustrator 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. This 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 DM 76. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

CSIS 77—Introduction to Digital Media and Its Tools (3.0) A new version of this course will be effective Fall 2020
2.0 Lecture, 3.0 Lab. 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 DM 77. This course has the option of a letter grade or pass/no pass. ADVISORY: Familiarity using the Macintosh or Windows operating system. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019 to Fall 2020.

CSIS 77—Introduction to Digital Media and Its Tools (3.0)
2.0 Lecture, 3.0 Lab. 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, and text. This course is also listed as DM 77. This course has the option of a letter grade or pass/no pass. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2020.

CSIS 78—Web Sites with SQL and PHP (4.0)
3.0 Lecture, 3.0 Lab. Covers the programming of database-driven, web-based applications (such as an eCommerce web site) using PHP and MySQL. PHP is a powerful language for writing server-side Web applications. MySQL is the world's most popular open source database. Together these two technologies provide a powerful platform for building database-driven Web applications. This course has the option of a letter grade or pass/no pass. ADVISORY: CSIS 128 Database - Access, or equivalent database experience. (Option of a standard letter grade or Pass/no pass.) Effective: Summer 2016.

CSIS 80—Digital Photography (3.0)
2.0 Lecture, 4.0 Lab. 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. ADVISORY: CSIS 1 or CSIS 2/2L or ART 8A or equivalent computer experience. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017.

CSIS 84—JavaScript Programming (2.0) A new version of this course will be effective Spring 2020
2.0 Lecture. Fundamentals of JavaScript client-side programming for Web pages requiring data collection or other user interaction. Students will create Web pages that execute on the client (personal system) using JavaScript. This course has the option of a letter grade or pass/no pass. ADVISORY: CSIS 6 (Option of a standard letter grade or Pass/no pass.) Effective: Summer 2018 to Spring 2020.

CSIS 84—JavaScript Programming (2.0)
2.0 Lecture. Fundamentals of JavaScript client-side programming for Web pages requiring data collection or other user interaction. Students will create Web pages that execute on the client (personal system) using JavaScript. This course has the option of a letter grade or pass/no pass. ADVISORY: CSIS 6 (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2020.

CSIS 85—Web Development and Design (3.0)
3.0 Lecture. Basic and intermediate principles of developing and designing web pages using html editor, content management systems, and/or CSS. Emphasis will be on concept development, interface and navigation design, layout principles and the use of a html editor and CSS to execute, develop and maintain professional Web sites. Topics will include enhanced text formatting, styles and forms. This course also includes the integration of multimedia components such as graphics, sound, animation and video. This course is also listed as DM 85. This course has the option of a letter grade or pass/no pass. ADVISORY: CSIS 6 or knowledge of HTML/CSS. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2017.

CSIS 107—Digital Media Design (3.0) A new version of this course will be effective Spring 2021
2.0 Lecture, 3.0 Lab. Design for visual, time-based, and interactive media and print documents. Concentrates on graphic/visual design, but also includes basic storytelling, information architecture, and human experience design. Applicable to the design and development of business presentations and print products, interactive media, educational multimedia, animation, web sites, video games, and film/video. This course has the option of a letter grade or pass/no pass. Also listed as CSIS 107. ADVISORY: CSIS 1 or CSIS 2/2L or equivalent computer experience. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2016 to Spring 2021.

CSIS 107—Digital Media Design (3.0)
2.0 Lecture, 3.0 Lab. This course explores the application of design principles and concepts across current digital design tools. Students will explore visual design for time-based, digital, and print media. The course seeks to develop students' competencies with the industry standard design tools

of the Adobe Suite, yet recognizes the value of emerging, consumer-based design tools that may allow students to further their understanding, skills and experience. Thus, some current mobile apps may be introduced as examples of the fast paced and ever changing digital 'toolbox' of today's designers. This course has the option of a letter grade or pass/no pass. Also listed as DM 107. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

CSIS 120—Computerized Accounting - QuickBooks (3.0)
3.0 Lecture. 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. This course is also listed as ACCT 120. ADVISORY: CSIS 1 or CSIS 2 or the equivalent computer experience. ACCT 20 or ACCT 101 or ACCT 103 or ACCT 105 or the equivalent accounting experience. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019.

CSIS 121—Spreadsheet - MS Excel (3.0)
3.0 Lecture. This computer spreadsheet software course uses a hands-on approach to learning terms, commands, and applications of a spreadsheet program. It includes creating spreadsheets that utilize formulas, graphing, formatting, database features, and financial business calculations for decision making. 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 basic keyboarding skills. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2019.

CSIS 122—Computer Keyboarding (0.5-2.0) A new version of this course will be effective Spring 2021
1.5-6.0 Lab. A self-paced course for students who wish to master the alphabetic and numeric keyboard on the computer. This course is designed for students who do not know the alphabetic keyboard by "touch" and for those who want to improve their ability to type straight copy with increased speed and accuracy. The course provides "hands-on" instruction to help students reach optimum computer keyboarding skills within a limited time. This is a pass/no pass course. Course may be repeated until 2 units are accrued. (Pass/No Pass.) Effective: Spring 2019 to Spring 2021.

CSIS 122—Computer Keyboarding (0.5-2.0)
1.5-6.0 Lab. A self-paced course for students who wish to master the alphabetic and numeric keyboard on the computer. This course is designed for students who do not know the alphabetic keyboard by "touch" and for those who want to improve their ability to type straight copy with increased speed and accuracy. The course provides "hands-on" instruction to help students reach optimum computer keyboarding skills within a limited time. This is a pass/no pass course. Course may be repeated until 2 units are accrued. (Pass/No Pass.) Effective: Spring 2021.

CSIS 124—Windows Fundamentals (1.0)
1.0 Lecture. This course provides fundamental information on the Windows environment for the computer. Introductory Windows operations and file management are covered. This is a pass/no pass course. ADVISORY: Basic keyboarding skill. (Pass/No Pass.) Effective: Spring 2018.

CSIS 126—Word Processing - MS Word (3.0)
3.0 Lecture. This word processing with Windows course is designed for business and non-business majors. Students will develop word processing skills and then apply these techniques to a variety of different documents: research papers, contracts, reports, surveys, manuscripts, and various types of letters. This course has the option of a letter grade or pass/no pass. ADVISORY: Eligible for English 1A and basic keyboarding skills. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2019.

CSIS 128—Database - MS Access (2.0)
2.0 Lecture. Introduction to Microsoft Access, a relational database management software tool. Students will learn to create and manage a database. This course will help prepare students for taking the Access MOUS (Microsoft Office User Specialist) exams. This course has the option of a

letter grade or pass/no pass. ADVISORY: CSIS 1 or CSIS 2 or equivalent knowledge. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2015.

CSIS 129—Presentation Graphics - MS PowerPoint (1.0)
1.0 Lecture. This introductory course in presentation graphics will use Microsoft Office's "PowerPoint" software to create a computerized presentation (slide show) with text and objects. This course is also listed as CMUN 129. This course has the option of a letter grade or pass/no pass. ADVISORY: CSIS 126/226 or word processing skills in the Windows environment. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019.

CSIS 151—Introduction to XML Authoring (3.0) This course will be discontinued effective Fall 2020
2.0 Lecture, 3.0 Lab. This course provides an introduction and overview of eXtensible Markup Language (XML) and XML related technologies used to develop content and manipulate data for commercial web sites. XML is a revolutionary language which is rapidly becoming a Web development standard for business-to-business transactions, and for database manipulation and searching. The class will cover well-formed and valid XML documents, namespaces, schemas, cascading style sheets (CSS), and XSLT. This course has the option of a letter grade or pass/no pass. ADVISORY: CSIS 6 (Option of a standard letter grade or Pass/no pass.) Effective: Summer 2015 to Fall 2020.

CSIS 160—Game Design (3.0)
3.0 Lecture. Intended for students who want to explore game design and computational media. Compelling successful games are created by developers who have absorbed the fundamental principles of good game design. Students will analyze existing games for their educational and entertainment value, and create their own games using freely available software and game development environments. Key concepts such as game math, textures and materials, geometry and topology, lighting, sound and special effects will be explored. No previous programming experience is necessary. This course has the option of a letter grade or pass/no pass. This course is also listed as DM 160. (Standard Letter Grade.) Effective: Fall 2016.

CSIS 162—Introduction to Database Systems (3.0)
3.0 Lecture. An introduction to database systems, including the design, use and administration of databases. This course has the option of a standard letter grade or pass/no pass. PREREQUISITE: CSIS 45, CSIS 5, or CSIS 24. (Standard Letter Grade.) Effective: Spring 2018.

CSIS 178—Applied Networking (4.0) A new version of this course will be effective Spring 2021
3.0 Lecture, 3.0 Lab. This course covers fundamental networking concepts and develops the skills and knowledge to set up and maintain small business/home networks. The course is not hardware or vendor specific. It helps students prepare for the "Network +" certification exam, an industry-wide, vendor-neutral certification program developed and sponsored by the Computing Technology Industry Association (CompTIA). This course has the option of a letter grade or pass/no pass. ADVISORY: CSIS 124 (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2015 to Spring 2021.

CSIS 178—Applied Networking (4.0)
3.0 Lecture, 3.0 Lab. This course covers fundamental networking concepts and develops the skills and knowledge to set up and maintain small business/home networks. The course is not hardware or vendor specific. It helps students prepare for the "Network +" certification exam, an industry-wide, vendor-neutral certification program developed and sponsored by the Computing Technology Industry Association (CompTIA). This course has the option of a letter grade or pass/no pass. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

CSIS 179—Introduction to Information Security (4.0) A new version of this course will be effective Spring 2021
4.0 Lecture. This course introduces students to network security concepts and prepares them for computer systems and network management duties. This course covers security concepts,

communications and infrastructure security, basic cryptography, and operational and organizational security. This course has the option of a letter grade or pass/no pass. ADVISORY: CSIS 178. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2015 to Spring 2021.

CSIS 179—Introduction to Information Security (4.0)
4.0 Lecture. This course introduces students to network security concepts and prepares them for computer systems and network management duties. This course covers security concepts, communications and infrastructure security, basic cryptography, and operational and organizational security. This course has the option of a letter grade or pass/no pass. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

CSIS 181—PC Hardware (4.0) A new version of this course will be effective Spring 2021
4.0 Lecture. This course examines computing hardware, operating systems, and software applications from a technical side to enable students to select, install, maintain and optimize a computer system. This course will help prepare students to pursue the A+ Hardware Certification. This course has the option of a letter grade or pass/no pass. ADVISORY: CSIS 124, CSIS 1 OR CSIS 2, or equivalent computer experience. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017 to Spring 2021.

CSIS 181—PC Hardware (4.0)
4.0 Lecture. This course examines computing hardware, operating systems, and software applications from a technical side to enable students to select, install, maintain and optimize a computer system. This course will help prepare students to pursue the A+ Hardware Certification. This course has the option of a letter grade or pass/no pass. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

CSIS 182—Operating Systems (4.0)
4.0 Lecture. This course will survey current computer operating systems. Topics include file system management, systems requirements, network systems integration, security, and regular maintenance procedures. This course has the option of a letter grade or pass/no pass. ADVISORY: CSIS 1 or CSIS 2 or equivalent computer experience (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2015.

CSIS 183—Introduction to Microsoft Servers (4.0) A new version of this course will be effective Spring 2021
3.0 Lecture, 3.0 Lab. This course introduces students to the fundamentals of Microsoft Server setup and administration. Topics include managing file systems (including Active Directories), devices, user accounts, backups, and basic security. This course has the option of a letter grade or pass/no pass. ADVISORY: CSIS 182. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2015 to Spring 2021.

CSIS 183—Introduction to Microsoft Servers (4.0)
3.0 Lecture, 3.0 Lab. This course introduces students to the fundamentals of Microsoft Server setup and administration. Topics include managing file systems (including Active Directories), devices, user accounts, backups, and basic security. This course has the option of a letter grade or pass/no pass. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

CSIS 184—Computer Forensics (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. Introduction to computer crime investigation processes. The student is introduced to the hardware, software, networks and devices found in typical home and business settings. Techniques and equipment used to collect evidence, ensure integrity, locate and prepare data for forensic investigation. Covers chain of custody requirements for admissible evidence, data formats for a variety of modern equipment, and recovery of deleted or encrypted information. This course has the option of a letter grade or pass/no pass. This course is also listed as AJ 184. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017 to Spring 2021.

CSIS 184—Computer Forensics (3.0)

3.0 Lecture. Introduction to computer crime investigation processes. The student is introduced to the hardware, software, networks and devices found in typical home and business settings. Techniques and equipment used to collect evidence, ensure integrity, locate and prepare data for forensic investigation. Covers chain of custody requirements for admissible evidence, data formats for a variety of modern equipment, and recovery of deleted or encrypted information. This course has the option of a letter grade or pass/no pass. This course is also listed as AJ 184. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

CSIS 185—Computer Aided Design using SOLIDWORKS (3.0)
3.0 Lecture. This course introduces the computer aided aspects of design, modeling and applications utilizing the SOLIDWORKS software. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2020.

CSIS 190—Occupational Work Experience/Computer Science (1.0-4.0)
3.3-16.7 Lab. 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. Student repetition is allowed per Title 5 Section 55253. Minimum 2.00 GPA. REQUIRED: Declared vocational major. (Pass/No Pass.) Effective: Fall 2016.

CSIS 212—Keyboard Speed Building (0.5-1.0)
1.5-3.0 Lab. This self-paced course is designed for students who know the alphabetic keyboard by touch and who want to develop their keyboarding speed. Students will use a microcomputer to keyboard a series of straight-copy timings, which will enable them to achieve a high level of skill. This is a pass/no pass course. ADVISORY: CSIS 122 or knowledge of keyboard with keyboarding speed of at least 25 wpm. (Pass/No Pass.) Effective: Spring 2019.

Cosmetology/Esthetician

Cosmetology/Esthetician



Cosmetology AS

The Cosmetology Department offers a 1600 hour course of instruction in all areas of cosmetology. It fulfills the requirements set forth by the State of California Department of Consumer Affairs, Board of Barbering and Cosmetology. The Western Association of Schools and Colleges also accredits this program. Gavilan College offers the required hours in a four module sequence of classes. Career opportunities include cosmetologist, assistant stylist, manicurist, color specialist, esthetician, platform artist, educator and salon owner/manager. Students completing the certificate of achievement and AS degree will become eligible to become a vocational instructor by completing a supplemental teacher training course. See a Cosmetology instructor or counselor for details.

REQUIREMENTS: **Units:** 38-48

COS 201	Intermediate Cosmetology	12
COS 200	Beginning Cosmetology	12
COS 202	Advanced Cosmetology	12
COS 203	Practicum	2-12
OR		
COS 207	Contemporary Styling	4.5

Recommended electives: **Units:** 0

COS 205	State Board Review	2

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 73-87

Cosmetology CA

The Cosmetology Department offers a 1600 hour course of instruction in all areas of cosmetology. It fulfills the requirements set forth by the State of California Department of Consumer Affairs, Board of Barbering and Cosmetology. The Western Association of Schools and Colleges also accredits this program. Gavilan College offers the required hours in a four module sequence of classes. Career opportunities include cosmetologist, assistant stylist, manicurist, color specialist, esthetician, platform artist, educator and salon owner/manager. Students completing the certificate of achievement and AS degree will become eligible to become a vocational instructor by completing a supplemental teacher training course. See a Cosmetology instructor or counselor for details.

REQUIREMENTS: **Units:** 38-48

COS 200	Beginning Cosmetology	12
COS 201	Intermediate Cosmetology	12
COS 202	Advanced Cosmetology	12
COS 203	Practicum	2-12
OR		
COS 207	Contemporary Styling	4.5

Recommended electives: **Units:** 0

COS 205	State Board Review	2

Total: 38-48

Esthetician CP

Gavilan College offers a comprehensive skin care program that will meet the State of California Department of Consumer Affairs, Board of Barbering and Cosmetology requirements for licensure. State Licensing requires 600 hours for the practice of Esthetics. Two courses are offered to meet the requirements for Licensure: Scientific Skin Care and Advance Scientific Skin Care. The curriculum includes, but is not limited to, the study of skin, its appendages,massage, masks and peels, use of skin care machines, product knowledge, light therapy, botanical and chemical therapy, sanitation, salon operation, and Cosmetology State Board regulations. Instruction also includes

client services. Scientific Skin Care and Advanced Scientific Skin Care are offered in two consecutive semesters. An additional 6 units in electives is required to receive a Certificate of Achievement of Esthetics.

REQUIREMENTS: **Units:** 16

COS 220	Scientific Skin Care (Esthetics)	8
COS 221	Advanced Scientific Skin Care (Esthetics)	8

Total: 16

Courses

COS 200—Beginning Cosmetology (12.0) A new version of this course will be effective Fall 2020
5.0 Lecture, 21.0 Lab. Fundamental principles of the science/art of beauty culture including hair design, chemical services and cosmetic therapy. ADVISORY: Eligible for English 1A and competency at the Intermediate Algebra Level. (Standard Letter Grade.) Effective: Spring 2019 to Fall 2020.

COS 200—Beginning Cosmetology (12.0)
5.0 Lecture, 21.0 Lab. Fundamental principles of the science/art of beauty culture including hair design, chemical services and cosmetic therapy. ADVISORY: Eligible for English 1A and competency at the Intermediate Algebra Level. (Standard Letter Grade.) Effective: Fall 2020.

COS 201—Intermediate Cosmetology (12.0) A new version of this course will be effective Fall 2020
5.0 Lecture, 21.0 Lab. Extended studies and techniques in tinting, bleaching, permanent waving, soft perming, chemical straightening, pedicuring, waxing, and shaping and styling. PREREQUISITE: Successful completion of Cosmetology 200 with a grade of 'C' of better. ADVISORY: Eligible for English 1A and competency at the Intermediate Algebra Level. (Standard Letter Grade.) Effective: Spring 2019 to Fall 2020.

COS 201—Intermediate Cosmetology (12.0)
5.0 Lecture, 21.0 Lab. Extended studies and techniques in tinting, bleaching, permanent waving, soft perming, chemical straightening, pedicuring, waxing, and shaping and styling. PREREQUISITE: Successful completion of Cosmetology 200 with a grade of 'C' of better. ADVISORY: Eligible for English 1A and competency at the Intermediate Algebra Level. (Standard Letter Grade.) Effective: Fall 2020.

COS 202—Advanced Cosmetology (12.0) A new version of this course will be effective Fall 2020
5.0 Lecture, 21.0 Lab. Advanced techniques in tinting, lightening, hair design and cosmetic chemistry. PREREQUISITE: Completion of COS 200&201. ADVISORY: Eligible for English 1A and competency at the Intermediate Algebra Level. (Standard Letter Grade.) Effective: Spring 2019 to Fall 2020.

COS 202—Advanced Cosmetology (12.0)
5.0 Lecture, 21.0 Lab. Advanced techniques in tinting, lightening, hair design and cosmetic chemistry. PREREQUISITE: Completion of COS 200&201. ADVISORY: Eligible for English 1A and competency at the Intermediate Algebra Level. (Standard Letter Grade.) Effective: Fall 2020.

COS 203—Practicum (0.5-12.0) A new version of this course will be effective Fall 2020
0.0-5.0 Lecture, 0.0-20.0 Lab. Advanced techniques in tinting, lightening, hair and design and cosmetic chemistry. PREREQUISITE: Completion of COS 200, 201 and 202. ADVISORY: Eligible for English 250, 260 and Mathematics 205. (Standard Letter Grade.) Effective: Spring 2015 to Fall 2020.

COS 203—Practicum (0.5-12.0)

0.0-5.0 Lecture, 0.0-20.0 Lab. Advanced techniques in tinting, lightening, hair and design and cosmetic chemistry. PREREQUISITE: Completion of COS 200, 201 and 202. ADVISORY: Eligible for English 250, 260 and Mathematics 205. (Standard Letter Grade.) Effective: Fall 2020.

COS 205—State Board Review (2.0) A new version of this course will be effective Spring 2020
1.0 Lecture, 4.0 Lab. State Board exam procedures and standards. ADVISORY: Cosmetology 201. (Standard Letter Grade.) Effective: Fall 2014 to Spring 2020.

COS 205—State Board Review (2.0) A new version of this course will be effective Fall 2020
1.0 Lecture, 3.0 Lab. State Board exam procedures and standards. ADVISORY: Cosmetology 201. (Standard Letter Grade.) Effective: Spring 2020 to Fall 2020.

COS 205—State Board Review (2.0)
1.0 Lecture, 3.0 Lab. State Board exam procedures and standards. ADVISORY: Cosmetology 201. (Standard Letter Grade.) Effective: Fall 2020.

COS 207—Contemporary Styling (4.5)
8.0 Lecture, 24.0 Lab. Studies and techniques in braiding, weaving, glass nails, silk wrap, individual lash and brow tinting, corrective make-up and low lights. This is a 6 week class offered in summer session only. PREREQUISITE: Satisfactory completion of Cosmetology 200. Intermediate and Advanced cosmetology enrollments only. ADVISORY: Eligible for English 250, 260, and Mathematics 430. (Standard Letter Grade.) Effective: Summer 2019.

COS 220—Scientific Skin Care (Esthetics) (8.0) A new version of this course will be effective Fall 2020
4.4 Lecture, 13.3 Lab. An introductory course designed to provide the skills necessary to be employed as an Esthetician (Facialist). Skills taught include skin care and treatment, cosmetics, and the use of electrical modalities. REQUIRED: 17 years of age, completed 10th grade or equivalent, as per State Board of Cosmetology. (Standard Letter Grade.) Effective: Summer 2016 to Fall 2020.

COS 220—Scientific Skin Care (Esthetics) (8.0)
4.0 Lecture, 13.5 Lab. An introductory course designed to provide the skills necessary to be employed as an Esthetician (Facialist). Skills taught include skin care and treatment, cosmetics, and the use of electrical modalities. REQUIRED: 17 years of age, completed 10th grade or equivalent, as per State Board of Cosmetology. (Standard Letter Grade.) Effective: Fall 2020.

COS 221—Advanced Scientific Skin Care (Esthetics) (8.0) A new version of this course will be effective Fall 2020
4.4 Lecture, 13.3 Lab. An advanced in-depth study and training in the care and treatment of skin, cosmetics and manipulative electrical modalities as required by the State Board of Cosmetology. PREREQUISITE: Completion of COS 220 or equivalent. (Standard Letter Grade.) Effective: Spring 2016 to Fall 2020.

COS 221—Advanced Scientific Skin Care (Esthetics) (8.0)
4.0 Lecture, 13.5 Lab. An advanced in-depth study and training in the care and treatment of skin, cosmetics and manipulative electrical modalities as required by the State Board of Cosmetology. PREREQUISITE: Completion of COS 220 with a grade of C or better. (Standard Letter Grade.) Effective: Fall 2020.

COS 223—Independent Study (1.0-2.0) A new version of this course will be effective Summer 2020
3.0-6.0 TBA. 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. 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 Area Dean. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2014 to Summer 2020.

COS 223—Independent Study (1.0-2.0)
0.5-1.0 Lecture, 1.5-3.0 Lab, 3.0-6.0 TBA. 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. 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 Area Dean. (Option of a standard letter grade or Pass/no pass.) Effective: Summer 2020.

COS 290—Occupational Work Experience/Cosmetology (1.0-4.0)
3.3-16.7 Lab. 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. Student repetition is allowed per Title 5 Section 55253. Minimum 2.00 GPA. REQUIRED: Declared vocational major. (Pass/No Pass.) Effective: Fall 2016.

COS 291A—Power Skills for the Workplace (1.0) A new version of this course will be effective Fall 2020
1.0 Lecture. Power Skills for the Workplace teaches skills vital to workplace success. The topic for 291A is Interpersonal Communication. Need not be taken in sequence. This is a pass/no pass course. (Pass/No Pass.) Effective: Spring 2019 to Fall 2020.

COS 291A—Power Skills for the Workplace (1.0)
1.0 Lecture. Power Skills for the Workplace teaches skills vital to workplace success. The topic for 291A is Interpersonal Communication. Need not be taken in sequence. This is a pass/no pass course. (Pass/No Pass.) Effective: Fall 2020.

COS 291B—Power Skills for the Workplace (1.0)
1.0 Lecture. Power Skills for the Workplace teaches skills vital to workplace success. The topic for 291B is team building. Need not be taken in sequence. This is a pass/no pass course. (Pass/No Pass.) Effective: Spring 2019.

COS 291C—Power Skills for the Workplace (1.0)
1.0 Lecture. Power Skills for the Workplace teaches skills vital to workplace success. The topic for 291C is Problem Solving. Need not be taken in sequence. This is a pass/no pass course. (Pass/No Pass.) Effective: Spring 2019.

Digital Media

Digital Media



Digital Media AA (with options)

Digital Media students learn fundamental concepts, aesthetic principles, and complex techniques applicable to digital media and related programs in multimedia, new media, animation, digital video, and digital design. A variety of degree options explore in detail a desired specialty in this multidisciplinary field.

This degree is for students who are interested in pursuing a career as a Graphic/Visual Designer, Illustrator, Animator, Digital Imaging Specialist, Videographer, Editor/Visual Effects Artist, Web Designer, or Game Designer/Developer. Options available offer a student a path directly to 4 year colleges, to start or enhance a career, or to work as an entry level production specialist.

Required Core: **Units:** 12

DM 75	Photoshop I - Adobe PhotoShop	3
OR		
CSIS 75	Photoshop I - Adobe Photoshop	3
DM 76	Digital Illustration	3
OR		
CSIS 76	Digital Illustration	3
DM 77	Introduction to Digital Media and Its Tools	3
OR		
CSIS 77	Introduction to Digital Media and Its Tools	3
DM 107	Digital Media Design	3
OR		
CSIS 107	Digital Media Design	3

Option in Digital Design and Imaging: (6 Units) **Units:** 6

DM 85	Web Development and Design	3
OR		
CSIS 85	Web Development and Design	3
DM 74	Advanced PhotoShop	3
OR		
CSIS 74	Advanced PhotoShop	3
DM 80	Digital Photography	3
OR		
CSIS 80	Digital Photography	3

Select one of the following Options: **Units:**
Option in Digital Video and Animation: (6 Units) **Units:** 6

DM 60	Introduction to Animation	3
DM 61	3D Animation	3
DM 113	Introduction to Digital Video	3

Option in Interactive Media (6 - 7 Units) **Units:** 6-7

DM 6	Webpage Authoring	3
OR		
CSIS 6	Webpage Authoring	3
CSIS 42	Python Programming	4
CSIS 45	C++ Programming I	3
CSIS 84	JavaScript Programming	2
DM 160	Game Design	3

OR		
CSIS 160	Game Design	3

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Electives as needed to reach 60 Units: **Units:**
Total for the Degree: 60 Units **Units:**

Total: 65-70

DM Digital Design and Imaging CA

Digital Media students learn fundamental concepts, aesthetic principles, and complex techniques applicable to digital media and related programs in multimedia, new media, animation, digital video, and digital design. A variety of certificate options explore in detail a desired specialty in this multidisciplinary field.

These certificates are for students who are interested in pursuing a career as a Graphic/Visual Designer, Illustrator, Animator, Digital Imaging Specialist, Videographer, Editor/Visual Effects Artist, Web Designer, or Game Designer/Developer. The certificate options available offer a student a path directly to start or enhance a career or to work as an entry level production specialist.

CORE COURSES **Units:** 12

DM 75	Photoshop I - Adobe PhotoShop	3
OR		
CSIS 75	Photoshop I - Adobe Photoshop	3
DM 76	Digital Illustration	3
OR		
CSIS 76	Digital Illustration	3
DM 77	Introduction to Digital Media and Its Tools	3
OR		
CSIS 77	Introduction to Digital Media and Its Tools	3
DM 107	Digital Media Design	3
OR		
CSIS 107	Digital Media Design	3

Electives: 6 units - Choose 2 courses **Units:** 6

DM 85	Web Development and Design	3
OR		
CSIS 85	Web Development and Design	3
DM 74	Advanced PhotoShop	3
OR		
CSIS 74	Advanced PhotoShop	3
DM 80	Digital Photography	3
OR		
CSIS 80	Digital Photography	3

Total: 18

DM Digital Video and Animation CA

Digital Media students learn fundamental concepts, aesthetic principles, and complex techniques applicable to digital media and related programs in multimedia, new media, animation, digital video, and digital design. A variety of certificate options explore in detail a desired specialty in this multidisciplinary field.

These certificates are for students who are interested in pursuing a career as a Graphic/Visual Designer, Illustrator, Animator, Digital Imaging Specialist, Videographer, Editor/Visual Effects Artist, Web Designer, or Game Designer/Developer. The certificate options available offer a student a path directly to start or enhance a career or to work as an entry level production specialist.

CORE COURSES **Units:** 12

DM 75	Photoshop I - Adobe PhotoShop	3
OR		
CSIS 75	Photoshop I - Adobe Photoshop	3
DM 76	Digital Illustration	3
OR		
CSIS 76	Digital Illustration	3
DM 77	Introduction to Digital Media and Its Tools	3
OR		
CSIS 77	Introduction to Digital Media and Its Tools	3
DM 107	Digital Media Design	3
OR		
CSIS 107	Digital Media Design	3

ADDITIONAL REQUIREMENTS: Choose 2 courses (6 units) **Units:** 6

DM 61	3D Animation	3
DM 113	Introduction to Digital Video	3
DM 60	Introduction to Animation	3

Total: 18

DM Interactive Media CA

Digital Media students learn fundamental concepts, aesthetic principles, and complex techniques applicable to digital media and related programs in multimedia, new media, animation, digital video, and digital design. A variety of certificate options explore in detail a desired specialty in this multidisciplinary field.

These certificates are for students who are interested in pursuing a career as a Graphic/Visual Designer, Illustrator, Animator, Digital Imaging Specialist, Videographer, Editor/Visual Effects Artist, Web Designer, or Game Designer/Developer. The certificate options available offer a student a path directly to start or enhance a career or to work as an entry level production specialist.

CORE COURSES **Units:** 12

DM 75	Photoshop I - Adobe PhotoShop	3
OR		
CSIS 75	Photoshop I - Adobe Photoshop	3
DM 76	Digital Illustration	3

OR		
CSIS 76	Digital Illustration	3
DM 77	Introduction to Digital Media and Its Tools	3
OR		
CSIS 77	Introduction to Digital Media and Its Tools	3
DM 107	Digital Media Design	3
OR		
CSIS 107	Digital Media Design	3

ADDITIONAL REQUIREMENTS: Choose 9 units from the following: **Units:** 6-7

DM 6	Webpage Authoring	3
OR		
CSIS 6	Webpage Authoring	3
CSIS 42	Python Programming	4
CSIS 45	C++ Programming I	3
CSIS 84	JavaScript Programming	2
DM 160	Game Design	3
OR		
CSIS 160	Game Design	3

Total: 18-19

Courses

DM 6—Webpage Authoring (3.0)
3.0 Lecture. An introduction to using Hypertext Mark-Up Language (HTML) to create web pages which can be uploaded and displayed on the World Wide Web. Students will use HTML to create web pages with text in various sizes and colors, links to other sites, lists, background color or patterns, graphics, tables and email links. Interactive forms, scripting languages (jQuery for simple animation) and css media queries to make a web page responsive to multiple devices sizes will also be covered. This course has the option of a letter grade or pass/no pass. Also listed as CSIS 6. ADVISORY: CSIS 1 or CSIS 2 or CSIS 3/LIB 3 advised. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2016.

DM 7—Web Page Authoring II (2.0)
2.0 Lecture. This course is a continuation of CSIS 6, Web Page Authoring I. Topics that will be covered include XHTML, frames, advanced tables, forms, scripting languages, image maps, Cascading Style Sheets (CSS), and new trends in web page technology. This course has the option of a letter grade or pass/no pass. This course is also listed as CSIS 7. ADVISORY: CSIS 6 (Option of a standard letter grade or Pass/no pass.) Effective: Summer 2019.

DM 22—Field Work and Service (0.5-1.0)
1.5-3.0 TBA. 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. (Pass/No Pass.) Effective: Spring 2011.

DM 23—Independent Study (1.0-2.0)
3.0-6.0 TBA. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2011.

DM 60—Introduction to Animation (3.0) A new version of this course will be effective Fall 2020
2.0 Lecture, 3.0 Lab. Following the fascinating history and culture of animation, the fundamentals, styles, and aesthetics of animation are explored. A variety of production techniques and technology such as Cel Animation, claymation, rotoscoping, stop motion, Telecomics, and finally ending in the use of computers for 3D, modeling and animation are discussed and used for a variety of required projects. Students will have an introduction to modeling, texturizing, rigging, and animation using industry standard software. Useful for those interested in animation for video/film, web, art or game design. This course has the option of a letter grade or pass/no pass. ADVISORY: Basic computer skills. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2015 to Fall 2020.

DM 60—Introduction to Animation (3.0)
2.0 Lecture, 3.0 Lab. Following the fascinating history and culture of animation, the fundamentals, styles, and aesthetics of animation are explored. A variety of production techniques and technology such as Cel Animation, claymation, rotoscoping, stop motion, Telecomics, and finally ending in the use of computers for 3D, modeling and animation are discussed and used for a variety of required projects. Students will have an introduction to modeling, texturizing, rigging, and animation using industry standard software. Useful for those interested in animation for video/film, web, art or game design. This course has the option of a letter grade or pass/no pass. ADVISORY: Basic computer skills. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2020.

DM 61—3D Animation (3.0)
2.0 Lecture, 3.0 Lab. This class addresses the fundamentals of 3D animation including character modeling, soundtrack synchronization, advanced shading, lighting, rendering and compositing techniques. May include topics such as particles, dynamics, and scripting. This course has the option of a letter grade or pass/no pass. ADVISORY: DM 60 or equivalent experience. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017.

DM 74—Advanced Photoshop (3.0)
3.0 Lecture. This is an intermediate level course in mastering Adobe's Photoshop software. Students will learn advanced strategies in professional digital editing. Students will apply creative techniques for print, video, animation and the web. Students will develop skills in luminance, color and exposure to optimize images with adjustment layers and masks, and cutting-edge selection techniques. There will be a focus in post processing for landscape, portrait and panoramic imaging suited for the artist, photographer and design student. This course has the option of a letter grade or pass/no pass. This course is also listed as CSIS 74. ADVISORY: DM/CSIS 75 Photoshop I. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019.

DM 75—Photoshop I - Adobe Photoshop (3.0)
3.0 Lecture. This is an entry level course in mastering Adobe's Photoshop software. Students will learn creative and fundamental processes in professional digital image editing. Hands on lessons provide students with skills to manage today's image libraries. Students will be introduced to Photoshop's Bridge and Camera Raw utilities while crafting state of the art compositions for print, video, animation and the web. There is a focus on basic tonal and color adaptations, digital painting, black and white conversion, special effects, and correction and restoration techniques. This course has the option of a letter grade or pass/no pass. This course is also listed as CSIS 75. ADVISORY: Familiarity using the Macintosh or Windows operating system. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019.

DM 76—Digital Illustration (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. Illustration techniques using computer Bezier curve-based illustration software tools to do diagrams and graphics for use in art, desktop publishing, web graphics, animation, multimedia, and computer presentations. This basic Illustrator 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. ADVISORY: CSIS 1 or CSIS 2 or equivalent computer experience. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017 to Spring 2021.

DM 76—Digital Illustration (3.0)
3.0 Lecture. Illustration techniques using computer Bezier curve-based illustration software tools to do diagrams and graphics for use in art, desktop publishing, web graphics, animation, multimedia, and computer presentations. This basic Illustrator 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. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

DM 77—Introduction to Digital Media and Its Tools (3.0) A new version of this course will be effective Spring 2021
2.0 Lecture, 3.0 Lab. 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. This course has the option of a letter grade or pass/no pass. ADVISORY: Familiarity using the Macintosh or Windows operating system. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019 to Spring 2021.

DM 77—Introduction to Digital Media and Its Tools (3.0)
2.0 Lecture, 3.0 Lab. 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, and text. This course is also listed as CSIS 77. This course has the option of a letter grade or pass/no pass. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

DM 80—Digital Photography (3.0)
2.0 Lecture, 4.0 Lab. 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 CSIS 80. ADVISORY: CSIS 1 or CSIS 2/2L or ART 8A or equivalent computer experience. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2015.

DM 85—Web Development and Design (3.0)
3.0 Lecture. Basic and intermediate principles of developing and designing web pages using html editor, content management systems, and/or CSS. Emphasis will be on concept development, interface and navigation design, layout principles and the use of a html editor and CSS to execute, develop and maintain professional Web sites. Topics will include enhanced text formatting, styles and forms. This course also includes the integration of multimedia components such as graphics, sound, animation and video. This course is also listed as CSIS 85. This course has the option of a letter grade or pass/no pass. ADVISORY: CSIS 6 or knowledge of HTML/CSS. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2017.

DM 98—Special Topics (0.5-3.0)

0.5-3.0 Lecture. Special topics courses examine current problems or issues of interest to students within a specific discipline area. For topical content information, consult with the appropriate department chairperson. For transfer status, check with a counselor. May be repeated for credit with different topics. This course has the option of a letter grade or pass/no pass. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2011.

DM 107—Digital Media Design (3.0) A new version of this course will be effective Spring 2021
2.0 Lecture, 3.0 Lab. Design for visual, time-based, and interactive media and print documents. Concentrates on graphic/visual design, but also includes basic storytelling, information architecture, and human experience design. Applicable to the design and development of business presentations and print products, interactive media, educational multimedia, animation, web sites, video games, and film/video. This course has the option of a letter grade or pass/no pass. Also listed as CSIS 107. ADVISORY: CSIS 1 or CSIS 2/2L or equivalent computer experience. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2016 to Spring 2021.

DM 107—Digital Media Design (3.0)
2.0 Lecture, 3.0 Lab. This course explores the application of design principles and concepts across current digital design tools. Students will explore visual design for time-based, digital, and print media. The course seeks to develop students' competencies with the industry standard design tools of the Adobe Suite, yet recognizes the value of emerging, consumer-based design tools that may allow students to further their understanding, skills and experience. Thus, some current mobile apps may be introduced as examples of the fast paced and ever changing digital 'toolbox' of today's designers. This course has the option of a letter grade or pass/no pass. Also listed as CSIS 107. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

DM 113—Introduction to Digital Video (3.0)
2.0 Lecture, 3.0 Lab. Introduction to the aesthetic and technical aspects of single camera digital video recording, non-linear editing, visual effect generation and production of video (and associated audio) using DSLR's and smart phones plus software such as Boords, FilmIC, iMovie, Premier, Final Cut Pro, Motion and After Effects and an introduction to Camtasia. Also considered will be preparation of the video for distribution through on-line channels such as mobile devices and the Internet (e.g. YouTube). Students will develop a full video project, including idea development, story boarding, script development, video shooting, editing, and voice over recording in preparation for their final project. This course has the option of a letter grade or pass/no pass. ADVISORY: CSIS 1 or CSIS 2/2L or equivalent computer experience. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2019.

DM 160—Game Design (3.0)
3.0 Lecture. Intended for students who want to explore game design and computational media. Compelling successful games are created by developers who have absorbed the fundamental principles of good game design. Students will analyze existing games for their educational and entertainment value, and create their own games using freely available software and game development environments. Key concepts such as game math, textures and materials, geometry and topology, lighting, sound and special effects will be explored. No previous programming experience is necessary. This course has the option of a letter grade or pass/no pass. This course is also listed as CSIS 160. (Standard Letter Grade.) Effective: Fall 2016.

Economics

Economics



ADT - Economics AA-T - CSU Transfer

The Associate in Arts in Economics for Transfer Degree (AA-T) has been established to assist students in seamlessly transferring from Gavilan College to a California State University (CSU), with the objective of pursuing a baccalaureate degree in economics. The AA-T therefore necessarily requires the completion of a general education sequence of courses, as well as specific preparation for upper division economics coursework.

REQUIREMENTS: **Units:** 12-14

ECON 1	Principles of Macroeconomics	3
ECON 2	Principles of Microeconomics	3
MATH 5	Introduction to Statistics	3
OR		
ECON 11	Statistics for Business and Economics	4
OR		
BUS 11	Statistics for Business and Economics	4
MATH 6	Calculus for Business/Social Science	3
OR		
MATH 1A	Single-Variable Calculus and Analytic Geometry	4

LIST A: Select one (3-8 units) **Units:** 3-4

MATH 7	Finite Mathematics	3
MATH 1B	Single-Variable Calculus and Analytic Geometry	4
ACCT 20	Financial Accounting	4
ACCT 21	Managerial Accounting	4
CSIS 2	Computers in Business	4
BUS 100	Effective Written and Oral Business Communication	3
CSIS 51	Visual Basic Programming	4

LIST B: Select one (3 - 4 units) **Units:** 3-4

ECON 14	Personal Finance	3
OR		
BUS 14	Personal Finance	3
MATH 1C	Multivariable Calculus	4
MATH 2	Linear Algebra	3

Associate Degree for Transfer Requirements: **Units:** 0

Units Required for the Major: 18 - 22 **Units:**

Double Counted Units: CSU: 9; IGETC: 9	**Units:**
General Education Requirements: CSU GE: 39; IGETC: 37	**Units:** 37-39
Electives needed to get to 60 Units: CSU: 8 - 12; IGETC: 10 - 14	**Units:**
Total Units for the Degree: 60 Units	**Units:**
	Total: 55-61

Courses

ECON 1—Principles of Macroeconomics (3.0) A new version of this course will be effective Summer 2020
3.0 Lecture. Introduction to the principles of macroeconomic analysis, economic institutions, and economic policy; supply and demand, determinants and distribution of output, income, and welfare through the market system; international trade and globalization. Measurement, determinants of, and policies relating to long-run economic growth, business cycle fluctuations, unemployment, and inflation. This course has the option of a letter grade or pass/no pass. (C-ID: ECON 202) PREREQUISITE: MATH 430 or MATH 205 (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2018 to Summer 2020.

ECON 1—Principles of Macroeconomics (3.0)
3.0 Lecture. Introduction to the principles of macroeconomic analysis, economic institutions, and economic policy; supply and demand, determinants and distribution of output, income, and welfare through the market system; international trade and globalization. Measurement, determinants of, and policies relating to long-run economic growth, business cycle fluctuations, unemployment, and inflation. This course has the option of a letter grade or pass/no pass. (C-ID: ECON 202) PREREQUISITE: MATH 430 or MATH 205 (Option of a standard letter grade or Pass/no pass.) Effective: Summer 2020.

ECON 2—Principles of Microeconomics (3.0) A new version of this course will be effective Summer 2020
3.0 Lecture. Introduction to microeconomic principles, theory, and analysis. Topics include scarcity and resource allocation, specialization and exchange, and the determinants and distribution of output, income, and welfare through the market system, as well as elasticity, production and cost theory, and market failure caused by externalities and asymmetric information. Includes consumer choice and utility maximization, as well as profit maximization in various competitive settings. This course has the option of a letter grade or pass/no pass. (C-ID: ECON 201) PREREQUISITE: MATH 430 or MATH 205 (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2018 to Summer 2020.

ECON 2—Principles of Microeconomics (3.0)
3.0 Lecture. Introduction to microeconomic principles, theory, and analysis. Topics include scarcity and resource allocation, specialization and exchange, and the determinants and distribution of output, income, and welfare through the market system, as well as elasticity, production and cost theory, and market failure caused by externalities and asymmetric information. Includes consumer choice and utility maximization, as well as profit maximization in various competitive settings. This course has the option of a letter grade or pass/no pass. (C-ID: ECON 201) PREREQUISITE: MATH 430 or MATH 205 (Option of a standard letter grade or Pass/no pass.) Effective: Summer 2020.

ECON 11—Statistics for Business and Economics (4.0) A new version of this course will be effective Fall 2020
4.0 Lecture. The use of probability techniques, hypothesis testing, and predictive techniques to facilitate decision-making. Topics include descriptive statistics; probability and sampling distributions; statistical inference; correlation and linear regression; analysis of variance, chi-square and t-tests; statistical analysis including the interpretation of the relevance of the statistical findings. Applications using data from disciplines including business, social science, psychology, life science, health science, and education. Additional and more extensive case studies from business and economics, emphasizing statistical results that provide guidance for business decisions or suggest solutions to contemporary business and economic problems; use of larger data sets analyzed with computer software programs. (C-ID: MATH 110) PREREQUISITE: Math 233, or Math 233A and Math 233B, or Math 235, or Math 240, or Math 242 with a grade of "C" or better. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2016 to Fall 2020.

ECON 11—Statistics for Business and Economics (4.0)
4.0 Lecture. The use of probability techniques, hypothesis testing, and predictive techniques to facilitate decision-making. Topics include descriptive statistics; probability and sampling distributions; statistical inference; correlation and linear regression; analysis of variance, chi-square and t-tests; statistical analysis including the interpretation of the relevance of the statistical findings. Applications using data from disciplines including business, social science, psychology, life science, health science, and education. Additional and more extensive case studies from business and economics, emphasizing statistical results that provide guidance for business decisions or suggest solutions to contemporary business and economic problems; use of larger data sets analyzed with computer software programs. (C-ID: MATH 110) This course is also listed as BUS 11. PREREQUISITE: Intermediate Algebra or the equivalent. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2020.

ECON 14—Personal Finance (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. This course is designed to assist individuals to analyze their financial affairs for lifelong decision making. Elements and concepts of financial planning and decision making in the areas of budgeting, taxes, borrowing, money management, insurance, investments, retirement, and estate planning will be examined. This course is also listed as BUS 14. This course has the option of a letter grade or pass/no pass. ADVISORY: Math 400 (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2015 to Fall 2020.

ECON 14—Personal Finance (3.0)
3.0 Lecture. This course is designed to equip students with specific knowledge and skills enabling them to make sound financial decisions over the course of their life, in order to build and maintain wealth. Students will develop quantitative reasoning and critical analysis abilities, and will apply them to topics including: budgeting, time value of money calculations, financial planning, retirement planning, tax planning and related calculations, investing, credit and credit cards, insurance, and estate planning. Students will take a hands-on approach to learning by using mathematical reasoning and formulae to solve problems and complete projects. Instructors will provide student-centered activity-based instruction, which emphasizes the conceptual understanding and skills of mathematics and quantitative reasoning to develop competence and confidence in problem solving abilities. This course is also listed as BUS 14. Prerequisite: Skills and knowledge equivalent to Algebra 1 or as determined by the math placement process. (Standard Letter Grade.) Effective: Fall 2020.

English as a Second Language

English as a Second Language



ESL Advanced Level CP

The credit ESL Program offers all levels of ESL courses ranging from basic to advanced in the areas of listening, speaking, grammar, reading, and composition. The program provides language skills for students with a variety of goals, from personal enrichment to academic preparation for students who want to pursue higher education in college instructional and/or vocational programs. In learning the English language, students learn to communicate in areas important to their personal lives, interact with native English speakers, read and understand the main ideas of a text and the supporting details that illustrate them, understand the rules and use of different grammar structures, and write about a topic with support and clarity. Students in the ESL Program come from a wide variety of educational, cultural, and native language backgrounds and contribute that richness to the study of English as a second language. Because of the multiple factors involved in language learning, progress in the learning of English varies from student to student. The program provides a sequence of courses that challenge students to review and expand skills previously learned in an atmosphere of intensity, professionalism, support, and respect. We take pride in our students and in our program. Upon completion of this program, students will have developed an advanced level of fluency in reading, writing, speaking, and listening in English.

Required Courses **Units:** 9

ESL 562	Advanced ESL Reading/Vocabulary II	4
ESL 563	Advanced ESL Composition II	5

Total: 9

ESL Intermediate I Level

Courses are designed to meet the needs of students whose first language is other than English. The mission of ESL programs for adults in California is to equip students with the language and cultural proficiencies required for the eventual fulfillment of personal, vocational, academic, and citizenship for participation in American society. This certificate is awarded to ESL students who have achieved a low-intermediate level of competency in reading, writing, and speaking in English.

Student must complete a Reading/Writing course (ESL 737 or 739) and a Listening/Speaking course (ESL 731 or 738) at this level to obtain a certificate. **Units:** 0

ESL 737	NC Integrated Reading, Writing II	0
OR		
ESL 739	NC Intermediate ESL Reading, Writing I	0
ESL 731	NC Intermediate ESL Listening, Speaking I	0
OR		
ESL 738	NC Integrated Listening, Speaking II	0

Total: 0

ESL Intermediate II Level

The credit ESL Program offers all levels of ESL courses ranging from basic to advanced in the areas of listening, speaking, grammar, reading, and composition. The program provides language skills for students with a variety of goals, from personal enrichment to academic preparation for students who want to pursue higher education in college instructional and/or vocational programs. In learning the English language, students learn to communicate in areas important to their personal lives, interact with native English speakers, read and understand the main ideas of a text and the supporting details that illustrate them, understand the rules and use of different grammar structures, and write about a topic with support and clarity. Students in the ESL Program come from a wide variety of educational, cultural, and native language backgrounds and contribute that richness to the study of English as a second language. Because of the multiple factors involved in language learning, progress in the learning of English varies from student to student. The program provides a sequence of courses that challenge students to review and expand skills previously learned in an atmosphere of intensity, professionalism, support, and respect. We take pride in our students and in our program. Upon completion of this program, students will have developed an intermediate level of fluency in reading, writing, speaking, and listening in English.

Required Courses **Units:** 12

ESL 541	Intermediate ESL Listening,Speaking II	4
ESL 542	Intermediate ESL Reading, Vocabulary II	3
ESL 543	Intermediate ESL Grammar - Writing II	5
OR		
ESL 547	Integrated Reading/Writing III	6
ESL 548	Integrated Listening/Speaking III	6

Total: 12

Certificate of Competency for ESL Beginning Level

Courses are designed to meet the needs of students whose first language is other than English. The mission of ESL programs for adults in California is to equip students with the language and cultural proficiencies required for the eventual fulfillment of personal, vocational, academic, and citizenship for participation in American society. This certificate is awarded to ESL students who have achieved a beginning level of competency in reading, writing, and speaking in English.

Required Courses: **Units:** 0

ESL 727	NC Beginning ESL Reading, Writing	0
AND		
ESL 728	NC Beginning ESL Listening, Speaking	0

Total: 0

Certificate of Competency for ESL Intermediate I Level

Courses are designed to meet the needs of students whose first language is other than English. The mission of ESL programs for adults in California is to equip students with the language and cultural proficiencies required for the eventual fulfillment of personal, vocational, academic, and citizenship for participation in American society. This certificate is awarded to ESL students who have achieved a low-intermediate level of competency in reading, writing, and speaking in English.

Student must complete a Reading/Writing course (ESL 737 or 739) and a Listening/Speaking course (ESL 731 or 738) at this level to obtain a certificate. **Units:** 0

ESL 737	NC Integrated Reading, Writing II	0
OR		
ESL 739	NC Intermediate ESL Reading, Writing I	0
ESL 731	NC Intermediate ESL Listening, Speaking I	0
OR		
ESL 738	NC Integrated Listening, Speaking II	0

Total: 0

Certificate of Competency for ESL Advanced I Level

Courses are designed to meet the needs of students whose first language is other than English. The mission of ESL programs for adults in California is to equip students with the language and cultural proficiencies required for the eventual fulfillment of personal, vocational, academic, and citizenship for participation in American society. This certificate is awarded to ESL students who have achieved a pre-advanced level of competency in reading, writing, and speaking in English.

Required Courses: **Units:** 0

ESL 752	NC Advanced ESL Reading/Vocabulary I	0
AND		
ESL 753	NC Advanced ESL Composition I	0
AND		
ESL 754	NC Advanced ESL Grammar I	0

Total: 0

Courses

ESL 521—Beginning ESL Listening/Speaking (4.0) This course will be discontinued effective Spring 2020
4.0 Lecture, 1.0 TBA. This course develops basic listening and speaking skills, moving from a functional survival context to academic readiness. Activities are directed at providing practice through listening exercises, role-play, pair work, small and large group discussion, interviews, and oral presentations. ADVISORY: ESL 510B or ESL Assessment Test Recommendation. Recommended concurrent enrollment in ESL 522 and 523. (Standard Letter Grade.) Effective: Fall 2016 to Spring 2020.

ESL 527—Integrated Reading/Writing I (6.0) A new version of this course will be effective Fall 2020
6.0 Lecture. 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. (Standard Letter Grade.) Effective: Fall 2017 to Fall 2020.

ESL 527—Beginning ESL Reading, Writing (6.0) A new version of this course will be effective Spring 2021
6.0 Lecture. This is the first course in a series of integrated skills courses designed to introduce beginning ESL students to academic reading, writing and grammar skills. 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. Pre-requisite: ESL 787 - NC ESL Lifeskills 2B or ESL 789 - NC Lifeskills 2 or ESL Assessment Recommendation. (Standard Letter Grade.) Effective: Fall 2020 to Spring 2021.

ESL 527—Beginning ESL Reading, Writing (6.0)
6.0 Lecture. This is the first course in a series of integrated skills courses designed to introduce beginning ESL students to academic reading, writing and grammar skills. 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. Pre-requisite: ESL 787 - NC ESL Lifeskills 2B or ESL 789 - NC Lifeskills 2 or ESL Assessment Recommendation. (Standard Letter Grade.) Effective: Spring 2021.

ESL 528—Integrated Listening/Speaking I (6.0) A new version of this course will be effective Fall 2020
6.0 Lecture. This is the first in a series of integrated skills courses designed to develop the listening, speaking and pronunciation skills of beginning ESL students. Activities, which include listening exercises, role-play, pair work, small and large group discussions, interviews, oral presentations and pronunciation drills (focusing on English sounds and rhythm), are presented in the context of relevant, contemporary and intellectually challenging themes. This course is designed especially for students with academic objectives but is highly appropriate for students with personal language goals, as well. PREREQUISITE: Assessment recommendation. (Standard Letter Grade.) Effective: Spring 2017 to Fall 2020.

ESL 528—Beginning ESL Listening,Speaking (6.0)
6.0 Lecture. This is the first in a series of integrated skills courses designed to introduce beginning ESL students to academic listening, speaking and pronunciation skills. Activities, which include listening exercises, role-play, pair work, small and large group discussions, interviews, oral presentations and pronunciation drills (focusing on English sounds and rhythm), are presented in the context of relevant, contemporary and intellectually challenging themes. Prerequisite: ESL 787 - NC ESL Lifeskills 2B or ESL 789 - NC Lifeskills 2 or ESL Assessment Recommendation. (Standard Letter Grade.) Effective: Fall 2020.

ESL 531—Intermediate ESL Listening/Speaking I (4.0) A new version of this course will be effective Fall 2020
4.0 Lecture, 1.0 TBA. In this course, listening and speaking skills are developed through extended listening exercises, open-ended dialogues, pair and group discussions, oral interviews, and oral reports. PREREQUISITE: ESL 521 or ESL 528 with a grade of 'C' or better or ESL Assessment Recommendation. Recommended concurrent enrollment in ESL 532 and 533. (Standard Letter Grade.) Effective: Spring 2015 to Fall 2020.

ESL 531—Intermediate ESL Listening,Speaking I (4.0) A new version of this course will be effective Spring 2021
4.0 Lecture. This is the second course in a series of integrated skills courses designed to develop academic listening, speaking and pronunciation skills of low-intermediate ESL students. Activities, which include extended listening exercises, open-ended dialogues, pair and group discussions, oral interviews, and oral reports, are presented in the context of relevant, contemporary and intellectually challenging themes. PREREQUISITE: ESL 528 or ESL 728 or ESL Assessment Recommendation. (Standard Letter Grade.) Effective: Fall 2020 to Spring 2021.

ESL 531—Intermediate ESL Listening,Speaking I (4.0)
4.0 Lecture. This is the second course in a series of integrated skills courses designed to develop academic listening, speaking and pronunciation skills of low-intermediate ESL students. Activities, which include extended listening exercises, open-ended dialogues, pair and group discussions, oral

interviews, and oral reports, are presented in the context of relevant, contemporary and intellectually challenging themes. PREREQUISITE: ESL 528 or ESL 728 or ESL Assessment Recommendation. (Standard Letter Grade.) Effective: Spring 2021.

ESL 532—Intermediate ESL Reading/Vocabulary I (3.0) This course will be discontinued effective Spring 2020
3.0 Lecture. This course continues the development of reading skills and vocabulary through the application of different reading strategies to a variety of selections on topics of interest to academically-bound students. PREREQUISITE: ESL 522 with a grade of 'C' or better or ESL assessment recommendation. Recommended concurrent enrollment in ESL 531 and 533. (Standard Letter Grade.) Effective: Fall 2015 to Spring 2020.

ESL 533—Intermediate ESL Grammar/Writing I (5.0) This course will be discontinued effective Spring 2020
5.0 Lecture, 1.0 TBA. This course involves the practice and refinement of sentence and paragraph skills, structure and punctuation. Students will learn basic use of the computer as a writing tool. PREREQUISITE: ESL 523 with a grade of C or better or ESL Assessment Test recommendation. ADVISORY: Recommended concurrent enrollment in ESL 531 and ESL 532. (Standard Letter Grade.) Effective: Spring 2016 to Spring 2020.

ESL 537—Integrated Reading/Writing II (6.0) A new version of this course will be effective Spring 2021
6.0 Lecture. This is the second course in a series of integrated skills courses designed to continue the development of reading, writing and grammar skills of low-intermediate ESL students. The course focuses on vocabulary development through the application of different reading strategies to a variety of selections of topics of interest to academically-bound students. It also involves the practice and refinement of sentence and paragraph skills, structure and pronunciation. PREREQUISITE: ESL 527 or ESL Assessment Recommendation. (Standard Letter Grade.) Effective: Fall 2017 to Spring 2021.

ESL 537—Integrated Reading/Writing II (6.0)
6.0 Lecture. This is the second course in a series of integrated skills courses designed to continue the development of reading, writing and grammar skills of low-intermediate ESL students. The course focuses on vocabulary development through the application of different reading strategies to a variety of selections of topics of interest to academically-bound students. It also involves the practice and refinement of sentence and paragraph skills, structure and pronunciation. PREREQUISITE: ESL 527 or ESL Assessment Recommendation. (Standard Letter Grade.) Effective: Spring 2021.

ESL 538—Integrated Listening/Speaking II (6.0) A new version of this course will be effective Spring 2021
6.0 Lecture. This is the second in a series of integrated skills courses designed to develop the listening, speaking and pronunciation skills of low intermediate ESL students. Activities, which include listening exercises, role play, pair-work, small and large group discussions, interviews, oral presentations, and pronunciation (focusing on English sounds, rhythm and intonation), are presented in the context of relevant, contemporary and intellectually challenging themes. This course is designed especially for students with academic objectives but is highly appropriate for students with personal language goals as well. PREREQUISITE: ESL 528 or ESL Assessment Recommendation (Standard Letter Grade.) Effective: Spring 2017 to Spring 2021.

ESL 538—Integrated Listening/Speaking II (6.0)
6.0 Lecture. This is the second in a series of integrated skills courses designed to develop the listening, speaking and pronunciation skills of low intermediate ESL students. Activities, which include listening exercises, role play, pair-work, small and large group discussions, interviews, oral presentations, and pronunciation (focusing on English sounds, rhythm and intonation), are presented in the context of relevant, contemporary and intellectually challenging themes. This course is designed especially for students with academic objectives but is highly appropriate for

students with personal language goals as well. PREREQUISITE: ESL 528 or ESL Assessment Recommendation (Standard Letter Grade.) Effective: Spring 2021.

ESL 539—Intermediate ESL Reading, Writing I (8.0) A new version of this course will be effective Spring 2021
8.0 Lecture. This is the second course in a series of integrated skills courses designed to develop reading, writing and grammar skills of low-intermediate ESL students. The course focuses on vocabulary development through the application of different reading strategies to a variety of selections of topics of interest to academically-bound students. It also involves the practice and refinement of sentence and paragraph skills, structure, and punctuation. PREREQUISITE: ESL 527 or 727 or ESL Assessment Recommendation. (Standard Letter Grade.) Effective: Fall 2020 to Spring 2021.

ESL 539—Intermediate ESL Reading, Writing I (8.0)
8.0 Lecture. This is the second course in a series of integrated skills courses designed to develop reading, writing and grammar skills of low-intermediate ESL students. The course focuses on vocabulary development through the application of different reading strategies to a variety of selections of topics of interest to academically-bound students. It also involves the practice and refinement of sentence and paragraph skills, structure, and punctuation. PREREQUISITE: ESL 527 or 727 or ESL Assessment Recommendation. (Standard Letter Grade.) Effective: Spring 2021.

ESL 541—Intermediate ESL Listening/Speaking II (4.0) A new version of this course will be effective Fall 2020
4.0 Lecture, 1.0 TBA. This course expands listening and speaking skills through extended listening exercises, open-ended dialogues, pair and group discussions, oral interviews, and oral reports. Students broaden vocabulary while listening to and speaking in both formal and informal, conversational and academic situations. PREREQUISITE: ESL 531 or ESL 538 with a grade of 'C' or better or ESL assessment recommendation. Recommended concurrent enrollment in ESL 542 and 543. (Standard Letter Grade.) Effective: Spring 2015 to Fall 2020.

ESL 541—Intermediate ESL Listening,Speaking II (4.0) A new version of this course will be effective Spring 2021
4.0 Lecture. This is the third course in a series of integrated skills courses designed to continue to develop listening, speaking, and pronunciation skills of high-intermediate ESL students. Activities, which include extended listening exercises, open-ended dialogues, pair and group discussions, oral interviews, and oral reports, broaden the students' vocabulary while listening to and speaking in both formal and informal, conversational and academic situations. PREREQUISITE: ESL 538 or ESL 738 or ESL 531 or ESL 731 or ESL Assessment Recommendation. (Standard Letter Grade.) Effective: Fall 2020 to Spring 2021.

ESL 541—Intermediate ESL Listening,Speaking II (4.0)
4.0 Lecture. This is the third course in a series of integrated skills courses designed to continue to develop listening, speaking, and pronunciation skills of high-intermediate ESL students. Activities, which include extended listening exercises, open-ended dialogues, pair and group discussions, oral interviews, and oral reports, broaden the students' vocabulary while listening to and speaking in both formal and informal, conversational and academic situations. PREREQUISITE: ESL 538 or ESL 738 or ESL 531 or ESL 731 or ESL Assessment Recommendation. (Standard Letter Grade.) Effective: Spring 2021.

ESL 542—Intermediate ESL Reading, Vocabulary II (3.0)
3.0 Lecture. This course begins the expansion of reading skills and vocabulary development through the application of different reading strategies to a variety of selections on topics of interest to academically-bound students including selections from literature. PREREQUISITE: ESL 532 or 537 with a grade of 'C' or better or ESL Assessment Recommendation. Recommended concurrent enrollment in ESL 541 and 543. (Standard Letter Grade.) Effective: Spring 2018.

ESL 543—Intermediate ESL Grammar - Writing II (5.0)

5.0 Lecture, 1.0 TBA. This course reviews basic tenses learned in previous courses, pronouns, and nouns and expands the grammar overview into modal auxiliaries, gerunds and infinitives, and other intermediate-level grammar structures. Students continue developing sentence and paragraph skills begun in previous courses. PREREQUISITE: ESL 533 or 537 with a grade of C or better or ESL assessment recommendation. ADVISORY: Recommended concurrent enrollment in ESL 541 and ESL 542. (Standard Letter Grade.) Effective: Fall 2019.

ESL 547—Integrated Reading/Writing III (6.0) A new version of this course will be effective Spring 2021
6.0 Lecture. This is the third course in a series of integrated skills courses designed to expand the development of reading, writing, and grammar skills of high-intermediate ESL students. The course focuses on vocabulary development through the application of different reading strategies to a variety of selections of topics of interest to academically- bound students. It also involves the further practice and refinement of sentence and paragraph skills, structure and punctuation. PREREQUISITE: ESL 537 or ESL Assessment Recommendation. (Standard Letter Grade.) Effective: Spring 2017 to Spring 2021.

ESL 547—Integrated Reading/Writing III (6.0)
6.0 Lecture. This is the third course in a series of integrated skills courses designed to expand the development of reading, writing, and grammar skills of high-intermediate ESL students. The course focuses on vocabulary development through the application of different reading strategies to a variety of selections of topics of interest to academically- bound students. It also involves the further practice and refinement of sentence and paragraph skills, structure and punctuation. PREREQUISITE: ESL 537 or ESL Assessment Recommendation. (Standard Letter Grade.) Effective: Spring 2021.

ESL 548—Integrated Listening/Speaking III (6.0) A new version of this course will be effective Spring 2021
6.0 Lecture. This is the third in a series of integrated skills courses designed to develop listening, speaking and pronunciation skills of high intermediate ESL students. Activities, which include listening exercises, role-play, pair work, small and large group discussions, interviews, oral presentations, and pronunciation drills (focusing on English sounds, rhythm and intonation), are presented in the context of relevant, contemporary, and intellectually challenging themes. This course is designed especially for students with academic objectives but is highly appropriate for students with personal language goals, as well. PREREQUISITE: ESL 538 or ESL Assessment Recommendation (Standard Letter Grade.) Effective: Spring 2017 to Spring 2021.

ESL 548—Integrated Listening/Speaking III (6.0)
6.0 Lecture. This is the third in a series of integrated skills courses designed to develop listening, speaking and pronunciation skills of high intermediate ESL students. Activities, which include listening exercises, role-play, pair work, small and large group discussions, interviews, oral presentations, and pronunciation drills (focusing on English sounds, rhythm and intonation), are presented in the context of relevant, contemporary, and intellectually challenging themes. This course is designed especially for students with academic objectives but is highly appropriate for students with personal language goals, as well. PREREQUISITE: ESL 538 or ESL Assessment Recommendation (Standard Letter Grade.) Effective: Spring 2021.

ESL 549—Intermediate ESL Reading, Writing II (8.0) A new version of this course will be effective Spring 2021
8.0 Lecture. This is the third course in a series of integrated skills courses designed to continue to develop reading, writing, and grammar skills of high-intermediate ESL students. The course focuses on vocabulary development through the application of different reading strategies to a variety of selections of topics of interest to academically- bound students. It also involves the further practice and refinement of sentence and paragraph skills, structure and punctuation. PREREQUISITE: ESL 537 or ESL 737 or ESL 539 or ESL 739 or ESL Assessment Recommendation. (Standard Letter Grade.) Effective: Fall 2020 to Spring 2021.

ESL 549—Intermediate ESL Reading, Writing II (8.0)
8.0 Lecture. This is the third course in a series of integrated skills courses designed to continue to develop reading, writing, and grammar skills of high-intermediate ESL students. The course focuses on vocabulary development through the application of different reading strategies to a variety of selections of topics of interest to academically- bound students. It also involves the further practice and refinement of sentence and paragraph skills, structure and punctuation. PREREQUISITE: ESL 537 or ESL 737 or ESL 539 or ESL 739 or ESL Assessment Recommendation. (Standard Letter Grade.) Effective: Spring 2021.

ESL 552—Advanced ESL Reading/Vocabulary I (4.0) A new version of this course will be effective Spring 2021
4.0 Lecture. This course focuses on academic and critical thinking skills needed to increase reading comprehension and efficiency. Emphasis is on analyzing, making inferences, taking notes, supporting opinions, summarizing and expanding vocabulary. Readings are from academic texts and literature. PREREQUISITE: ESL 542 with a grade of 'C' or better or ESL assessment recommendation. Recommended concurrent enrollment in ESL 553 and 554. (Standard Letter Grade.) Effective: Fall 2017 to Spring 2021.

ESL 552—Advanced ESL Reading/Vocabulary I (4.0)
4.0 Lecture. This course focuses on academic and critical thinking skills needed to increase reading comprehension and efficiency. Emphasis is on analyzing, making inferences, taking notes, supporting opinions, summarizing and expanding vocabulary. Readings are from academic texts and literature. PREREQUISITE: ESL 542 or 547 with a grade of 'C' or better or ESL assessment recommendation. Recommended concurrent enrollment in ESL 553 and 554. (Standard Letter Grade.) Effective: Spring 2021.

ESL 553—Advanced ESL Composition I (5.0) A new version of this course will be effective Spring 2021
5.0 Lecture, 1.0 TBA. This course is a composition course for ESL students that develops college composition skills through a review of the parts and elements of the English paragraph and an introduction to the essay form. The course focuses on the development of a paragraph and expands to the writing of multiple paragraphs in an essay. Basic rhetorical patterns and methods of organization are covered using the multiple-draft approach to writing. PREREQUISITE: ESL 543 with a grade of C or better or ESL Assessment Test recommendation. ADVISORY: Recommended concurrent enrollment in ESL 552 and ESL 554. (Standard Letter Grade.) Effective: Fall 2017 to Spring 2021.

ESL 553—Advanced ESL Composition I (5.0)
5.0 Lecture. This course is a composition course for ESL students that develops college composition skills through a review of the parts and elements of the English paragraph and an introduction to the essay form. The course focuses on the development of a paragraph and expands to the writing of multiple paragraphs in an essay. Basic rhetorical patterns and methods of organization are covered using the multiple-draft approach to writing. PREREQUISITE: ESL 543 or 547 with a grade of C or better or ESL Assessment Test recommendation. ADVISORY: Recommended concurrent enrollment in ESL 552 and ESL 554. (Standard Letter Grade.) Effective: Spring 2021.

ESL 554—Advanced ESL Grammar I (5.0) A new version of this course will be effective Spring 2021
5.0 Lecture, 1.0 TBA. This course is designed to help students improve their grammar usage so that they will be able to expand their use of grammar structures in oral and written communication. Students begin the study of more sophisticated grammar structures such as past perfect, passive voice, and modal auxiliaries for past time, and they review present perfect and modals for present and future time. Students will enhance their understanding of grammar by comparing and contrasting new and previously encountered structures and better appreciate the subtleties of English grammar. PREREQUISITE: ESL 543 with a grade of 'C' or better or ESL Assessment Test Recommendation. ADVISORY: Recommended concurrent enrollment in ESL 552 and ESL 553. (Standard Letter Grade.) Effective: Fall 2017 to Spring 2021.

ESL 554—Advanced ESL Grammar I (5.0)
5.0 Lecture. This course is designed to help students improve their grammar usage so that they will be able to expand their use of grammar structures in oral and written communication. Students begin the study of more sophisticated grammar structures such as past perfect, passive voice, and modal auxiliaries for past time, and they review present perfect and modals for present and future time. Students will enhance their understanding of grammar by comparing and contrasting new and previously encountered structures and better appreciate the subtleties of English grammar. PREREQUISITE: ESL 543 or 547 with a grade of 'C' or better or ESL Assessment Test Recommendation. ADVISORY: Recommended concurrent enrollment in ESL 552 and ESL 553. (Standard Letter Grade.) Effective: Spring 2021.

ESL 557—Vocational English as a Second Language I (5.0) This course will be discontinued effective Fall 2020
5.0 Lecture. This is an integrated skills course for ESL students who wish to expand their job-related communication skills. Students expand their language skills within the realm of the work world while also developing the soft skills needed in the workplace. ADVISORY: ESL 541, 542 and 543, or ESL 547 and ESL 548, or ESL Assessment Test recommendation. (Standard Letter Grade.) Effective: Spring 2017 to Fall 2020.

ESL 562—Advanced ESL Reading/Vocabulary II (4.0) A new version of this course will be effective Spring 2021
4.0 Lecture. This course prepares ESL students for mainstream college classes by reviewing a variety of reading skills, strategies, and topics from different academic disciplines. Students expand their academic vocabulary and read short stories or a novel for literary appreciation. PREREQUISITE: ESL 552 with a grade of 'C' or better or ESL assessment recommendation. Recommended concurrent enrollment in ESL 564 and ESL 563. (Standard Letter Grade.) Effective: Fall 2017 to Spring 2021.

ESL 562—Advanced ESL Reading/Vocabulary II (4.0)
4.0 Lecture. This course prepares ESL students for mainstream college classes by reviewing a variety of reading skills, strategies, and topics from different academic disciplines. Students expand their academic vocabulary and read short stories or a novel for literary appreciation. PREREQUISITE: ESL 552 with a grade of 'C' or better or ESL assessment recommendation. Recommended concurrent enrollment in ESL 564 and ESL 563. (Standard Letter Grade.) Effective: Spring 2021.

ESL 563—Advanced ESL Composition II (5.0) A new version of this course will be effective Spring 2021
5.0 Lecture, 1.0 TBA. This course is a composition course for ESL students that refines and further expands college composition skills through the writing of essays. The course focuses on the structuring and development of an essay with the use of personal examples. Students write in response to a variety of prompts using different rhetorical patterns such as classification, narration, argumentation, and cause/effect. ADVISORY: ESL 554 with a grade of"C"or better or concurrent enrollment in ESL 554. PREREQUISITE: ESL 553 with a grade of"C"or better or ESL assessment recommendation. (Standard Letter Grade.) Effective: Fall 2019 to Spring 2021.

ESL 563—Advanced ESL Composition II (5.0)
5.0 Lecture. This course is a composition course for ESL students that refines and further expands college composition skills through the writing of essays. The course focuses on the structuring and development of an essay with the use of personal examples. Students write in response to a variety of prompts using different rhetorical patterns such as classification, narration, argumentation, and cause/effect. PREREQUISITE: ESL 553 with a grade of "C" or better or ESL assessment recommendation. (Standard Letter Grade.) Effective: Spring 2021.

ESL 564—Advanced ESL Grammar II (3.0) A new version of this course will be effective Spring 2021

3.0 Lecture, 1.0 TBA. This course is designed to expand grammar usage to include adjective, noun, and adverb clauses in oral and written communication. Students learn the meaning and use of clause connectors and are introduced to conditionals, both real and unreal. These grammar structures constitute some of the most complex structures in English and expose students to a rich variety of structures that can effectively enhance their oral and written expression. PREREQUISITE: ESL 554 with a grade of 'C' or better or ESL Assessment Recommendation. ADVISORY: Recommended concurrent enrollment in ESL 562 and ESL 563. (Standard Letter Grade.) Effective: Spring 2019 to Spring 2021.

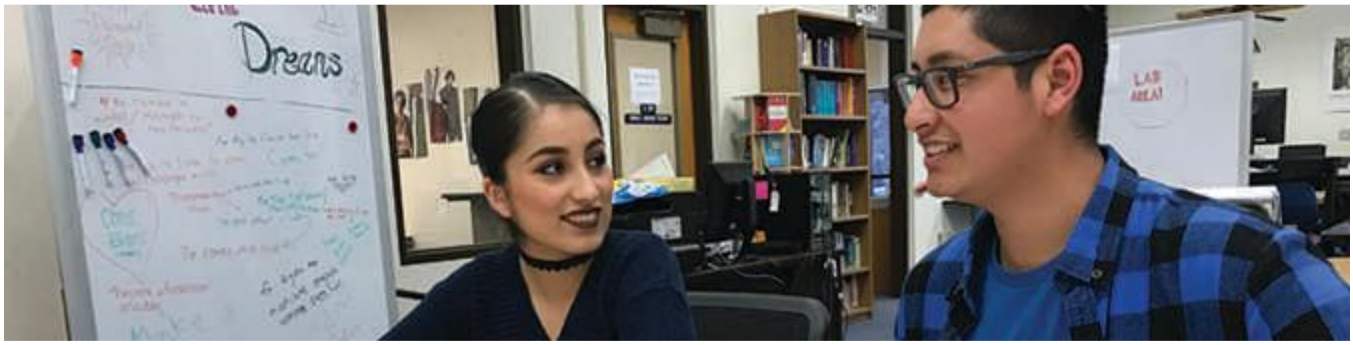
ESL 564—Advanced ESL Grammar II (3.0)
3.0 Lecture. This course is designed to expand grammar usage to include adjective, noun, and adverb clauses in oral and written communication. Students learn the meaning and use of clause connectors and are introduced to conditionals, both real and unreal. These grammar structures constitute some of the most complex structures in English and expose students to a rich variety of structures that can effectively enhance their oral and written expression. PREREQUISITE: ESL 554 with a grade of 'C' or better or ESL Assessment Recommendation. (Standard Letter Grade.) Effective: Spring 2021.

ESL 569—Advanced ESL Reading,Writing (8.0)
8.0 Lecture. This is the fourth course in a series of integrated skills courses designed to expand the development of reading, writing, and grammar skills of advanced ESL students. This course focuses on academic and critical thinking skills needed to increase reading comprehension and efficiency. Emphasis is on analyzing, making inferences, taking notes, supporting opinions, summarizing and expanding vocabulary. Readings are from academic texts and literature. This course also refines and further expands college composition skills through the writing of essays. PREREQUISITE: ESL 549 or ESL 749 or ESL 547 or ESL 747 ESL Assessment Recommendation. (Standard Letter Grade.) Effective: Fall 2020.

ESL 584—Culture Through Film (3.0)
3.0 Lecture. This course is designed to practice listening and speaking skills through the use of selected films. The course highlights different intercultural issues and aspects of American culture, and students enhance their listening and speaking skills by means of authentic discourse. Because film provides a real sample of speech in a multi- dimensional experience, ESL learners can experience the language in a more complete manner while analyzing cultural issues. This is a pass/no pass course. (Pass/No Pass.) Effective: Spring 2013.

English

English



ADT: English AA-T - CSU Transfer

The Associate in Arts in English for Transfer degree is designed to prepare students for a seamless transfer into the CSU system to complete a baccalaureate degree in English. Students majoring in English at Gavilan may take courses in composition, critical thinking, creative writing, journalism, film, teaching and tutoring techniques, and a range of literature courses, including British and American surveys, Mythology, Children's Literature, World Literature, and Women's Literature. Participants in the English program become proficient in skills that are universally beneficial to all other disciplines. These courses help students to write effectively and persuasively, to develop and hone their critical thinking skills, and to cultivate their understanding and appreciation of literature in the context of history and culture. English major leads directly to careers in teaching, journalism, publishing and editing, technical writing, public relations, and advertising. It is also excellent preparation for careers in law, communications, government, and a variety of business environments.

REQUIREMENTS:		**Units:** 6
ENGL 1B	Composition and Literature	3
ENGL 1C	Critical Reasoning and Writing	3
LIST A: Select 2 (6 units)		**Units:** 6
ENGL 5A	Survey of American Literature - 1620 to 1865	3
ENGL 5B	Survey of American Literature - 1865 to Present	3
ENGL 4A	British Literature - 449 to 1798 A.D.	3
ENGL 4B	British Literature - 1798 to Present	3
LIST B: Select 1 (3 units)		**Units:** 3
ENGL 9A	Introduction to Creative Writing	3
LIST C: Select 1 (3 units)		**Units:** 3
ENGL 2C	Introduction to Film and Fiction	3
ENGL 2E	Introduction to Women Writers	3
ENGL 2F	Children's Literature	3
ENGL 2J	World Mythology	3
HUM 3	Introduction to Cinematic Arts, Film and Television	3
HUM 4	Introduction to American Cinema	3
JOUR 16A	Writing for Print and Digital Media	3
THEA 4	Oral Interpretation	3
OR		
CMUN 2	Oral Interpretation	3
Associate Degree for Transfer Requirements:		**Units:** 0

Units Required for the Major: 18	**Units:**
Double Counted Units: CSU: 9 - 12; IGETC: 9	**Units:**
General Education Requirements: CSU GE: 39; IGETC: 37	**Units:** 37-39
Electives needed to get to 60 Units: CSU: 12 - 15; IGETC: 14	**Units:**
Total Units for the Degree: 60 Units	**Units:**
	Total: 55-57

Liberal Arts: Language Arts/Humanities Emphasis AA

The Language Arts & Humanities Emphasis provides a knowledge base for students interested in the study of cultural, literary, and artistic expression of human beings.

This area of emphasis develops students' analytical and expressive skills, their ability to read, write and think clearly through coursework that spans over five different disciplines.

REQUIREMENTS:		**Units:**
		18
CMUN 1A	Introduction to Public Speaking	3
CMUN 2	Oral Interpretation	3
OR		
THEA 4	Oral Interpretation	3
CMUN 4	Intercultural Communication	3
CMUN 5	Fundamentals of Communication Studies	3
CMUN 6	Introduction to Conflict Resolution	3
OR		
POLS 6	Introduction to Conflict Resolution	3
OR		
PSYC 6	Introduction to Conflict Resolution	3
CMUN 8	Interpersonal Communication	3
CMUN 10	Small Group Communication	3
CMUN 129	Presentation Graphics - MS PowerPoint	1
OR		
CSIS 129	Presentation Graphics - MS PowerPoint	1
PHIL 1	Introduction to Philosophy	3
PHIL 2	Introduction to Logic	3
PHIL 3A	Ethics	3
PHIL 3B	Contemporary Moral Issues	3
PHIL 4	Critical Thinking and Writing	3
PHIL 6	Comparative Religions	3
PHIL 9	Philosophy of Religion	3
ENGL 1B	Composition and Literature	3
ENGL 2B	American Ethnic Literature	3
ENGL 2C	Introduction to Film and Fiction	3
ENGL 2E	Introduction to Women Writers	3
ENGL 2F	Children's Literature	3
ENGL 2J	World Mythology	3
ENGL 4A	British Literature - 449 to 1798 A.D.	3
ENGL 4B	British Literature - 1798 to Present	3
ENGL 5A	Survey of American Literature - 1620 to 1865	3
ENGL 5B	Survey of American Literature - 1865 to Present	3
ENGL 9A	Introduction to Creative Writing	3
FRNH 1A	Elementary French	5
FRNH 1B	Elementary French	5
JPN 1A	Elementary Japanese	5
JPN 1B	Elementary Japanese	5
SPAN 1A	Elementary Spanish	5
SPAN 1B	Elementary Spanish	5
SPAN 12A	Spanish for Spanish Speakers	5
SPAN 12B	Spanish for Spanish Speakers	5
JOUR 10	Mass Media and Society	3
OR		
SOC 10	Mass Media and Society	3
JOUR 16A	Writing for Print and Digital Media	3

General Education Requirements:	**Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 53-57

Courses

ENGL 1A—Composition and Reading (4.0) A new version of this course will be effective Fall 2020

4.0 Lecture. English 1A is a composition course which focuses on the development and application of the academic writing process. Students read and assess models of expository, analytical, and argumentative prose to learn techniques of effective writing. Students practice strategies for

planning, drafting, sharing, and revising essays in a variety of rhetorical modes. Students apply critical reading skills to the evaluation of source material in the development of a thesis-driven, research-supported essay. To create the research essay, students apply techniques in organizing, developing, and crafting prose which supports their arguments and balances outside sources with their own voice as writers. 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). Completion of English 1A meets transfer level and baccalaureate/university level equivalent. PREREQUISITE: English 250 and English 260 or equivalent with grade of 'C' or better or satisfactory score on the English Placement examination. (Standard Letter Grade.) Effective: Fall 2017 to Fall 2020.

ENGL 1A—Composition and Reading (4.0)
4.0 Lecture. English 1A is a composition course which focuses on the development and application of the academic writing process. Students read and assess models of expository, analytical, and argumentative prose to learn techniques of effective writing. Students practice strategies for planning, drafting, sharing, and revising essays in a variety of rhetorical modes. Students apply critical reading skills to the evaluation of source material. Students apply techniques in organizing, developing, and crafting prose that supports their arguments and balances outside sources with their own voice as writers. To achieve this end, students will write a minimum of 6,000 words and read book-length works, articles, model essays, and other writings.. (C-ID: ENGL 100). PREREQUISITE: English 280 or equivalent with grade of 'C' or better or informed self placement via multiple measures. (Standard Letter Grade.) Effective: Fall 2020.

ENGL 1B—Composition and Literature (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. English 1B continues the work begun in 1A, but now the emphasis shifts to writing expository prose in conjunction with reading and analyzing imaginative literature. Students are to write as fledgling critics and use the text as a basis for other forms of reflection. The reading requirement includes short stories, poetry, drama, and at least two novels. Course work will also include fundamentals of research writing. Minimum 6,000 words of formal writing. (C-ID: ENGL 120) PREREQUISITE: English 1A with a grade of "C" or better. (Standard Letter Grade.) Effective: Spring 2016 to Fall 2020.

ENGL 1B—Composition and Literature (3) *Review all entries*
Prerequisite(s): ENGL 1A C or better. English 1B continues the work begun in 1A, but now the emphasis shifts to writing expository prose in conjunction with reading and analyzing imaginative literature. Students are to write as fledgling critics and use the text as a basis for other forms of reflection. The reading requirement includes short stories, poetry, drama, and at least two novels. Course work will also include fundamentals of research writing. Minimum 6,000 words of formal writing. (C-ID: ENGL 120) PREREQUISITE: English 1A with a grade of "C" or better. (Standard Letter Grade.) Effective: Fall 2020.

ENGL 1C—Critical Reasoning and Writing (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. 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. (Standard Letter Grade.) Effective: Fall 2015 to Fall 2020.

ENGL 1C—Critical Reasoning and Writing (3.0)
3.0 Lecture. This course is designed to develop critical thinking skills and information literacy and the ability to apply these skills to reading and writing. The emphasis is on developing analytical and argumentative academic essays based on reading of complex texts and the use of outside research leading to a documented research paper. Students will write a minimum of 6,000 words. (C-ID: ENGL 105). PREREQUISITE: English 1A with a grade of "C" or better. (Standard Letter Grade.) Effective: Fall 2020.

ENGL 2C—Introduction to Film and Fiction (3.0)
3.0 Lecture. This is a literature course in analysis of the novel and film as art forms. The student will read several novels, view the films based on the novels, and discuss the difference in techniques, both orally and in writing. PREREQUISITE: Eligible for English 1A. (Standard Letter Grade.) Effective: Fall 2017.

ENGL 2E—Introduction to Women Writers (3.0)
3.0 Lecture. This is a transfer literature class which examines the history of women as writers and distinguishes themes in women's literature using the tools of literary criticism. PREREQUISITE: Eligible for English 1A. (Standard Letter Grade.) Effective: Spring 2018.

ENGL 2F—Children's Literature (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. A survey of texts for elementary and intermediate grades, with a focus on literary analysis, criticism and evaluation. Study of historical backgrounds and development of genres of children's literature in a cross section of cultures. This course has the option of a letter grade or pass/no pass. (C-ID: ENGL 180) PREREQUISITE: English 1A. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2015 to Fall 2020.

ENGL 2F—Children's Literature (3.0)
3.0 Lecture. A survey of texts for elementary and intermediate grades, with a focus on literary analysis, criticism and evaluation. Study of historical backgrounds and development of genres of children's literature in a cross section of cultures. This course has the option of a letter grade or pass/no pass. (C-ID: ENGL 180) . PREREQUISITE: English 1A or appropriate placement based on AB 705. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2020.

ENGL 2H—Mexican-American Literature (3.0)
3.0 Lecture. An interpretive analysis of Chicano literature from its origins to its contemporary status. Emphasis will be on short stories, essays, poetry, drama, and novels as a means of providing an expansive view of the Chicano experience and the literature that it creates. This course analyzes the interrelationships between drama, literature, art, music, dance, and folklore as a reflection of the Chicano. (Standard Letter Grade.) Effective: Spring 2021.

ENGL 2J—World Mythology (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. This course is a survey of myths from around the world, with an emphasis on literary analysis of the myths. The course covers the purposes and types of myths; the development of myths and mythological characters, the recurring elements of mythological structures, the influence of mythology on contemporary texts. PREREQUISITE: Eligible for English 1A. (Standard Letter Grade.) Effective: Fall 2014 to Spring 2021.

ENGL 2J—World Mythology (3.0)
3.0 Lecture. This course is a survey of myths from around the world, with an emphasis on literary analysis of the myths. The course covers the purposes and types of myths; the development of myths and mythological characters, the recurring elements of mythological structures, the influence of mythology on contemporary texts. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

ENGL 2L—Latinx Roots and Revolution (3.0)
3.0 Lecture. This course emphasizes the formal, thematic, and cultural importance of Latinx literature. We will read novels, poetry, and short stories, among other media, by authors from a range of identities—including Mexican American, Central American, Cuban American, and others. We will explore literary movements, such as magical realism, and the cultural constructs—e.g. borderlands, gender and sexuality, internalized oppression, resisting racism—that shape the work of Latinx authors. Students will work collectively and individually to undertake writing projects that explore Latinx literature in terms of literary contributions, community empowerment, and connectedness to social justice movements. As Listed as ETHN 2L. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2021.

ENGL 2R—Race, Power, and Resistance (3.0)
3.0 Lecture. Students will examine race, racism, and resistance in the context of contemporary American ethnic literature: Black, Latinx, Native American, Asian American, mixed-race, and others. Students will seek to understand this literature using historical, post-colonial, feminist, and other types of literary criticism as well as critical race theory. Emphasis will be placed on understanding the sociological and historical contexts from which each of these texts emerged—particularly the ways in which ethnic communities have navigated their struggles with enslavement, genocide, violence, poverty, education, language, and family in the United States. Works of literature will be analyzed in the context of personal and community empowerment, intersectionality, and their contribution to the development of unique literary traditions. As listed as ETHN 2R. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2021.

ENGL 4A—British Literature - 449 to 1798 A.D. (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. This course is a study of the masters of early British Literature from the years 449 - 1798 and the major literary trends within that time period. In this course, students will work to understand the language and concepts within early British poetry and prose, as well as explore the social and historical influences which inform this literature. (C-ID: ENGL 160) PREREQUISITE: Eligible for English 1A. (Standard Letter Grade.) Effective: Fall 2012 to Spring 2021.

ENGL 4A—British Literature - 449 to 1798 A.D. (3.0)
3.0 Lecture. This course is a study of the masters of early British Literature from the years 449 - 1798 and the major literary trends within that time period. In this course, students will work to understand the language and concepts within early British poetry and prose, as well as explore the social and historical influences which inform this literature. (C-ID: ENGL 160) PREREQUISITE: Eligible for English 1A. (Standard Letter Grade.) Effective: Spring 2021.

ENGL 4B—British Literature - 1798 to Present (3.0)
3.0 Lecture. This course is a study of the masters of British Literature from 1798 to present, as well as an exploration of major literary trends during the Romantic, Victorian, Modern, and Contemporary Literary Eras. Note: this course need not be taken in sequence. (C-ID: ENGL 165) PREREQUISITE: Eligible for English 1A, Composition. (Standard Letter Grade.) Effective: Fall 2015.

ENGL 5A—Survey of American Literature - 1620 to 1865 (3.0)
3.0 Lecture. This course is a study of the masters of American Literature and the major trends of literature from Pre-colonial times through to 1865. In this course, students will work to understand concepts within poetry and prose, examine common literary trends, as well as work to explain the social and historical influences which inform this literature. (C-ID: ENGL 130) PREREQUISITE: Eligible for English 1A. (Standard Letter Grade.) Effective: Fall 2013.

ENGL 5B—Survey of American Literature - 1865 to Present (3.0)
3.0 Lecture. This course is a study of the masters of American Literature and the major trends of literature during the years 1865 to the present. The major trends can include Realism, Naturalism, Modernism, Post-Modernism, etc. (C-ID: ENGL 135) PREREQUISITE: Eligible for English 1A. (Standard Letter Grade.) Effective: Spring 2014.

ENGL 9A—Introduction to Creative Writing (3.0)
3.0 Lecture. This course allows writers to experiment with various forms of poetry and prose, including drama, fiction, poetry, and narrative non-fiction and includes the writing, reading, and discussion of such works. The class is primarily experiential, providing many opportunities for generation of new pieces of writing, some time for gentle encouraging feedback, and a focus on terminology to develop better understandings of both the process and craft of creative writing. (C-ID: ENGL 200) PREREQUISITE: Eligible for English 1A. (Standard Letter Grade.) Effective: Spring 2016.

ENGL 9B—Advanced Creative Writing (3.0)
3.0 Lecture. This class is a continuation of English 9A, with an emphasis on further development on the craft and production of various forms of poetry and prose, including drama, fiction, poetry, and

narrative non-fiction and includes the writing, reading, and discussion of such works. The class remains primarily experiential, providing many opportunities for generation of new pieces of writing, some time for gentle encouraging feedback with a greater focus on developing leadership skills in that area as well as a deepening knowledge of terminology, in order to develop better understandings of both the process and craft of creative writing. PREREQUISITE: English 9A with a grade of 'pass' or C or better. (Standard Letter Grade.) Effective: Spring 2014.

ENGL 9C—Creative Writing: Poetry (3.0)
3.0 Lecture. This course is an immersion into poetry and its creation, providing students opportunities to practice the craft of poetry, receive feedback, and read poems by established writers. Emphasis will be placed on a variety of poetic forms and the development of terminology useful in both creating and analyzing poetry. PREREQUISITE: Eligible for ENGL 1A or completion of ENGL 9A. (Standard Letter Grade.) Effective: Spring 2015.

ENGL 9D—Creative Writing: Fiction (3.0)
3.0 Lecture. This course is an immersion into fiction and its creation, providing students opportunities to practice the craft of fiction, receive feedback, and read fiction by established writers. Emphasis will be place on exploring a variety of fictional elements and the development of terminology useful in both creating and analyzing fiction. PREREQUISITE: Eligible for ENGL 1A or completion of ENGL 9A. (Standard Letter Grade.) Effective: Fall 2014.

ENGL 12A—Tutoring Writers: Training (2.0)
2.0 Lecture. Fundamentals of compositional theory, the writing process, peer-to-peer communication, and effective responses to writing will be covered. In addition, students will receive training in tutoring methodology, while participating in a community of writers that connects them to their own writing practice. ADVISORY: Eligible for English 1A. (Standard Letter Grade.) Effective: Fall 2018.

ENGL 12B—Tutoring Writers: Practice (1.0) A new version of this course will be effective Fall 2020
1.0 Lecture. Practice in the writing process, peer-to-peer communication, interacting with faculty and educational institutions, and effective responses to writing will be covered. In addition, students will gain an understanding of writing pedagogy while participating in a community of writers that connect them to their own writing practice. PREREQUISITE: ENGL 12A. (Standard Letter Grade.) Effective: Fall 2018 to Fall 2020.

ENGL 12B—Tutoring Writers: Practice (1.0) A new version of this course will be effective Spring 2021
1.0 Lecture. Practice in the writing process, peer-to-peer communication, interacting with faculty and educational institutions, and effective responses to writing will be covered. In addition, students will gain an understanding of writing pedagogy while participating in a community of writers that connect them to their own writing practice. PREREQUISITE: ENGL 12A. (Standard Letter Grade.) Effective: Fall 2020 to Spring 2021.

ENGL 22—Field Work and Service (0.5-1.0)
1.5-3.0 TBA. 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. (Pass/No Pass.) Effective: Spring 2011.

ENGL 23—Independent Study (1.0-2.0)
3.0-6.0 TBA. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2011.

ENGL 210—English Academy (2.0)
2.0 Lecture. This immersion course is geared for students who are enrolled in or considering enrollment into English 1A. This course is designed to improve fundamental academic skills in reading, writing, and studying necessary for success in transfer-level English courses. The course will introduce reading, writing, research, and editing strategies. Students will work in a community-oriented environment. This is a pass/no pass course. (Pass/No Pass.) Effective: Fall 2019.

ENGL 212—Tutoring Writers: Practice (1.0)
1.0 Lecture. Practice in the writing process, peer-to-peer communication, interacting with faculty and educational institutions, and effective responses to writing will be covered. In addition, students will gain an understanding of writing pedagogy while participating in a community of writers that connect them to their own writing practice. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

ENGL 250—Practical Writing (3.0)
3.0 Lecture, 1.0 Lab. This course covers writing clear, correct, effective essays and learning preliminary research skills. Also listed as English 250P. PREREQUISITE: Eligibility for English 440 (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2018.

ENGL 260—Preparation for College Reading (3.0)
3.0 Lecture. 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: Eligibility for English 420 (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2018.

ENGL 280—Composition and Reading Essentials (3.5) A new version of this course will be effective Spring 2021
3.0 Lecture, 1.5 Lab. This course is designed to improve fundamental academic skills in reading, writing, research, and studying necessary for success in transfer-level English courses. Students will work in an inquiry-based environment as a means of learning and practicing a variety of reading strategies; learning and practicing the writing process; adapting writing for different audiences and rhetorical situations; finding, analyzing, and synthesizing information from texts; organizing information into a persuasive and coherent essay; and understanding the elements of style and grammar. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2019 to Spring 2021.

ENGL 280—Composition and Reading Essentials (3.5)
3.0 Lecture, 1.5 Lab. This course is designed to improve fundamental academic skills in reading, writing, research, and studying necessary for success in transfer-level English courses. Students will work in an inquiry-based environment as a means of learning and practicing a variety of reading strategies; learning and practicing the writing process; adapting writing for different audiences and rhetorical situations; finding, analyzing, and synthesizing information from texts; organizing information into a persuasive and coherent essay; and understanding the elements of style and grammar. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

ENGL 414—English Boot Camp (1.0-3.0)
1.0-3.0 Lecture. This immersion course is designed to improve fundamental academic skills in reading, writing, and studying necessary for success in first-year English courses. The course will introduce or review reading and writing strategies, paragraph organization, and vocabulary development. Opportunities for word processing; document formatting; and review of grammar, mechanics, and punctuation are provided. This is a pass/no pass course, and units earned do not count toward the associate degree or certificates. (Pass/No Pass.) Effective: Summer 2015.

ENGL 748—Development of Writing Skills (0.0)
1.0 Lab. A series of workshops and directed learning activities allowing individuals to study specific writing strategies and points of grammar and punctuation use. Individuals develop a plan of study as suggested by instructor recommendation and diagnostic assessment. (Non Credit.) Effective: Fall 2014.

ENGL 749—Writers' Workshop (0.0) A new version of this course will be effective Summer 2021
1.0-4.0 Lab. 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. (Non Credit.) Effective: Summer 2016 to Summer 2021.

ENGL 749—Writers' Workshop (0.0)
1.0-3.0 Lab. Writers' Workshop is an open enrollment class, allowing life-long learners and students from any discipline to participate in facilitated writing, reading, and feedback activities, using best communication protocols. Activities may include generative writing games, freewriting prompts, mindfulness and contemplative practices, reader response work, and an examination of social problems and solutions through research, writing, revision, performance, publication, and interaction with visiting writers and scholars. (Non Credit.) Effective: Summer 2021.

ENGL 756—High School Equivalency/GED Preparation (0.0) A new version of this course will be effective Summer 2020
1.0-8.0 Lab. 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. (Non Credit.) Effective: Spring 2015 to Summer 2020.

ENGL 756—High School Equivalency/GED Preparation (0.0)
1.0-8.0 Lab. 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. (Non Credit.) Effective: Summer 2020.

Film, TV, and Electronic Media

Film, TV, and Electronic Media



Film, TV, and Electronic Media AS-T Degree

The dynamic area of Film, Television and Electronic Media is a convergence of industries that utilize technology and artistic concepts to communicate stories and information through visual and aural

means. Students are trained in the use of camera, sound, lighting, editing, and other production tools, as well as the historical, business, and aesthetic background necessary to apply these skills in a variety of program forms for both traditional and newer media. An Associate Degree for Transfer in Film, Television, and Electronic Media prepares the student for majors at the CSU colleges that include Radio-TV-Film, Film and Electronic Arts, Television Production, Film Production, Cinema, and Producing. Many university programs combine this lower-division training with coursework in Animation, Video Game Production, Visual Effects, and Film Studies. A degree in these areas can prepare students for careers in television, film, advertising, and other electronic media as writers, directors, production crew, editors, other post production crew, and producer.

Associate Degree for Transfer Requirements:

(1) Completion of 60 semester units that are eligible for transfer to the California State University, including both of the following:

(A) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education - Breadth Requirements.

(B) A minimum of 18 semester units in a major or area of emphasis, as determined by the community college district.

(2) Obtainment of a minimum grade point average of 2.0.

Title 5 section 55063(a) also require that students must earn a C or better in all courses required for the major or area of emphasis, or a "P" if the course was taken on a 'pass-no-pass' basis.

Required Core		**Units:** 6
MCTV 16	History and Culture of Television, Film and New Media	3
OR		
JOUR 10	Mass Media and Society	3
HUM 3	Introduction to Cinematic Arts, Film and Television	3
THEA 20	Introduction to Scriptwriting	3
List A Area 1 - Audio Production		**Units:** 3
MCTV 6	Introduction to Audio Production	3
OR		
THEA 6	Introduction to Audio Production	3
List A Area 2 - Video or Film Production		**Units:** 3
MCTV 18	Single Camera Production	3
OR		
THEA 18	Single Camera Production	3
MCTV 17A	Television and Video Workshop	3
OR		
THEA 17A	Television and Video Workshop	3
HUM 25	Motion Picture Production	3

LIST B: Select one course not already used from the above categories **Units:** 3

List C: Elective **Units:** 3

One course not used from the above categories OR one of the following

HUM 4	Introduction to American Cinema	3
HUM 6	Contemporary World Cinema	3
HUM 10	Approaches to Contemporary Film	3
MCTV 43	Digital Video Editing	3
MCTV 19	Acting and Voice for TV, Film and Media	3
OR		
THEA 19	Acting and Voice for TV, Film and Media	3

Required for the Major: 18 Units **Units:**
Double Counted Units: CSU: 24 units; IGETC: 0 units **Units:**
General Education Requirements: CSU: 39 units; IGETC: 37 units **Units:** 37-39
Total Units for the Degree: 60 Units **Units:**
Total: 55

Courses

MCTV 6—Introduction to Audio Production (3.0) A new version of this course will be effective Spring 2020
2.0 Lecture, 3.0 Lab. The theory and practice of audio techniques in radio, television, film and multimedia including acoustics, audio language and terms, signal flow, use of microphones, use of microphones, use of mixers and related audio production and digital recording equipment and the aesthetic aspects of sound mixing and post production. Students will be able to apply knowledge and gain hands-on experience recording, editing, mixing and mastering audio. This course has the option of a letter grade or pass/no pass. This course is also listed as THEA 6. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2015 to Spring 2020.

MCTV 6—Introduction to Audio Production (3.0)
2.0 Lecture, 3.0 Lab. The theory and practice of audio techniques in radio, television, film and multimedia including acoustics, audio language and terms, signal flow, use of microphones, use of microphones, use of mixers and related audio production and digital recording equipment and the aesthetic aspects of sound mixing and post production. Students will be able to apply knowledge and gain hands-on experience recording, editing, mixing and mastering audio. This course has the option of a letter grade or pass/no pass. This course is also listed as THEA 6. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2020.

MCTV 16—History and Culture of Television, Film and New Media (3.0)
3.0 Lecture. This course provides an introduction and history of electronic media including radio, television, film, the internet, and other new media. The impact on and reflection of the current social environment is explored through review and analysis of television programs, films, internet webisodes, and other electronic media programming. This course is also listed as THEA 16. ADVISORY: Eligible for English 250 and 260. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2018.

MCTV 17A—Television and Video Workshop (3.0)
2.0 Lecture, 3.0 Lab. Introduction to theory, terminology and operation of a multi-camera television studio and control room. Including: production, studio signal flow, directing, camera theory and operation, audio equipment set-up, switcher operation, fundamentals of lighting, graphics, video control and recording and live video production. (Standard Letter Grade.) Effective: Spring 2019.

MCTV 18—Single Camera Production (3.0)

2.0 Lecture, 3.0 Lab. This course provides an introduction to the theory, terminology, and operation of single camera video production, including story creation, image composition, camera operation, portable lighting and audio operation and basic editing. This course focuses on the aesthetics and fundamentals of video story production including script writing, producing, directing, acting, post-production, and distribution. This course is also listed as THEA 18. (C-ID: FTVE 130) (Standard Letter Grade.) Effective: Fall 2016.

MCTV 19—Acting and Voice for TV, Film and Media (3.0) A new version of this course will be effective Spring 2021
2.0 Lecture, 3.0 Lab. Theory and practice of acting, performance and development of voice, articulation and pronunciation for TV, film, and media. Learning experiences include project in broadcasting, reporting, commercials, public service announcements (PSA), comedy and drama. This course has the option of a letter grade or pass/no pass. This course is also listed as THEA 19. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2015 to Spring 2021.

MCTV 19—Acting and Voice for TV, Film and Media (3.0)
2.0 Lecture, 3.0 Lab. Theory and practice of acting, performance and development of voice, articulation and pronunciation for TV, film, and media. Learning experiences include project in broadcasting, reporting, commercials, public service announcements (PSA), comedy and drama. This course has the option of a letter grade or pass/no pass. This course is also listed as THEA 19. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

MCTV 43—Digital Video Editing (3.0)
3.0 Lecture. Introduction to the aesthetic and technical aspects of non-linear editing, visual effect generation, and video production using computers equipped with specialized production software such as Final Cut Pro, Premiere, After Effects, and Pro Tools. The class will also cover the preparation of digital video in various formats for distribution and the internet. (Standard Letter Grade.) Effective: Spring 2019.

Fire Science

Fire Science



Fire Science CA

The Fire Fighter 1/EMT Certificate program provides a course of study that meets with the minimum requirements for employment as determined by California State Fire Marshal. This program is designed for students who want to take all their work in specialized employment preparatory courses. Upon obtaining a Certificate of Achievement the student can enter skilled employment.

Required Core: **Units:** 23

JFT 17	Emergency Medical Technician	5
JFT 225	Fire Fighter I Academy	18

Total: 23

Courses

JFT 5A—Fire Investigation 1A (1.0)
0.5 Lecture, 1.8 Lab. This 40-hour course provides an introduction and basic overview of fire scene investigation and investigative tools required to collect, document, and preserve evidence. The focus of this course will be on providing information about fire scene indicators and determining the fire's origin. (Pass/No Pass.) Effective: Fall 2011.

JFT 5B—Fire Investigation 1B (1.0) A new version of this course will be effective Fall 2020
0.8 Lecture, 1.5 Lab. This 40 hour course provides information on scene safety, including post blast investigation. Topics include evidence recognition, documentation, and preservation including scene photography and trace evidence. Students will gain knowledge and insight related documentation of findings including case reports, insurance information and other resources available to the investigator. Course methodology includes presentations, case studies, group exercises, focused discussions and written assignments. PREREQUISITE: FIR173A or Fire Investigation 1A through the California State Fire Marshal's Office. (Standard Letter Grade.) Effective: Fall 2014 to Fall 2020.

JFT 5B—Fire Investigation 1B (1.0)
0.8 Lecture, 1.5 Lab. This 40 hour course provides information on scene safety, including post blast investigation. Topics include evidence recognition, documentation, and preservation including scene photography and trace evidence. Students will gain knowledge and insight related documentation of findings including case reports, insurance information and other resources available to the investigator. Course methodology includes presentations, case studies, group exercises, focused discussions and written assignments. PREREQUISITE Fire Investigation 1A. (Standard Letter Grade.) Effective: Fall 2020.

JFT 7A—Fire Apparatus Drive-Operator 1A (1.0)
0.8 Lecture, 1.5 Lab. This course provides information on fire apparatus preventive maintenance and driving/operating. Topics include routine tests, inspections, and servicing functions, operate, back, maneuver, and turn a fire apparatus in a variety of conditions; and operate all fixed systems and equipment on a fire apparatus. This course fulfills the requirements for a Class C Firefighter Endorsement. ADVISORY: Eligible for English 250 and English 420. PREREQUISITE: California State Marshal certified fire fighter 1 academy or equivalent as determined by the Dean of Academy Instruction. Note: Approval of equivalent training is not a guarantee state regulatory or licensing agencies will also grant equivalency. Prior to beginning this course students must already be familiar with, and be able to demonstrate all of the skills listed below. These will not be taught in the course, rather they will be the starting point for advanced fire fighter training that builds upon them. These minimum knowledge and skill levels are regarding: 1. Firefighter safety 2. Familiarity with safe techniques for mounting and dismounting an apparatus. 3. Knowledge of all firefighting tools and equipment, ladders, and hoses. 4. Knowledge of all firefighting personal protective equipment, including hand and eye protection 5. Radio procedures 6. Effective verbal communication used in fire fighting 7. Fire Protection Water Systems (Standard Letter Grade.) Effective: Fall 2016.

JFT 7B—Fire Apparatus Driver, Operator 1B (1.0)

0.8 Lecture, 1.5 Lab. This course provides information on pumping apparatus preventive maintenance and operations. Topics include routine tests, inspections, and servicing functions; producing hand, master, and foam streams, relay pump operations; and supplying water to fire sprinkler and stand pump systems. This course is based on the 2014 edition of NFPA 1002 Standard for Fire Apparatus Driver/ Operator Professional Qualifications. ADVISORY: Eligible for English 250 and English 420 PREREQUISITE: Firefighter Academy 1 certificate or equivalent, Fire Apparatus Driver/Operator 1A California State Marshal certified Fire Apparatus Driver/ Operator 1A or equivalent as determined by the Dean of Academy Instruction. Note: Approval of equivalent training is not a guarantee state regulatory or licensing agencies will also grant equivalency. Prior to beginning this course students must be familiar with, and be able to demonstrate all of the skills listed below. These will not be taught in the course, rather they will be the starting point for advanced fire fighter training that builds upon them. These minimum knowledge and skill levels are regarding: 1. Firefighter safety 2. Knowledge of SCBA use and emergency procedures 3. Safe mounting and dismounting of apparatus 4. Knowledge of all firefighting personal protective equipment, including hand and eye protection 5. Familiarity of all firefighting tools and equipment, ladders, and hoses including appropriate selection, carry, and use for each type across all types of emergencies. 6. Fuel types, precautions and suppression method(s) 7. Appropriate use of class A, B, and C fire extinguishers 8. Effective verbal communication used in fire fighting 9. Salvage and overhaul 10. First responder CPR and aid (Standard Letter Grade.) Effective: Fall 2016.

JFT 7C—Fire Driver/Operator Aerial/Tiller Truck Operations (1.0) A new version of this course will be effective Fall 2020

0.7 Lecture, 1.5 Lab. This course is for students responsible for operating fire apparatus equipped with an aerial device. Topics include inspecting, maintaining, and testing of aerial devices. Practical application requires driving an aerial apparatus including tiller operations, positioning and stabilizing the apparatus, and operating the aerial device. ADVISORY: JFT 7A and JFT 7B. (Pass/No Pass.) Effective: Fall 2014 to Fall 2020.

JFT 7C—Fire Driver Operator Tiller Truck Operations (1.0)

0.7 Lecture, 1.6 Lab. This course is for students responsible for operating fire apparatus equipped with an tiller apparatus. Topics include inspecting, maintaining, and testing of tiller devices. Practical application requires driving an tiller apparatus including tiller operations, positioning and stabilizing the apparatus, and operating the tiller device. Pre-requisite JFT 225 or JFT 8 ADVISORY: JFT 7A and JFT 7B. (Pass/No Pass.) Effective: Fall 2020.

JFT 10—Fire Fighter II (3.5) A new version of this course will be effective Spring 2020

2.4 Lecture, 4.5 Lab. This course is the second in a series of courses that provides the skills and knowledge needed for entry level professional fire fighter to perform his/her duties safely, effectively, and competently. The curriculum is based on the 2013 edition of NFPA 1001 Standard for Fire Fighter Professional Qualifications. The five overarching themes of the California State Fire Fighter II curriculum are: general knowledge germane to the profession, fire department communications, fireground operations, rescue operations, and prevention, preparedness, and maintenance. PREREQUISITE: Fire Fighter I (Standard Letter Grade.) Effective: Fall 2015 to Spring 2020.

JFT 10—Fire Fighter II (3.5)

1.1 Lecture, 6.0 Lab. This course is the second in a series of courses that provides the skills and knowledge needed for entry level professional fire fighter to perform his/her duties safely, effectively, and competently. The five overarching themes of the California State Fire Fighter II curriculum are: general knowledge germane to the profession, fire department communications, fireground operations, rescue operations, and prevention, preparedness, and maintenance. PREREQUISITE: Fire Fighter I (Standard Letter Grade.) Effective: Spring 2020.

JFT 13—Low Angle Rope Rescue Operational Course (0.5)

0.2 Lecture, 1.1 Lab. The Low Angle Rope Rescue Operational course is designed to provide training for responders in low angle rope rescue operations. This course will also provide training in

a subject element required for the California Urban Search and Rescue (US and R) Basic and Light Operational Level. (Pass/No Pass.) Effective: Fall 2017.

JFT 14—Fire CDF Academy (2.0-4.0)
1.1-1.6 Lecture, 3.4-7.3 Lab. This course provides a basic firefighter course oriented toward the equipment utilized on CDF engines. Fundamentals of wildland fire control, pumping skills, incident command and techniques of controlling other emergency incidents are covered with a strong safety perspective. The course is structured with a maximum emphasis on demonstration, student application and performance examinations. (Standard Letter Grade.) Effective: Spring 2018.

JFT 15—CDF Fire Academy Refresher (0.5-2.0)
0.2-0.4 Lecture, 1.2-4.0 Lab. This is a refresher course for the Basic CDF Firefighter Academy. Returning firefighters must pass the returning firefighter written examination before working on an emergency incident. The subjects are intended to give the Firefighter 1 a basic knowledge which is needed prior to emergency response. Students are required to meet the minimum standard as noted in the behavioral objective for each subject/topic. Candidates for qualification under this course must meet the basic requirements for employment as a CDF Firefighter 1. (Standard Letter Grade.) Effective: Fall 2017.

JFT 17—Emergency Medical Technician (5.0) A new version of this course will be effective Fall 2020
2.7 Lecture, 8.2 Lab. This course is designed to prepare students to render pre-hospital basic life support services, including cardiopulmonary resuscitation, with emphasis on field application, practices, and techniques vital to the interaction of EMT-I personnel with all levels of emergency medical personnel. PREREQUISITE: CPR Emergency Responder ADVISORY: Eligible for English 250 and English 420. (Standard Letter Grade.) Effective: Spring 2016 to Fall 2020.

JFT 17—Emergency Medical Technician (5.0)
2.5 Lecture, 8.0 Lab. This course is designed to prepare students to render pre-hospital basic life support services, including cardiopulmonary resuscitation, with emphasis on field application, practices, and techniques vital to the interaction of EMT-I personnel with all levels of emergency medical personnel. PREREQUISITE: First Aid CPR Responder ADVISORY: Eligible for English 280 or English 1A (Standard Letter Grade.) Effective: Fall 2020.

JFT 18A—Haz Mat 1A Basic Chemistry of Hazardous Materials (1.0)
0.8 Lecture, 1.5 Lab. Designed to provide the students with a basic foundation in chemistry and physics as they relate to hazardous materials incidents. Topics include an overview of chemical and physical properties, chemical structures and formulas, covalent and ionic bonding, safety, personal protective equipment, operational procedures, Periodic Table of Elements, different types of chemical compounds, and the combustion process as it relates to hazardous materials. (Pass/No Pass.) Effective: Fall 2018.

JFT 18B—Haz Mat Technician 1B - Applied Chemistry-Field ID of Chem (1.0)
0.8 Lecture, 1.5 Lab. Designed for hazardous materials emergency responders. Emphasizes application of topics learned in Hazardous Materials 1A. Includes the use of filed monitoring and detection devices, sample collection of equipment, and field identification procedures for verifying identifying and classifying unknown chemicals. (Standard Letter Grade.) Effective: Fall 2018.

JFT 19—Emergency Medical Technician Clinical (0.5)
1.4 Lab. This course gives EMT students emergency department, ambulance, and transport experience while working with patients. PREREQUISITE: JFT 17 (Standard Letter Grade.) Effective: Fall 2020.

JFT 20—HAZ MAT First Responder (0.5-1.0)
0.3-0.8 Lecture, 0.6-1.5 Lab. This course is designed for fire department personnel who may respond to releases or potential releases of hazardous materials as part of the initial response to the site for the purpose of protecting nearby persons, property, or the environment from the effects of the release. This course will provide defensive tactics to contain the release from a safe distance,

keep it from spreading, and prevent exposures without trying to stop the release. Meets and exceeds the requirements for CFR 29 1910.120 and CCR Title 8. (Pass/No Pass.) Effective: Fall 2018.

JFT 30—Paramedic Core (11.0-14.0)
5.0-7.0 Lecture, 17.3-20.8 Lab. This course is designed to guide students to successful completion of the National Registry EMT-Paramedic exam and meets the training requirements mandated by the State of California, California Code of Regulations Title 22. The didactic instruction represents the delivery of primarily cognitive material. This is the first part of a three-part program. Students must successfully complete the didactic portion of training prior to progressing to Clinical training (part two). PREREQUISITE: JFT 17 EMT, (Standard Letter Grade.) Effective: Fall 2013.

JFT 31—Paramedic - Clinical (4.0-7.0)
11.8-22.1 Lab. Application of skills that demonstrate principles and concepts of anatomy, physiology, pathophysiology, clinical symptoms and diagnosis as the pertain to pre-hospital emergency medical care of the sick and injured. The students will rotate through specialty areas of the hospital departments: pediatrics, pediatric intensive care unit, labor and delivery, surgery (airway management), respiratory therapy, other selected hospital areas, assisted Living, Skills Nursing Facilities, and facilities for the mentally and physically challenged. (Pass/No Pass.) Effective: Fall 2017.

JFT 32—Paramedic - Internship (12.0-18.0)
36.0-53.0 Lab. Application of paramedic knowledge and skills in the clinical setting as an intern responding on a 911 ambulance to ill and injured patients while being instructed and evaluated by a field preceptor. The student will have the task of initiating, providing and directing entire emergency patient care while under the supervision of a preceptor. This ambulance field internship is required for certification as an EMT-Paramedic in California. (Pass/No Pass.) Effective: Fall 2017.

JFT 33—Emergency Medical Technician - Refresher (0.5-1.0) A new version of this course will be effective Fall 2020
0.5 Lecture, 0.9-1.8 Lab. EMT-Basic Refresher curriculum consists of 24-40 hours. The refresher training program is divided into six modules and follows the National Standards Curricula. This refresher course is competency based. EMTs who successfully complete this course must demonstrate competency over the knowledge and skills outlined in this refresher education program. This is a pass/no pass course. PREREQUISITE: Must possess current National EMS Certification, EMT Card. (Pass/No Pass.) Effective: Fall 2013 to Fall 2020.

JFT 33—Emergency Medical Technician - Refresher (0.5-1.0)
0.5 Lecture, 0.9-1.8 Lab. EMT-Basic Refresher curriculum consists of 24-40 hours. The refresher training program is divided into six modules and follows the National Standards Curricula. This refresher course is competency based. EMTs who successfully complete this course must demonstrate competency over the knowledge and skills outlined in this refresher education program. This is a pass/no pass course. PREREQUISITE: JFT 17 or equivalent, must possess current National EMS Certification, EMT Card. (Pass/No Pass.) Effective: Fall 2020.

JFT 35—Fire Fighter Survival (0.5)
0.5 Lecture, 0.5 Lab. This 16 hour Fire Fighter Survival course was developed in the continuing effort to reduce the number of fire fighter injuries and fatalities that occur on an annual basis. The course will supply the student with a greater understanding of the need for situational awareness, fire fighter survival skills, and the technical survival skills to help avoid committing fatal errors on the fireground. This course is a pass/no pass course. PREREQUISITE: California State Marshal certified fire fighter 1 academy or equivalent as determined by the Dean of Academy Instruction. Note: Approval of equivalent training is not a guarantee state regulatory or licensing agencies will also grant equivalency. Prior to beginning this course students must already be familiar with, and be able to demonstrate all of the skills listed below. These will not be taught in the course, rather they will be the starting point for advanced fire fighter training that builds upon them. These minimum knowledge and skill levels are regarding: 1. Firefighter safety 2. Don and use SCBA,

emergency procedure for SCBA failure 3. Determination of air supply in the hazardous atmosphere 4. Safe mounting and dismounting of apparatus 5. Knowledge of all firefighting personal protective equipment, including hand and eye protection 6. Knowledge of all firefighting tools and equipment, ladders, and hoses including appropriate selection, carry, and use for each type across all types of emergencies. 7. Horizontal and vertical ventilation on a structure 8. Hazardous materials and safety precautions 9. Attack technique for an interior structure fire 10. Structure search and rescue including conscious and unconscious victim removal 11. Rescue knots such as bowline, clove hitch, figure eight on a bight, half hitch, and Becket. 12. Familiarity with radio procedures 13. Effective verbal communication used in firefighting 14. First responder CPR and first aid (Pass/No Pass.) Effective: Spring 2017.

JFT 100—Principles of Emergency Service (3.0)
3.0 Lecture. This course provides an overview to fire protection and emergency services; career opportunities in fire protection and related fields; culture and history of emergency services; fire loss analysis; organization and function of public and private fire protection services; fire departments as part of local government; laws and regulations affecting the fire service; fire service nomenclature; specific fire protection functions; basic fire chemistry and physics; introduction to fire protection systems; introduction to fire strategy and tactics; life safety initiatives. (Standard Letter Grade.) Effective: Fall 2017.

JFT 104—Fire Safety Officer S-404 (0.5) A new version of this course will be effective Fall 2020
0.5 Lecture, 0.9-1.4 Lab. Provides students specific focus on operations within an Incident Command System as a Safety Officer. Topics include safety officer effectiveness, analysis techniques, safety messages, briefings and reports, and high hazard operations. PREREQUISITE: Firefighter I or Equivalent (Pass/No Pass.) Effective: Spring 2015 to Fall 2020.

JFT 104—Fire Safety Officer S-404 (0.5)
0.5 Lecture, 0.9-1.8 Lab. Provides students specific focus on operations within an Incident Command System as a Safety Officer. Topics include safety officer effectiveness, analysis techniques, safety messages, briefings and reports, and high hazard operations. PREREQUISITE: Firefighter I or Equivalent. JFT 225 or JFT 8. (Pass/No Pass.) Effective: Fall 2020.

JFT 105—Fire Control 3A - Structural Fire Fighting in Acquired Structures (0.5) This course will be discontinued effective Spring 2021
0.2 Lecture, 0.6 Lab. This 14 hour course is designed to develop fundamental skills in combating structure fires by providing the students with a thorough understanding of information on fire behavior, ventilation procedures and techniques, interior fire attack, and exterior attack. The opportunity to reinforce the student's understanding of fire behavior is provided in all of the exercises to be conducted during the delivery of the Fire Control 3A class. PREREQUISITE: Certified Fire Fighter I or Equivalent (Pass/No Pass.) Effective: Spring 2016 to Spring 2021.

JFT 106—Fire Control 3B-Structural Firefighting in Live-fire Simulators (0.5) This course will be discontinued effective Spring 2021
0.2 Lecture, 0.6 Lab. This 14 hour course is designed to develop fundamental skills in combating structure fires by providing the students with a thorough understanding of information on fire behavior. The opportunity to reinforce the student's understanding of fire behavior is provided in all the exercises to be conducted during the delivery of the Fire Control 3B class. PREREQUISITE: Certified Firefighter I of equivalent and Fire Control 3A. (Pass/No Pass.) Effective: Spring 2016 to Spring 2021.

JFT 107—Fire Crew Boss - S-230 (0.5) This course will be discontinued effective Spring 2021
0.7 Lecture, 0.7 Lab. This course is required training for all personnel desiring to be qualified as a single resource boss. The concepts in this course are to be applied to all single resource boss positions, not just the Crew Boss of a hand crew. Lessons provide introduction to operational leadership, mobilization, arrival at the incident, risk management, entrapment avoidance, safety

and tactics, offline duties, demobilization, and post-incident responsibilities. PREREQUISITE: Qualified as a Firefighter I or equivalent. (Standard Letter Grade.) Effective: Summer 2016 to Spring 2021.

JFT 108—Engine Boss S-231 (0.5)
0.5 Lecture, 0.4 Lab. This course is designed to meet the training needs of an incident Engine Boss outlined in the Wildland and Prescribed Fire Qualification System Guide, PMS 310-1, and the Position Task Book (PTB) developed for the position of Single Resource Boss, Engine (ENGB). The course will cover the task of an Engine Boss in making the tactical decisions required to safely manage an engine and personnel on an incident. This is a pass/no pass course. PREREQUISITE: Basic Fire Fighter I Academy certificate or equivalent. (Pass/No Pass.) Effective: Fall 2015.

JFT 112—Rope Rescue Technician (1.0)
0.5 Lecture, 1.8 Lab. This course provides information on high-angle rescue, familiarizing participants with operation of simple, complex, and compound rope rescue systems in the high-angle environment. PREREQUISITE: Fire Fighter I or equivalent. (Pass/No Pass.) Effective: Spring 2021.

JFT 113—Rope Rescue Awareness/Operation (1.0)
0.5 Lecture, 1.8 Lab. This course provides information on low-angle and high-angle rescue, familiarizing participants with operation of simple, complex, and compound rope rescue systems in the low and high angle environment. PREREQUISITE: Fire Fighter I or equivalent. (Pass/No Pass.) Effective: Spring 2021.

JFT 130—Building Construction for Fire Protection (3.0)
3.0 Lecture. This course provides the components of building construction related to firefighter and life safety. The elements of construction and design of structures are shown to be key factors when inspecting buildings, pre-planning fire operations, and operating at emergencies. (Standard Letter Grade.) Effective: Fall 2017.

JFT 134—Firing Operations Firing Methods (0.5-2.0) A new version of this course will be effective Fall 2020
0.5 Lecture, 1.4-4.1 Lab. The course will provide knowledge and skills needed to develop and implement defensive firing operations. The course will cover advanced defensive firing techniques and provide awareness of offensive firing techniques and planning. Students completing this course with substantial firing experience will be able to implement offensive firing plans. PREREQUISITE: Fire Fighter I or Equivalent. (Pass/No Pass.) Effective: Spring 2015 to Fall 2020.

JFT 134—Firing Operations Firing Methods (0.5-2.0)
0.5 Lecture, 1.3-4.0 Lab. The course will provide knowledge and skills needed to develop and implement defensive firing operations. The course will cover advanced defensive firing techniques and provide awareness of offensive firing techniques and planning. Students completing this course with substantial firing experience will be able to implement offensive firing plans. PREREQUISITE: Fire Fighter I or Equivalent. JFT 225 or JFT 8. (Pass/No Pass.) Effective: Fall 2020.

JFT 140—Fire Behavior and Combustion (3.0)
3.0 Lecture. This course explores the theories and fundamentals of how and why fires start, spread, and are controlled. (Standard Letter Grade.) Effective: Fall 2017.

JFT 150—Principles of Fire and Emergency Services Safety and Survival (3.0)
3.0 Lecture. This course introduces the basic principles and history related to the national firefighter life safety initiatives, focusing on the need for cultural and behavior change throughout the emergency services. This course is part of the Fire Science Certificate program. (Standard Letter Grade.) Effective: Fall 2017.

JFT 160—Fire Protection Systems (3.0)
3.0 Lecture. This course provides information relating to the features of design and operation of fire alarm systems, water-based fire suppression systems, special hazard fire suppression systems,

water supply for fire protection and portable fire extinguishers. (Standard Letter Grade.) Effective: Fall 2017.

JFT 202—I-300 Intermediate Incident Command System (0.5) A new version of this course will be effective Fall 2020
0.5 Lecture, 1.1 Lab. This course consists of five modules developed by the National Wildfire Coordinating Group to train students to manage complex emergency incidents. This course provides more descriptions and details of the organization and operations of the ICS, covers management of resources, describes the duties of all positions including the Air Operations organization, and provides examples of how the essential principles are used in incident event planning. This is a pass/no pass course. PREREQUISITE: Fire Fighter I or equivalent. ADVISORY: I-200, Basic ICS or equivalent. (Pass/No Pass.) Effective: Fall 2013 to Fall 2020.

JFT 202—I-300 Intermediate Incident Command System (0.5)
0.5 Lecture, 1.1 Lab. This course consists of five modules developed by the National Wildfire Coordinating Group to train students to manage complex emergency incidents. This course provides more descriptions and details of the organization and operations of the ICS, covers management of resources, describes the duties of all positions including the Air Operations organization, and provides examples of how the essential principles are used in incident event planning. This is a pass/no pass course. PREREQUISITE: Fire Fighter I or equivalent. JFT 25 or JFT 8. (Pass/No Pass.) Effective: Fall 2020.

JFT 203—I-400 Advanced Incident Command System (0.5)
0.5 Lecture, 0.9 Lab. This Incident Command System course is designed for Chief Officers. Consists of four modules developed by the National Wildfire Coordinating Group to meet the needs of command officers managing complex emergency incidents. Advanced ICS expands upon much of the material covered in the I-300 class. Emphasizes large-scale development; roles and relationships of primary staff, the planning, operational, logistical and fiscal considerations related to large and complex incident and event management. Describes the application of Area Command and the importance of inter-agency coordination on complex incidents and events. (Pass/No Pass.) Effective: Fall 2017.

JFT 205—Fire Continued Professional Training (0.5-2.0)
0.0-1.4 Lecture, 1.4-3.2 Lab. This course provides training recommended by the California State Fire Marshall to keep students current with new equipment, policies, laws and skills needed to be prepared in the line of duty. It also prepares the student with command awareness and the control techniques required to effectively manage a fire fighter emergency event should the situation occur. PREREQUISITE: Graduation from a California State Fire Academy. (Pass/No Pass.) Effective: Spring 2017.

JFT 206—Auto Extrication (0.5)
0.3 Lecture, 1.0 Lab. This course provides the knowledge and skills to prepare a student to extricate victim(s) from a common passenger vehicle in a safe and effective manner in accordance with AHJ policies and procedures. This is a pass/no pass course. PREREQUISITE: California State Marshal certified fire fighter 1 academy as determined by the Dean of Academy Instruction. Note: Approval of equivalent training is not a guarantee state regulatory or licensing agencies will also grant equivalency. Prior to beginning this course students must already be familiar with, and be able to demonstrate all of the skills listed below. These will not be taught in the course, rather they will be the starting point for advanced fire fighter training that builds upon them. These minimum knowledge and skill levels are regarding: 1. Firefighter safety 2. Knowledge of SCBA use and emergency procedures 3. Safe mounting and dismounting of apparatus 4. Knowledge of all firefighting personal protective equipment, including hand and eye protection 5. Familiarity of all firefighting tools and equipment, ladders, and hoses including appropriate selection, carry, and use for each type across all types of emergencies. 6. Fuel types, precautions, and suppression method(s) 7. Appropriate use of class A, B, and C fire extinguishers 8. Effective verbal communication used in fire fighting 9. Salvage and overhaul 10. First responder CPR and first aid (Pass/No Pass.) Effective: Fall 2016.

JFT 208—Rapid Intervention Crew Operation (0.5)
0.2 Lecture, 1.1 Lab. The Rapid Intervention Crew (RIC) Operations course trains firefighters to rescue a downed firefighter in an immediately dangerous to life and health environment, in the continuing effort to reduce the number of firefighter injuries and deaths that occur regularly. The course will focus on the three phases of a RIC operation: 1) pre-deployment, 2) deployment, and 3) rescue. . (Pass/No Pass.) Effective: Fall 2018.

JFT 209—Wildland Fire Origin and Cause Determination FI-210 (0.5) A new version of this course will be effective Spring 2020
0.6 Lecture, 1.3 Lab. This course is designed to meet the requirements of the National Wildfire Coordinating Group (NWCG) for Wildland Fire Investigator certification, as outlined in the Wildland and Prescribed Fire Qualifications System Guide (PMS 310-1), and the Position Task Book. The concepts taught in this course meet the minimum national performance standards for a Wildland Fire Investigator. This is a pass/no pass course. PREREQUISITE: JFT 8 1. State Fire Marshall certified basic fire fighting academy diploma or equivalent as determined by the Dean of Academy Instruction. NOTE: Approval of equivalent training is not a guarantee state regulatory or licensing agencies will also grant equivalency. 2. Prior to beginning this course students must already be familiar with, and be able to demonstrate all of the skills listed below. These will not be taught in the course; rather, they will be the starting point for advanced officer training that builds upon them. These minimum knowledge and skill levels are regarding: 1. Firefighter safety 2. Pertinent Vehicle, and Health&Safety codes 3. Familiarity with procedures for safe operation at emergency scenes 4. Knowledge of wildland firefighting personal protective equipment, including fire shelter 5. Knowledge of uses, inspection procedures, and maintenance for wildland tools and equipment 6. Knowledge of fuel types, precautions, and suppression method(s) 7. Knowledge of radio procedures and codes 8. Effective verbal communication used in fire fighting 9. Knowledge of the methods of heat transfer 10. Familiarity with wildland fire behavior conditions 11. Familiarity with wildland fire suppression equipment requirements 12. Familiarity with standard agency policies and procedures regarding wildland fire hazards and unsafe situations 13. Familiarity with wildland fire suppression tools, water, and other supression agents equipment. 14. Familiarity with fireline construction and reinforcement (Pass/No Pass.) Effective: Fall 2016 to Spring 2020.

JFT 209—Wildland Fire Origin and Cause Determination FI-210 (0.5)
0.6 Lecture, 1.3 Lab. This course is designed to meet the requirements of the National Wildfire Coordinating Group (NWCG) for Wildland Fire Investigator certification, as outlined in the Wildland and Prescribed Fire Qualifications System Guide (PMS 310-1), and the Position Task Book. The concepts taught in this course meet the minimum national performance standards for a Wildland Fire Investigator. This is a pass/no pass course. PREREQUISITE: JFT 8 or JFT 225. (Pass/No Pass.) Effective: Spring 2020.

JFT 211—Fire Company Officer 2A (1.0)
1.0 Lecture, 1.3 Lab. This course provides information on the use of human resources to accomplish assignments, evaluating member performance, supervising personnel, and integrating health and safety plans, policies, and procedures into daily activities as well as the emergency scene. PREREQUISITE: Basic Fire Academy Certificate or Equivalent (Pass/No Pass.) Effective: Fall 2016.

JFT 212—Fire Company Officer 2D (1.0)
1.0 Lecture, 1.3 Lab. This course provides information on conducting incident size-up, developing and implementing an initial plan of action involving single and multiunit operations for various types of emergency incidents to mitigate the situation following agency safety procedures, conducting pre-incident planning, and develop and conduct a post-incident analysis. PREREQUISITE: Fire Fighter I Academy or Equivalent (Pass/No Pass.) Effective: Fall 2016.

JFT 214—Rescue Systems I Basic Rescue Skills (1.0)
0.5 Lecture, 1.8 Lab. This course familiarizes the student with the requirements for the California Urban Search and Rescue (US and R) Basic and Light Operational Levels. Topics include: Team organization, rescue and environmental considerations, use of ropes, knots rigging and pulley

systems, descending, rappelling, and belaying tools and techniques, subsurface rescue techniques, use of cribbing, wedges, cutting/ prying hydraulic tools, use of fire service ladders in specialized rescue situations, and day and night simulated rescue exercises. This course was previously listed as JFT 11. Prerequisite: JFT 225 (Pass/No Pass.) Effective: Fall 2018.

JFT 215—Fire Officer Supervisor Academy (2.0)
1.4 Lecture, 3.1 Lab. This 80 hour California Fire Marshal certified course provides students with techniques for becoming an effective Fire Officer Supervisor. Topic will include leadership ethics, team building, employee performance appraisals, report writing, harassment and discrimination policies, and planning and delegation techniques. This is a pass/no pass course. PREREQUISITE: California State Marshal certified fire fighter 1 academy as determined by the Dean of Academy Instruction. Note: Approval of equivalent training is not a guarantee state regulatory or licensing agencies will also grant equivalency. Prior to beginning this course students must already be familiar with, and be able to demonstrate all of the skills listed below. These will not be taught in the course, rather they will be the starting point for advanced fire fighter training that builds upon them. These minimum knowledge and skill levels are regarding: 1. Effective verbal communication used in fire situations 2. Knowledge of all firefighting personal protective equipment, including hand and eye protection 3. Familiarity with essential tasks and job functions of fire service ranks and positions 4. Familiarity with the fire service agency rules and regulations 5. Fire fighter safety 6. Proper and safe rescue missions 7. Proper and safe forcible entry 8. Knowledge of all firefighting tools and equipment, ladders, and hoses including appropriate selection, carry, and use for each type across all types of emergencies. (Pass/No Pass.) Effective: Fall 2016.

JFT 216—Fire Company Officer 2E (1.0)
0.9 Lecture, 1.4 Lab. This course is designed to provide information on evaluating and reporting incident conditions, analyzing incident needs, developing and implementing a plan of action to deploy incident resources completing all operations to suppress a wildland fire, establishing an incident command post, creating an incident action plan, and completing incident records and reports. PREREQUISITE: Fire Academy I Certificate or Equivalent (Pass/No Pass.) Effective: Fall 2016.

JFT 217—Fire Company Officer 2B (0.5)
0.7 Lecture, 0.4 Lab. This course provides information on general administrative functions and the implementation of department policies and procedures and addresses conveying the fire department's role, image, and mission to the public. PREREQUISITE: Fire Academy I Certificate or Equivalent (Pass/No Pass.) Effective: Fall 2016.

JFT 218—Fire Instructor II Instructional Development (1.0) A new version of this course will be effective Spring 2021
1.0 Lecture, 1.3 Lab. This course provides the skills and knowledge needed for the intermediate level professional instructor to perform his or her duties safely, effectively, and competently. At the end of this course, candidates will be able to develop lesson plans and evaluation instruments, teach and deliver instruction, and evaluate and coach other instructors. The Instructor II will also be able to analyze resources and formulate a program budget. This course was previously listed as JFT 9B. PREREQUISITE: Instructional Methodology Introduction to the Incident Command System (IS-100/B), FEMA or National Incident Management System (IS-700.A), FEMA (Pass/No Pass.) Effective: Spring 2017 to Spring 2021.

JFT 218—Fire Instructor II Instructional Development (1.0)
0.5 Lecture, 1.7 Lab. This course provides the skills and knowledge needed for the intermediate level professional instructor to perform his or her duties safely, effectively, and competently. At the end of this course, candidates will be able to develop lesson plans and evaluation instruments, teach and deliver instruction, and evaluate and coach other instructors. The Instructor II will also be able to analyze resources and formulate a program budget. PREREQUISITE: Fire Fighter I or equivalent. (Pass/No Pass.) Effective: Spring 2021.

JFT 219—Fire Instructor I (1.0) A new version of this course will be effective Spring 2021
0.8 Lecture, 1.5 Lab. This course provides the skills and knowledge needed for the entry level professional instructor to perform his or her duties safely, effectively and competently. This course was previously listed as JFT 9A. PREREQUISITE: Fire Fighter I Classification ADVISORY: Eligible for English 250 and English 420 (Pass/No Pass.) Effective: Spring 2017 to Spring 2021.

JFT 219—Fire Instructor I (1.0)
0.5 Lecture, 1.7 Lab. This course provides the skills and knowledge needed for the entry level professional instructor to perform his or her duties safely, effectively and competently. PREREQUISITE: Fire Fighter I or equivalent. (Pass/No Pass.) Effective: Spring 2021.

JFT 220—Fire Company Officer 2C (1.0)
1.0 Lecture, 1.4 Lab. Course provides information on conducting inspections, identifying hazards and addressing violations, performing a fire investigation to determine preliminary cause and securing the incident scene and preserving evidence. This course was previously listed as JFT 1B. PREREQUISITE: Fire Command 1A - Command Principles for Company Officers, I-220 (Basic ICS). ADVISORY: Eligible for English 250 and English 420. (Pass/No Pass.) Effective: Spring 2017.

JFT 225—Fire Fighter I Academy (18.0) A new version of this course will be effective Fall 2020
10.2 Lecture, 24.9 Lab. This academy includes instruction on basic firefighting skills, laws and regulations affecting the fire service. The course will provide the student with knowledge and skills to safely perform, under minimal supervision, essential and advanced fire ground tasks, basic rescue, basic fire prevention and fire investigation task and to use, inspect, and maintain firefighting and rescue equipment. (Standard Letter Grade.) Effective: Fall 2018 to Fall 2020.

JFT 225—Fire Fighter I Academy (18.0)
10.2 Lecture, 24.9 Lab. This academy includes instruction on basic firefighting skills, laws and regulations affecting the fire service. The course will provide the student with knowledge and skills to safely perform, under minimal supervision, essential and advanced fire ground tasks, basic rescue, basic fire prevention and fire investigation task and to use, inspect, and maintain firefighting and rescue equipment. This course also includes mandated field trips to cover all the material. Previously listed as JFT 8. (Standard Letter Grade.) Effective: Fall 2020.

JFT 226—Fire Fighter Academy II (4.0)
2.0 Lecture, 5.2 Lab. Provides the skills and knowledge needed for the firefighter to take on increased leadership roles and responsibilities pertaining to fire department communications, fireground operations, rescue operations, and fire and life safety initiatives, preparedness, and maintenance. This course follows Firefighter I Academy. Advisory JFT 225 (Standard Letter Grade.) Effective: Spring 2021.

JFT 227—Chief Fire Officer 3A Human Resource Management for Chief Fire (1.0)
0.7 Lecture, 0.7 Lab. This course provides students with a basic knowledge of the human resources requirements related to the roles and responsibilities of a Chief Fire Officer including developing plans for providing employee accommodation, developing hiring procedures, establishing personnel assignments, describing methods of facilitating and encouraging professional development, developing an ongoing education training program, developing promotion procedures, developing proposals for improving employee benefits, and developing a measurable accident and injury prevention program. (Pass/No Pass.) Effective: Fall 2017.

JFT 228—Chief Fire Officer 3B Budget and Fiscal Responsibilities (0.5)
0.4 Lecture, 0.6 Lab. This course provides students with a basic knowledge of the budgeting requirements related to the roles and responsibilities of a Chief Fire Officer including developing a budget management system, developing a division or departmental budget, and describing the process for ensuring competitive bidding. ADVISORY: JFT 8, Fire Fighter I Academy 1. State Fire Marshall certified basic firefighting academy diploma or equivalent as determined by the Dean of

Academy Instruction. NOTE: Approval of equivalent training is not a guarantee state regulatory or licensing agencies will also grant equivalency. 2. Prior to beginning this course students must already be familiar with, and be able to demonstrate all of the skills listed below. These will not be taught in the course; rather, they will be the starting point for advanced officer training that builds upon them. These minimum knowledge and skill levels are regarding: State Fire Professional Certification Tracks Policies and Procedures Fire Department Divisions (Pass/No Pass.) Effective: Fall 2017.

JFT 229—Chief Fire Officer 3C General Administration Functions (1.0)
0.7 Lecture, 0.7 Lab. This course provides students with a basic knowledge of the administration requirements related to the roles and responsibilities of a Chief Fire Officer including directing a department record management system, analyzing and interpreting records and data, developing a model plan for continuous organizational improvement, developing a plan to facilitate approval, preparing community awareness programs, and evaluating the inspection program of the AHJ. (Pass/No Pass.) Effective: Fall 2017.

JFT 230—Chief Fire Officer 3D Emergency Service Delivery Responsibilities (1.0)
0.6 Lecture, 0.8 Lab. This course provides students with a basic knowledge of the emergency service requirements related to the roles and responsibilities of a Chief Fire Officer including developing a plan for the integration of fire services resources, developing an agency resource contingency plan, evaluating incident facilities, supervising multiple resources, developing and utilizing an incident action plan, obtaining incident information to facilitate transfer of command, developing and conducting a post-incident analysis, and maintaining incident records. (Pass/No Pass.) Effective: Fall 2017.

JFT 231—Fire Academy Prep Course (1.0)
1.2 Lecture, 1.5 Lab. This course is designed to prepare potential fire academy students for success in the Fire Academy. The preparation course will include classroom lecture and hands on training. (Pass/No Pass.) Effective: Fall 2018.

JFT 232—Firefighter I Academy Skills Review and Certification (0.5-1.0)
0.9-3.0 Lab. This course reinforces, combines, and integrates the skills learned in the basic fire academy in accordance with the State Fire Marshal Firefighter 1 curriculum. Students are provided the opportunity to take the National Capstone tests for International Fire Service Accreditation Congress (IFSAC) and National Board on Fire Services Professional Qualifications (Pro Board) certifications. Successful completion of this course provides the student with the opportunity to apply for employment as a firefighter in the state of California and outside of California with those states that offer reciprocity. (Pass/No Pass.) Effective: Fall 2017.

JFT 300—Company Officer Academy (2.0)
1.4 Lecture, 2.5 Lab. This course provides the knowledge and skills necessary for developing aspiring company officers. Topics include leadership, progressive discipline, Fire Fighter Bill of Rights, performance appraisals, report writing, fire investigation, command operations, post incident analysis, mutual aid communication plan, disaster relief response, and special operations/ wildland. (Pass/No Pass.) Effective: Fall 2017.

JFT 301—Community Emergency Response Team (0.5)
1.5 Lab. The purpose of the Community Emergency Response Team (CERT) Basic Training is to provide the individuals who complete this course with the basic skills that they will need to respond to their community’s immediate needs in the aftermath of a disaster, when emergency services are not immediately available. By working together, CERT members can assist in saving lives and protecting property using the basic techniques in this course. (Pass/No Pass.) Effective: Fall 2019.

JFT 305—Outdoor Emergency Care (3.0)
2.2 Lecture, 4.7 Lab. This 125 hour course is designed to prepare students to render prehospital basic life support services, including cardiopulmonary resuscitation, with emphasis on field application. practices, and techniques vital to the interaction of Outdoor Emergency Care Technician

with all levels of emergency medical personnel. Students will acquire the knowledge and skills necessary to provide emergency medical care at a basic life support level with a fire, ambulance, or other specialized service. This course is instructed in compliance with Department of Transportation (DOT) regulations and the California Code of Regulations. (Pass/No Pass.) Effective: Fall 2017.

JFT 600—First Aid & CPR (0.0)
0.5-1.0 Lecture, 0.5-1.5 Lab. This 16-40 hour variable course provides First Responded CPR (adult, child, infant), Automated External Defibrillator (AED) and basic first aid measures for a number of medical emergencies and conditions Public Safety Officers may encounter as a First Responder. This course meets POST certification requirements. This course can be adapted to a basic CPR and First Aid for civilians. (Pass/No Pass.) Effective: Spring 2020.

Guidance

Guidance



Guidance: Peer Edu Leadership Basic CP

The Certificate in Peer Education Leadership prepares students to serve in a variety of on and off campus peer education roles including tutoring, mentoring, supplemental instruction, and community leadership. Students will learn a variety of traditional and non-traditional leadership skills and strategies for interacting with individuals and groups of differing opinions, values, cultures, and frames of reference.

Basic Certificate: 4 units. Complete a minimum of 4 units from any of the courses below for the Basic Certificate of Proficiency: **Units:** 4

GUID 52	Peer Mentoring, Education, and Leadership	1
OR		
PSYC 52	Peer Mentoring, Education, and Leadership	1
GUID 28	Tutor Training	1
ENGL 12A	Tutoring Writers: Training	2
PSYC 27	Contemporary Leadership	3

Total: 4

Guidance: Peer Edu Leadership Advanced CP

The Certificate in Peer Education Leadership prepares students to serve in a variety of on and off campus peer education roles including tutoring, mentoring, supplemental instruction, and community leadership. Students will learn a variety of traditional and non-traditional leadership skills and strategies for interacting with individuals and groups of differing opinions, values, cultures, and frames of reference.

Complete a minimum of 4 units from any of the courses below for the Basic Certificate of Proficiency: **Units:** 4

GUID 52	Peer Mentoring, Education, and Leadership	1
OR		
PSYC 52	Peer Mentoring, Education, and Leadership	1
GUID 28	Tutor Training	1
ENGL 12A	Tutoring Writers: Training	2
PSYC 27	Contemporary Leadership	3

Complete 4 additional units from courses not used above and/or from the following for the Advanced Certificate: **Units:** 4

ENGL 212	Tutoring Writers: Practice	1
ENGL 12C	Tutoring Writers: Theory	1
ENGL 12D	Tutoring Writers: Research	1
CMUN 1A	Introduction to Public Speaking	3
CMUN 4	Intercultural Communication	3
CMUN 6	Introduction to Conflict Resolution	3
OR		
POLS 6	Introduction to Conflict Resolution	3
OR		
PSYC 6	Introduction to Conflict Resolution	3
CMUN 8	Interpersonal Communication	3
CMUN 10	Small Group Communication	3

Total: 8

Courses

GUID 1—Self-Assessment and Career Development (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. This course is designed to assist the student in learning more about personal values, personality, interests, exploration of career choice, and occupational opportunities through the use of various personal assessment instruments. The delivery options for this course also include online and self-paced formats. This course is also listed as PSYC 5. ADVISORY: Eligible for English 250 and English 260. $12 fee will be charged for career assessment materials. (Standard Letter Grade.) Effective: Spring 2015 to Fall 2020.

GUID 1—Self-Assessment and Career Development (3.0)
3.0 Lecture. This course is designed to assist the student in learning more about personal values, personality, interests, exploration of career choice, and occupational opportunities through the use of various personal assessment instruments. The delivery options for this course also include online and self-paced formats. This course is also listed as PSYC 5. (Standard Letter Grade.) Effective: Fall 2020.

GUID 6—Life Skills for Higher Education (2.0)
2.0 Lecture. Evaluation and application of academic study methods to achieve subject matter mastery. Development of critical thinking skills, and application of reading, writing, note taking and test taking methods to improve personal strategies. Exploration of personal lifestyle and health factors, including the causes and management of stress, as it relates to academic success.

Assessment of academic and career goals, selection of majors, and development of education plans. Topics covered include creative and realistic goal setting, academic and life management, college and community resources, library and Internet use, time management, and techniques to reduce math and science anxiety. This class will address a multitude of cultural learning styles, with emphasis on attaining professional, personal and academic goals in a diverse society. Topics from developmental psychology, learning theory and personality theory. ADVISORY: Eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Spring 2018.

GUID 23—Independent Study (1.0-2.0)
3.0-6.0 TBA. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2011.

GUID 27—Contemporary Leadership (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. This course provides a cross-disciplinary approach to the theory and practice of leadership. It covers the five practices and ten commitments of exemplary leadership, effective communication styles, and topics related to gender, culture, ethics, power, parliamentary procedure, and running effective meetings. The skills students will learn in this course are directly applicable to work, personal, and college environments. This course is also listed as POLS 27 and PSYC 27. ADVISORY: Eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Fall 2016 to Spring 2021.

GUID 27—Contemporary Leadership (3.0)
3.0 Lecture. This course provides a cross-disciplinary approach to the theory and practice of leadership. It covers the five practices and ten commitments of exemplary leadership, effective communication styles, and topics related to gender, culture, ethics, power, parliamentary procedure, and running effective meetings. The skills students will learn in this course are directly applicable to work, personal, and college environments. This course is also listed as POLS 27 and PSYC 27. ADVISORY: Eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Spring 2021.

GUID 28—Tutoring Techniques (1.0) A new version of this course will be effective Summer 2020
1.0 Lecture. This course is designed to train students in effective tutoring skills, introduction to how people learn, teaching to modalities, and techniques of working with student anxiety. This course has the option of a letter grade or pass/no pass. ADVISORY: English 250. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017 to Summer 2020.

GUID 28—Tutor Training (1.0)
1.0 Lecture. This course is designed to meet the College Reading Learning Association (CRLA) - International Tutor Training Program Certification (ITTPC) requirements for Certified Tutor, Level 1 and Level 2. The purpose of this course is to provide training in effective individual and group tutoring skills, attitudes, and behaviors. This course will provide opportunities to practice and analyze these topics and will provide a foundation in how people learn and cultural diversity and opportunities to analyze how learning theories and cultural diversity apply to tutoring. This course has the option of a letter grade or pass/no pass. ADVISORY: Student must be hired by campus program or receive instructor approval to enroll in course. (Option of a standard letter grade or Pass/no pass.) Effective: Summer 2020.

GUID 52—Peer Mentoring, Education, and Leadership (1.0) A new version of this course will be effective Summer 2020
1.0 Lecture. An overview of the principles, skills and methods used in peer mentoring and education. Course emphasizes communication skills, goal setting, intervention techniques, and

referral skills for peer leaders. Student will complete national Certified Peer Educator certification upon successful course completion. This course is also listed as PSYC 52. ADVISORY: Eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Fall 2014 to Summer 2020.

GUID 52—Peer Mentoring, Education, and Leadership (1.0)
1.0 Lecture. An overview of the principles, skills and methods used in peer mentoring and peer education. Course emphasizes communication skills, goal setting, intervention techniques, and referral skills for peer leaders. Student will earn nationally recognized Certified Peer Educator certification upon successful course completion. This course is also listed as PSYC 52. (Standard Letter Grade.) Effective: Summer 2020.

GUID 210—First Year College Student Seminar (0.5)
0.5 Lecture. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2015.

GUID 291A—Power Skills for the Workplace (1.0)
1.0 Lecture. Power Skills for the Workplace teaches skills vital to workplace success. The topic for 291A is Interpersonal Communication. Need not be taken in sequence. This is a pass/no pass course. Course was previously listed as 191A. (Pass/No Pass.) Effective: Spring 2019.

GUID 291B—Power Skills for the Workplace (1.0)
1.0 Lecture. Power Skills for the Workplace teaches skills vital to workplace success. The topic for 291B is team building. Need not be taken in sequence. This is a pass/no pass course. Course was previously listed as 191B. (Pass/No Pass.) Effective: Spring 2019.

GUID 291C—Power Skills for the Workplace (1.0)
1.0 Lecture. Power Skills for the Workplace teaches skills vital to workplace success. The topic for 291C is Problem Solving. Need not be taken in sequence. This is a pass/no pass course. Course was previously listed as 191C. (Pass/No Pass.) Effective: Spring 2019.

General Education

General Education



General Education: CSU CA

Students will qualify for a Certificate of Achievement in California State University (CSU) General Education by completing the pattern listed here. A minimum of 30 general education units taken in areas A through E must be completed with a grade of "C" or better, including all units in Area A (9

units) and Area B-4 (3-5 units). Students must meet Gavilan College GPA and residency requirements. Courses listed under more than one discipline or area may be used only once to satisfy an area.

AREA A – 9 units **Units:** 9

CMUN 1A	Introduction to Public Speaking	3
CMUN 5	Fundamentals of Communication Studies	3
CMUN 8	Interpersonal Communication	3
CMUN 10	Small Group Communication	3
ENGL 1A	Composition and Reading	4
PHIL 2	Introduction to Logic	3
PHIL 4	Critical Thinking and Writing	3
ENGL 1C	Critical Reasoning and Writing	3

AREA B – 9 units **Units:** 9

ASTR 1	Introduction to General Astronomy	3
CHEM 1A	General Chemistry	5
CHEM 1B	General Chemistry	5
CHEM 12A	Organic Chemistry	5
CHEM 12B	Organic Chemistry	5
CHEM 30A	Elementary Chemistry	4
CHEM 30B	Elementary Organic and Biochemistry	4
GEOG 1	Physical Geography	3
GEOL 1	Introduction to Geology	4
PHYS 1	Introduction to Physics	4
PHYS 2A	General Physics I	4
PHYS 2B	General Physics II	4
PHYS 4A	Physics for Scientists and Engineers: Mechanics	4
PHYS 4B	Physics for Scientists and Engineers: Electricity and Magnetism	4
PHYS 4C	Physics for Scientists and Engineers - Heat, Optics, Modern Physics	4
PSCI 1	Principles of Physical Science	3
PSCI 2	Introduction to Meteorology	3
PSCI 3	Ocean Studies	3
AH 8	General Microbiology	5
AH 9	Human Physiology	5
AH 15	Survey of Human Anatomy and Physiology	5
ANTH 1	Introduction to Physical Anthropology	3
BIO 1	Cell and Molecular Biology	5
BIO 4	General Zoology	4
BIO 5	General Botany	4
BIO 7	Human Anatomy	4
BIO 8	General Microbiology	5
BIO 9	Human Physiology	5
BIO 10	Principles of Biology	4
BIO 12	Introduction to Human Biology	4
BIO 13	Marine Biology	4
BIO 15	Survey of Human Anatomy and Physiology	5
ECOL 1	Conservation of Natural Resources	4
ENVS 1	Introduction to Environmental Science	4
ANTH 1L	Physical Anthropology Lab	1

BUS 11	Statistics for Business and Economics	4
OR		
ECON 11	Statistics for Business and Economics	4
MATH 1A	Single-Variable Calculus and Analytic Geometry	4
MATH 1B	Single-Variable Calculus and Analytic Geometry	4
MATH 1C	Multivariable Calculus	4
MATH 2	Linear Algebra	3
MATH 2C	Differential Equations	3
MATH 5	Introduction to Statistics	3
MATH 6	Calculus for Business/Social Science	3
MATH 7	Finite Mathematics	3
MATH 8A	First Half of Precalculus	4
MATH 8B	Second Half of Precalculus	4
MATH 12	Mathematics for Elementary Teachers	3
MATH 14	Math for the Liberal Arts	3
MATH 11	Integrated Precalculus	8

AREA C – 9 units **Units:** 9

ART 1A	Art History	3
ART 1B	Art History	3
ART 2A	Two-Dimensional Design	3
ART 3A	Drawing and Composition	3
ART 6	Art Appreciation	3
ART 8A	Introduction to Photography	3
ART 10A	Cultural History of Ceramics	3
ART 13	Three-Dimensional Design	3
ART 21	Ancient Americas: A History through Art	3
OR		
ART 25A	Art Methods	3
OR		
CD 25A	Art Methods	3
CMUN 2	Oral Interpretation	3
HIST 21	Ancient Americas: A History through Art	3
ART 4	History of Photography	3
ART 14A	Introduction to Murals	3
HUM 6	Contemporary World Cinema	3
HUM 10	Approaches to Contemporary Film	3
MUS 1A	Music History and Literature	3
MUS 1B	Music History and Literature	3
MUS 3A	Harmony/Theory/Musicianship I	4
MUS 4A	Beginning Piano	3
MUS 6	Introduction to World Music	3
THEA 1	Theatre History: Greece to Restoration	3
THEA 3	El Teatro Campesino	3
THEA 4	Oral Interpretation	3
OR		
THEA 7	Theatre Appreciation	3
THEA 12A	Acting I	3
THEA 20	Introduction to Scriptwriting	3
ENGL 9D	Creative Writing: Fiction	3
MUS 2	History of Jazz and Rock	3

DM 60	Introduction to Animation	3
MCTV 16	History and Culture of Television, Film and New Media	3
THEA 16	History and Culture of Television, Film and New Media	3
THEA 25	Fundamentals of Costume Design	3
THEA 26	Script Analysis	3
THEA 29	History of American Musical Theatre	3
ART 11	Creativity, Imagination and Innovation	3
ENGL 1B	Composition and Literature	3
ENGL 2B	American Ethnic Literature	3
ENGL 2C	Introduction to Film and Fiction	3
ENGL 2E	Introduction to Women Writers	3
ENGL 2F	Children's Literature	3
ENGL 2J	World Mythology	3
ENGL 4A	British Literature - 449 to 1798 A.D.	3
ENGL 4B	British Literature - 1798 to Present	3
ENGL 5A	Survey of American Literature - 1620 to 1865	3
ENGL 5B	Survey of American Literature - 1865 to Present	3
ENGL 9A	Introduction to Creative Writing	3
ENGL 9B	Advanced Creative Writing	3
ENGL 9C	Creative Writing: Poetry	3
FRNH 1A	Elementary French	5
HIST 1	United States History through Reconstruction	3
HIST 2	United States History Reconstruction to the Present	3
HIST 3	History of California	3
HIST 4A	Global History Before 1500	3
HIST 4B	Global History After 1500	3
HIST 5	Women's Lives in Early United States History	3
HIST 6	Women's Lives in Recent United States History	3
HIST 7B	History of Western Civilization	3
HIST 7A	History of Western Civilization	3
HIST 12	Mexican American Cultural History	3
HUM 12	Mexican American Cultural History	3
FRNH 1B	Elementary French	5
JPN 1A	Elementary Japanese	5
JPN 1B	Elementary Japanese	5
JOUR 10	Mass Media and Society	3
PHIL 1	Introduction to Philosophy	3
PHIL 3A	Ethics	3
PHIL 3B	Contemporary Moral Issues	3
PHIL 6	Comparative Religions	3
PHIL 9	Philosophy of Religion	3
SOC 10	Mass Media and Society	3
SPAN 1A	Elementary Spanish	5
SPAN 1B	Elementary Spanish	5
SPAN 2A	Intermediate Spanish	5
SPAN 2B	Intermediate Spanish	5
SPAN 12A	Spanish for Spanish Speakers	5
SPAN 12B	Spanish for Spanish Speakers	5
HUM 3	Introduction to Cinematic Arts, Film and Television	3
HUM 4	Introduction to American Cinema	3
HUM 10	Approaches to Contemporary Film	3
AJ 3A	Ethics	3

CHN 1A	Elementary Mandarin	5
CHN 1B	Elementary Mandarin	5
PHIL 7A	History of Philosophy: Ancient to Medieval Times	3
PHIL 7B	History of Philosophy: Renaissance to Modern Periods	3
PHIL 12	Introduction to Political Thought	3
PHIL 15	Asian Philosophies	3
FRNH 2A	Intermediate French	5
FRNH 2B	Intermediate French	5

AREA D – 9 units **Units:** 9

HIST 1	United States History through Reconstruction	3
HIST 2	United States History Reconstruction to the Present	3
POLS 1	Introduction to American Government	3
ANTH 2	Introduction to Archaeology	3
ANTH 3	Introduction to Cultural Anthropology	3
ANTH 5	Magic, Witchcraft, and Religion	3
ECON 1	Principles of Macroeconomics	3
ECON 2	Principles of Microeconomics	3
CMUN 4	Intercultural Communication	3
HUM 12	Mexican American Cultural History	3
SOC 3	Sociology of Race, Ethnicity and Cultural Identity	3
HIST 5	Women's Lives in Early United States History	3
HIST 6	Women's Lives in Recent United States History	3
SOC 4	Sociology of Gender	3
GEOG 2	Cultural Geography	3
HIST 1	United States History through Reconstruction	3
HIST 2	United States History Reconstruction to the Present	3
HIST 3	History of California	3
HIST 4A	Global History Before 1500	3
HIST 4B	Global History After 1500	3
HIST 5	Women's Lives in Early United States History	3
HIST 6	Women's Lives in Recent United States History	3
HIST 12	Mexican American Cultural History	3
ANTH 6	Culture and Politics of Africa	3
CD 7	Cultural Context of Child and Family in a Diverse Society	3
CMUN 4	Intercultural Communication	3
CMUN 6	Introduction to Conflict Resolution	3
POLS 5	Introduction to Modern International Terrorism	3
POLS 6	Introduction to Conflict Resolution	3
PSYC 6	Introduction to Conflict Resolution	3
PSYC 7	Cultural Context of Child and Family in a Diverse Society	3
AJ 5	Introduction to Modern International Terrorism	3
POLS 1	Introduction to American Government	3
POLS 3	Introduction to Comparative Politics	3
POLS 4	Introduction to International Relations	3
POLS 9	Global Social Change	3
PSYC 2	Early Child Development	3
CD 3	Child Growth and Development During the School Years	3
PSYC 10	Introduction to Psychology	3
PSYC 11	Biological Psychology	3
CD 2	Early Child Development	3

PSYC 3	Child Growth and Development During the School Years	3
JOUR 10	Mass Media and Society	3
SOC 10	Mass Media and Society	3
SOC 1A	Introduction to Sociology	3
SOC 1B	Introduction to Sociology: Social Problems	3
SOC 3	Sociology of Race, Ethnicity and Cultural Identity	3
SOC 4	Sociology of Gender	3
SOC 9	Global Social Change	3
AJ 10	Introduction to the Administration of Justice	3
ANTH 32	Introduction to Research Methods	3
CD 40	Child Development	3
POLS 10	Introduction to Political Science	3
POLS 12	Introduction to Political Thought	3
POLS 32	Introduction to Research Methods	3
PHIL 12	Introduction to Political Thought	3
PSYC 40	Child and Adolescent Development	3
PSYC 32	Introduction to Research Methods	3
SJS 5	Introduction to Women's Studies	3

AREA E – 3 units **Units:** 3

AH 3	The Person in the Life Cycle	3
AH 11	Nutrition	3
BIO 11	Nutrition	3
GUID 1	Self-Assessment and Career Development	3
GUID 6	Life Skills for Higher Education	2
GUID 27	Contemporary Leadership	3
HE 1	Health Education	3
HE 2	Human Sexuality	3
KIN 1	Orientation for Student-Athlete Success	1
KIN 8	Introduction to Sports Psychology	3
PSYC 5	Self-Assessment and Career Development	3
PSYC 27	Contemporary Leadership	3
SOC 21	Marriage and the Family	3

Total: 39

General Education: IGETC - CA

Students will qualify for a Certificate of Achievement in Intersegmental General Education Transfer Curriculum (IGETC) by completing the pattern listed here. Courses taken in areas 1 through 5 must be completed with a grade of "C" or better. Students must meet Gavilan College GPA and residency requirements. Courses listed in multiple areas shall not be certified in more than one area except for courses in Language Other Than English (see right column), which can be certified in both Areas 3B and 6A.

Area 1 **Units:** 9

ENGL 1A	Composition and Reading	4
ENGL 1C	Critical Reasoning and Writing	3
OR		
PHIL 4	Critical Thinking and Writing	3
CMUN 1A	Introduction to Public Speaking	3
CMUN 5	Fundamentals of Communication Studies	3

CMUN 8	Interpersonal Communication	3
CMUN 10	Small Group Communication	3

AREA 2 (3 units) **Units:** 3

BUS 11	Statistics for Business and Economics	4
OR		
ECON 11	Statistics for Business and Economics	4
MATH 1A	Single-Variable Calculus and Analytic Geometry	4
MATH 1B	Single-Variable Calculus and Analytic Geometry	4
MATH 1C	Multivariable Calculus	4
MATH 2	Linear Algebra	3
MATH 2C	Differential Equations	3
MATH 5	Introduction to Statistics	3
MATH 6	Calculus for Business/Social Science	3
MATH 7	Finite Mathematics	3
MATH 8A	First Half of Precalculus	4
MATH 8B	Second Half of Precalculus	4
MATH 14	Math for the Liberal Arts	3
CSIS 26	Discrete Structures	3
MATH 11	Integrated Precalculus	8

AREA 3 (9 units) **Units:** 9

ART 1A	Art History	3
ART 1B	Art History	3
ART 6	Art Appreciation	3
ART 21	Ancient Americas: A History through Art	3
OR		
ART 4	History of Photography	3
HIST 21	Ancient Americas: A History through Art	3
HUM 6	Contemporary World Cinema	3
MUS 1A	Music History and Literature	3
MUS 1B	Music History and Literature	3
MUS 6	Introduction to World Music	3
THEA 1	Theatre History: Greece to Restoration	3
THEA 3	El Teatro Campesino	3
THEA 7	Theatre Appreciation	3
MUS 2	History of Jazz and Rock	3
MUS 6	Introduction to World Music	3
THEA 29	History of American Musical Theatre	3
THEA 16	History and Culture of Television, Film and New Media	3
MCTV 16	History and Culture of Television, Film and New Media	3
ENGL 1B	Composition and Literature	3
ENGL 2B	American Ethnic Literature	3
ENGL 2C	Introduction to Film and Fiction	3
ENGL 2E	Introduction to Women Writers	3
ENGL 2F	Children's Literature	3
HIST 12	Mexican American Cultural History	3
OR		
HUM 12	Mexican American Cultural History	3
ENGL 2J	World Mythology	3

ENGL 4A	British Literature - 449 to 1798 A.D.	3
ENGL 4B	British Literature - 1798 to Present	3
ENGL 5A	Survey of American Literature - 1620 to 1865	3
ENGL 5B	Survey of American Literature - 1865 to Present	3
HIST 1	United States History through Reconstruction	3
HIST 2	United States History Reconstruction to the Present	3
HIST 3	History of California	3
HIST 4A	Global History Before 1500	3
HIST 4B	Global History After 1500	3
HIST 5	Women's Lives in Early United States History	3
HIST 6	Women's Lives in Recent United States History	3
HIST 7A	History of Western Civilization	3
HIST 7B	History of Western Civilization	3
HUM 3	Introduction to Cinematic Arts, Film and Television	3
HUM 4	Introduction to American Cinema	3
HUM 10	Approaches to Contemporary Film	3
PHIL 1	Introduction to Philosophy	3
PHIL 3A	Ethics	3
PHIL 3B	Contemporary Moral Issues	3
PHIL 6	Comparative Religions	3
PHIL 9	Philosophy of Religion	3
SPAN 2A	Intermediate Spanish	5
SPAN 2B	Intermediate Spanish	5
AJ 3A	Ethics	3
PHIL 7A	History of Philosophy: Ancient to Medieval Times	3
PHIL 7B	History of Philosophy: Renaissance to Modern Periods	3
PHIL 15	Asian Philosophies	3
PHIL 12	Introduction to Political Thought	3
FRNH 2A	Intermediate French	5
FRNH 2B	Intermediate French	5

AREA 4 (9 units) **Units:** 9

PSYC 2	Early Child Development	3
CD 2	Early Child Development	3
JOUR 10	Mass Media and Society	3
SOC 10	Mass Media and Society	3
CD 3	Child Growth and Development During the School Years	3
PSYC 3	Child Growth and Development During the School Years	3
AJ 5	Introduction to Modern International Terrorism	3
POLS 5	Introduction to Modern International Terrorism	3
HIST 12	Mexican American Cultural History	3
HUM 12	Mexican American Cultural History	3
POLS 9	Global Social Change	3
SOC 9	Global Social Change	3
ANTH 2	Introduction to Archaeology	3
ANTH 3	Introduction to Cultural Anthropology	3
ANTH 5	Magic, Witchcraft, and Religion	3
ANTH 6	Culture and Politics of Africa	3
CMUN 4	Intercultural Communication	3
ECON 1	Principles of Macroeconomics	3
ECON 2	Principles of Microeconomics	3

GEOG 2	Cultural Geography	3
HIST 1	United States History through Reconstruction	3
HIST 2	United States History Reconstruction to the Present	3
HIST 3	History of California	3
HIST 4A	Global History Before 1500	3
HIST 4B	Global History After 1500	3
HIST 5	Women's Lives in Early United States History	3
HIST 6	Women's Lives in Recent United States History	3
POLS 1	Introduction to American Government	3
POLS 3	Introduction to Comparative Politics	3
POLS 4	Introduction to International Relations	3
PSYC 10	Introduction to Psychology	3
PSYC 11	Biological Psychology	3
SOC 1A	Introduction to Sociology	3
SOC 1B	Introduction to Sociology: Social Problems	3
SOC 3	Sociology of Race, Ethnicity and Cultural Identity	3
SOC 4	Sociology of Gender	3
AJ 10	Introduction to the Administration of Justice	3
ANTH 32	Introduction to Research Methods	3
POLS 7	Introduction to California Government and Politics	3
POLS 9	Global Social Change	3
POLS 10	Introduction to Political Science	3
POLS 32	Introduction to Research Methods	3
PSYC 32	Introduction to Research Methods	3
PSYC 40	Child and Adolescent Development	3
SOC 9	Global Social Change	3
SJS 5	Introduction to Women's Studies	3

AREA 5 (7-9 units) **Units:** 7-9

ASTR 1	Introduction to General Astronomy	3
CHEM 1A	General Chemistry	5
CHEM 1B	General Chemistry	5
CHEM 12A	Organic Chemistry	5
CHEM 12B	Organic Chemistry	5
CHEM 30A	Elementary Chemistry	4
CHEM 30B	Elementary Organic and Biochemistry	4
GEOG 1	Physical Geography	3
GEOL 1	Introduction to Geology	4
PSCI 1	Principles of Physical Science	3
PSCI 2	Introduction to Meteorology	3
PSCI 3	Ocean Studies	3
PHYS 1	Introduction to Physics	4
PHYS 2A	General Physics I	4
PHYS 2B	General Physics II	4
PHYS 4A	Physics for Scientists and Engineers: Mechanics	4
PHYS 4B	Physics for Scientists and Engineers: Electricity and Magnetism	4
PHYS 4C	Physics for Scientists and Engineers - Heat, Optics, Modern Physics	4
BIO 9	Human Physiology	5
OR		

AH 9	Human Physiology	5
BIO 8	General Microbiology	5
OR		
AH 8	General Microbiology	5
BIO 15	Survey of Human Anatomy and Physiology	5
OR		
AH 15	Survey of Human Anatomy and Physiology	5
ANTH 1	Introduction to Physical Anthropology	3
AND		
ANTH 1L	Physical Anthropology Lab	1
BIO 1	Cell and Molecular Biology	5
BIO 4	General Zoology	4
BIO 5	General Botany	4
BIO 7	Human Anatomy	4
BIO 10	Principles of Biology	4
BIO 12	Introduction to Human Biology	4
BIO 13	Marine Biology	4
ECOL 1	Conservation of Natural Resources	4
ENVS 1	Introduction to Environmental Science	4

AREA 6-A **Units:** 0

FRNH 1B	Elementary French	5
FRNH 2A	Intermediate French	5
FRNH 2B	Intermediate French	5
JPN 1B	Elementary Japanese	5
SPAN 1B	Elementary Spanish	5
SPAN 2A	Intermediate Spanish	5
SPAN 2B	Intermediate Spanish	5
SPAN 12A	Spanish for Spanish Speakers	5
SPAN 12B	Spanish for Spanish Speakers	5
CHN 1B	Elementary Mandarin	5

Supplementary notes for transfer students: **Units:** 0

Total: 37-39

Liberal Arts: Multiple Subjects AA

The Associate in Liberal Arts Degree includes a multidisciplinary curriculum encompassing all areas of knowledge in the arts and sciences. It is designed for students who plan to transfer to a University of California or a California State University campus. The Liberal Arts major allows the student to select an area of emphasis and complete the prerequisite course work necessary for transfer into a particular major. Students must meet Gavilan College GPA and residency requirements. A comprehensive updated list of the Intersegmental General Education Transfer Curriculum (IGETC) and CSU General Education Breadth Requirements are available in the Counseling Secretary's Office (SC113) or on the Gavilan College website (www. gavilan.edu/ catalog/index.html Contact: (408) 848-4701 las@gavilan.edu AREAS OF EMPHASIS f Complete a minimum of 18 units from one of the areas of emphasis listed below; where indicated, choose courses from the disciplines listed. f Students may choose any of the three general education (Gavilan General Education, IGETC or CSU breadth) patterns. f Courses selected can be used/

double counted to fulfill GE areas. f Students may have to complete additional elective courses to total the 60 overall units necessary for the Associate Degree.

Health Science

Health Science



Health Science AS

The degree in Health Science is intended for students who plan to pursue a more advanced degree or certificate in a health career. *Please note that this is a major in Health Science and not in Biological Science. Career Options: Careers for those with an Associate Degree in Health Science will be able to work as a health educator, pre-professional in X-ray technology, dental hygienist, physician's assistant or in another related health career.

Requirements: **Units:** 19-21

AH 3	The Person in the Life Cycle	3
AH 11	Nutrition	3
OR		
BIO 11	Nutrition	3
CHEM 1A	General Chemistry	5
CHEM 1B	General Chemistry	5
CHEM 30A	Elementary Chemistry	4
CHEM 30B	Elementary Organic and Biochemistry	4
BIO 1	Cell and Molecular Biology	5
BIO 10	Principles of Biology	4
BIO 15	Survey of Human Anatomy and Physiology	5
OR		
AH 15	Survey of Human Anatomy and Physiology	5
BIO 7	Human Anatomy	4
BIO 9	Human Physiology	5
OR		
AH 9	Human Physiology	5
BIO 8	General Microbiology	5
OR		
AH 8	General Microbiology	5 0
MATH 233	Intermediate Algebra	5
OR		

ECOL 1	Conservation of Natural Resources	4
PSYC 10	Introduction to Psychology	3

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 54-60

Courses

HE 1—Health Education (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. This course focuses on attaining individual awareness, critical-thinking skills and self-responsibility relating to personal health. The interaction of individual physical, psychological, social, emotional, spiritual and environmental factors in determining health status is developed through integration of major concepts. This course has the option of a letter grade or pass/no pass. ADVISORY: Eligible for English 250 and English 260. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2019 to Fall 2020.

HE 1—Health Education (3.0)
3.0 Lecture. This course focuses on the exploration of major health issues and behaviors in the various dimensions of health. Emphasis is placed on individual responsibility for personal health and the promotion of informed, positive health behaviors. Topics include nutrition, exercise, weight control, mental health, stress management, violence, substance abuse, reproductive health, disease prevention, aging, healthcare, and environmental hazards and safety. This course has the option of a letter grade or pass/no pass. ADVISORY: College level reading and writing skills or equivalent placement using college assessment practice. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2020.

HE 2—Human Sexuality (3.0) A new version of this course will be effective Summer 2020
3.0 Lecture. Assists students in gaining increased knowledge, appreciation, and respect for their own sexuality, as well as others. Approved by the Board of Registered Nursing for 54 hours of continuing education credit (Provider #00892). (C-ID: PSY 130) ADVISORY: Eligible for English 250 and English 260 (Standard Letter Grade.) Effective: Spring 2018 to Summer 2020.

HE 2—Human Sexuality (3) *Review all entries*
Assists students in gaining increased knowledge, appreciation, and respect for their own sexuality, as well as others. Approved by the Board of Registered Nursing for 54 hours of continuing education credit (Provider #00892). (C-ID: PSY 130) ADVISORY: Eligible for English 250 and English 260 (Standard Letter Grade.) Effective: Summer 2020.

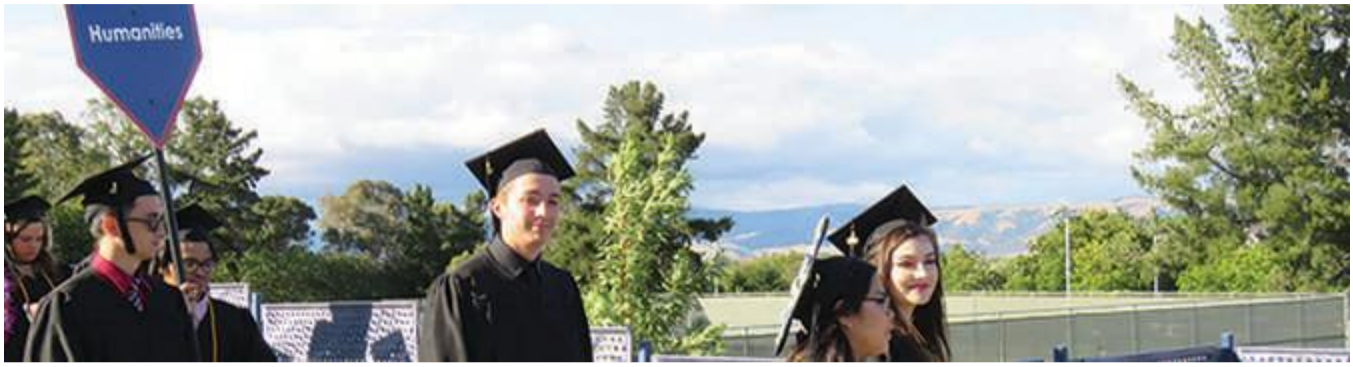
HE 5—Introduction to Public Health (3.0)
3.0 Lecture. This course is an introduction to the discipline of public health. It provides students with the basic concepts and terminologies of public health as well as an overview of the functions of various public health professions and institutions. ADVISORY: Eligible for English 1A. (Standard Letter Grade.) Effective: Fall 2019.

HE 92—Stress Management (3.0)
3.0 Lecture. This course examines the stress process and its relationship to health, disease, lifestyle and the sociocultural environment. Stress across ones lifespan will be examined with emphasis on available resources and stress management strategies. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2019.

HE 762—Mindfulness Practices: Yoga, Meditation, Breathing Methods (0.0)
1.0-3.0 Lab. This class is about learning healthy mindfulness practices and stress reduction techniques through the use of yoga, meditation, and breathing methods as well as other mindfulness exercises. This course is designed for older adult population and/or incarcerated individuals. (Non Credit.) Effective: Fall 2020.

History

History



ADT: History - CSU Transfer

Historical knowledge provides a context for understanding the present and preparing for the future. The Associate in Arts in History for Transfer Degree offers a broad range of courses designed to enable students to comprehend how the community, nation, and the contemporary world have been shaped by historical events and forces. By studying history of many societies and cultures we gain perspective on our own. These courses may be taken to satisfy General Education requirements or to meet the requirements for an Associate in Arts in History for Transfer (ADT) degree. The ADT in History degree prepares students to seamlessly transfer into the CSU system to pursue a baccalaureate degree in History or a related major.

Upon Successful completion of the program, students will be able to:

1. Practice and analyze democratic civic engagement.
2. Demonstrate and evaluate relationships between local, national, and international issues, movements, and ideas.

3. Demonstrate cultural competence, language skills, cross-cultural adaptation skills, and critically reflect upon their own social, historical, cultural, economic, and political contexts.
4. Evaluate the impact of globalization upon inequality, privilege, perspective, social conditions and institutions, power structures, difference, and social change.
5. Describe contemporary social and political values, and assess their historical and global linkage.
6. Demonstrate a range of skills including: research, documentation, analysis, evaluation, communication, contextualization, teamwork, observation, and cultural competency by relating social science concepts and theories to issues of importance to local communities.
7. Demonstrate college level reading, writing and critical thinking in the formulation of research assignment/s, and demonstrate effective skills in finding, evaluating, interpreting, and using both primary and secondary sources.
8. Identify, develop, use, and assess tools and methods for community change and social justice.

Associate Degree Transfer Requirements:

(1) Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:

(A) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements.

(B) A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.

(2) Obtainment of a minimum grade point average of 2.0.

ADTs also require that students must earn a C or better in all courses required for the major or area of emphasis.

Required Core		**Units:** 6
HIST 1	United States History through Reconstruction	3
HIST 2	United States History Reconstruction to the Present	3
LIST A:		**Units:** 6
HIST 4A	Global History Before 1500	3
OR		
HIST 7A	History of Western Civilization	3
HIST 4B	Global History After 1500	3
OR		
HIST 7B	History of Western Civilization	3
LIST B: Select one course below or HIST 4A or HIST 4B if not already used (3 units)		**Units:** 3
HIST 3	History of California	3
HIST 5	Women's Lives in Early United States History	3
HIST 6	Women's Lives in Recent United States History	3
HIST 12	Mexican American Cultural History	3

HIST 21	Ancient Americas: A History through Art	3
OR		
ART 21	Ancient Americas: A History through Art	3

LIST C: Select one course or any course from LIST B not already used (3 units) **Units:** 3

ANTH 3	Introduction to Cultural Anthropology	3
ANTH 5	Magic, Witchcraft, and Religion	3
ANTH 6	Culture and Politics of Africa	3
ART 1A	Art History	3
ART 1B	Art History	3
MUS 1A	Music History and Literature	3
MUS 1B	Music History and Literature	3
POLS 6	Introduction to Conflict Resolution	3
PSYC 6	Introduction to Conflict Resolution	3
POLS 9	Global Social Change	3
SOC 9	Global Social Change	3
SOC 1B	Introduction to Sociology: Social Problems	3
SOC 3	Sociology of Race, Ethnicity and Cultural Identity	3
SOC 4	Sociology of Gender	3
THEA 1	Theatre History: Greece to Restoration	3

Units Required for the Major: 18	**Units:**
Double Counted Units: CSU: 9 - 18; IGETC: 9 - 18	**Units:**
General Education Requirements: CSU GE: 39; IGETC: 37	**Units:** 37-39
Electives needed to get to 60 Units: CSU: 12 - 21; IGETC: 14 - 23	**Units:**
Total Units for the Degree: 60 Units	**Units:**
	Total: 55-57

Courses

HIST 1—United States History through Reconstruction (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. History of the United States from the time before European contact with the Americas through Reconstruction. Emphasis will be placed on distinctive patterns of political, economic, social, intellectual, and geographic developments within their global context. At the conclusion of the course, the student should understand major themes in the history of the United States, and be able to explain various ways in which ideas about federal vs. state power, ethnicity, class, and gender divisions have influenced the nation's development. This course has the option of a letter grade or pass/no pass. (C-ID: HIST 130) ADVISORY: Eligible for English 250 and English 260. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2015 to Fall 2020.

HIST 1—United States History through Reconstruction (3.0)
3.0 Lecture. History of the United States from the time before European contact with the Americas through Reconstruction. Emphasis will be placed on distinctive patterns of political, economic, social, intellectual, and geographic developments within their global context. At the conclusion of the course, the student should understand major themes in the history of the United States, and be able to explain various ways in which ideas about federal vs. state power, ethnicity, class, and

gender divisions have influenced the nation's development. This course has the option of a letter grade or pass/no pass. (C-ID: HIST 130) (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2020.

HIST 2—United States History Reconstruction to the Present (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. History of the United States from Reconstruction to the present. Emphasis will be placed on distinctive patterns of political, economic, social, intellectual, and geographic developments within their global context. At the conclusion of the course, the student should understand major themes in the history of the United States, and be able to explain various ways in which ideas about federal vs. state power, ethnicity, class, and gender divisions have influenced the nation's development. This course has the option of a letter grade or pass/no pass. (C-ID: HIST 140) ADVISORY: Eligible for English 1A. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2016 to Fall 2020.

HIST 2—United States History Reconstruction to the Present (3.0)
3.0 Lecture. History of the United States from Reconstruction to the present. Emphasis will be placed on distinctive patterns of political, economic, social, intellectual, and geographic developments within their global context. At the conclusion of the course, the student should understand major themes in the history of the United States, and be able to explain various ways in which ideas about federal vs. state power, ethnicity, class, and gender divisions have influenced the nation's development. This course has the option of a letter grade or pass/no pass. (C-ID: HIST 140) (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2020.

HIST 3—History of California (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. A study of California's history from pre-contact with Europeans to the present day. Social, cultural, economic, political and environmental issues will be explored towards an understanding of California's history. ADVISORY: Eligible for English 1A. (Standard Letter Grade.) Effective: Fall 2018 to Fall 2020.

HIST 3—History of California (3.0)
3.0 Lecture. A study of California's history from pre-contact with Europeans to the present day. Social, cultural, economic, political and environmental issues will be explored towards an understanding of California's history. ADVISORY: Eligible for English 1A. (Standard Letter Grade.) Effective: Fall 2020.

HIST 4A—Global History Before 1500 (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. Beginning with the agricultural revolution, this course examines the development of global society before 1500. With attention to the interactions between humans and environment, developing states, cultures, economies, and social structures are examined in global context. The course emphasizes historical, analytical, and research skills. It asks students to analyze the evolution of global values, beliefs, and practices, as well as the conditions and results of social change. This course has the option of a letter grade or pass/no pass. (C-ID: HIST 150) ADVISORY: English 250 and English 260. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2015 to Fall 2020.

HIST 4A—Global History Before 1500 (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. Beginning with the agricultural revolution, this course examines the development of global society before 1500. With attention to the interactions between humans and environment, developing states, cultures, economies, and social structures are examined in global context. The course emphasizes historical, analytical, and research skills. It asks students to analyze the evolution of global values, beliefs, and practices, as well as the conditions and results of social change. This course has the option of a letter grade or pass/no pass. (C-ID: HIST 150) ADVISORY:

English 280. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2020 to Spring 2021.

HIST 4A—Global History Before 1500 (3.0)
3.0 Lecture. Beginning with the agricultural revolution, this course examines the development of global society before 1500. With attention to the interactions between humans and environment, developing states, cultures, economies, and social structures are examined in global context. The course emphasizes historical, analytical, and research skills. It asks students to analyze the evolution of global values, beliefs, and practices, as well as the conditions and results of social change. This course has the option of a letter grade or pass/no pass. (C-ID: HIST 150) ADVISORY: English 280. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

HIST 4B—Global History After 1500 (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. Beginning with the European Renaissance, this course examines the development of global society after 1500. With attention to the interactions between humans and environment, developing states, cultures, economics, and social structures are examined in global context. The course emphasizes historical, analytical, and research skills. It asks students to analyze the evolution of global values, beliefs, and practices, as well as the conditions and results of social change and globalized human activity. This course has the option of a letter grade or pass/no pass. (C-ID: HIST 160) ADVISORY: Eligible for English 1A. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2018 to Spring 2021.

HIST 4B—Global History After 1500 (3.0)
3.0 Lecture. Beginning with the European Renaissance, this course examines the development of global society after 1500. With attention to the interactions between humans and environment, developing states, cultures, economics, and social structures are examined in global context. The course emphasizes historical, analytical, and research skills. It asks students to analyze the evolution of global values, beliefs, and practices, as well as the conditions and results of social change and globalized human activity. This course has the option of a letter grade or pass/no pass. (C-ID: HIST 160) ADVISORY: Eligible for English 1A. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

HIST 5—Women's Lives in Early United States History (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. This survey course begins with pre-contact peoples and extends to the end of the nineteenth century. The class examines the construction of womanhood through United States history, and the effects of gender, ethnicity, class, and sexual orientation upon women's experiences. Students will study the contributions of various individual women and groups of women in creating the modern United States, and will analyze social, political, economic, and cultural forces affecting women to both join and resist movements for social change. Students will also learn to apply contemporary feminist theory to traditional historical approaches. This course has the option of a letter grade or pass/no pass. ADVISORY: Eligible for English 250 and English 260. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2015 to Fall 2020.

HIST 5—Women's Lives in Early United States History (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. This survey course begins with pre-contact peoples and extends to the end of the nineteenth century. The class examines the construction of womanhood through United States history, and the effects of gender, ethnicity, class, and sexual orientation upon women's experiences. Students will study the contributions of various individual women and groups of women in creating the modern United States, and will analyze social, political, economic, and cultural forces affecting women to both join and resist movements for social change. Students will also learn to apply contemporary feminist theory to traditional historical approaches. This course has the option of a letter grade or pass/no pass. ADVISORY: Eligible for English 280. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2020 to Spring 2021.

HIST 5—Women's Lives in Early United States History (3.0)
3.0 Lecture. This survey course begins with pre-contact peoples and extends to the end of the nineteenth century. The class examines the construction of womanhood through United States history, and the effects of gender, ethnicity, class, and sexual orientation upon women's experiences. Students will study the contributions of various individual women and groups of women in creating the modern United States, and will analyze social, political, economic, and cultural forces affecting women to both join and resist movements for social change. Students will also learn to apply contemporary feminist theory to traditional historical approaches. This course has the option of a letter grade or pass/no pass. ADVISORY: Eligible for English 280. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

HIST 6—Women's Lives in Recent United States History (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. The class examines the construction of womanhood in the US during the twentieth century. The class explores the effects of gender, ethnicity, class, and sexual orientation upon women's experiences. Students will study the contributions of various individual women and groups of women in creating the modern United States, and will analyze social, political, economic, and cultural forces affecting women to both join and resist movements for social change. Students will also learn to apply contemporary feminist theory to traditional historical approaches. ADVISORY: English 250 (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2015 to Fall 2020.

HIST 6—Women's Lives in Recent United States History (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. The class examines the construction of womanhood in the US during the twentieth century. The class explores the effects of gender, ethnicity, class, and sexual orientation upon women's experiences. Students will study the contributions of various individual women and groups of women in creating the modern United States, and will analyze social, political, economic, and cultural forces affecting women to both join and resist movements for social change. Students will also learn to apply contemporary feminist theory to traditional historical approaches. ADVISORY: English 280 (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2020 to Spring 2021.

HIST 6—Women's Lives in Recent United States History (3.0)
3.0 Lecture. The class examines the construction of womanhood in the US during the twentieth century. The class explores the effects of gender, ethnicity, class, and sexual orientation upon women's experiences. Students will study the contributions of various individual women and groups of women in creating the modern United States, and will analyze social, political, economic, and cultural forces affecting women to both join and resist movements for social change. Students will also learn to apply contemporary feminist theory to traditional historical approaches. ADVISORY: English 280 (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

HIST 7A—History of Western Civilization (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. A study of major elements in Western heritage from the ancient world to the eighteenth century. Course will survey intellectual, political, social, economic and cultural development of the Western World. (C-ID: HIST 170) ADVISORY: Eligible for English 1A. (Standard Letter Grade.) Effective: Fall 2013 to Spring 2021.

HIST 7A—History of Western Civilization (3.0)
3.0 Lecture. A study of major elements in Western heritage from the ancient world to the eighteenth century. Course will survey intellectual, political, social, economic and cultural development of the Western World. (C-ID: HIST 170) ADVISORY: Eligible for English 1A. (Standard Letter Grade.) Effective: Spring 2021.

HIST 7B—History of Western Civilization (3.0) A new version of this course will be effective Spring 2021

3.0 Lecture. A study of major elements in western heritage from Renaissance Europe to the present. Emphasis is on ideas, attitudes and institutions basic to western civilization of enduring interest. (C-ID: HIST 180) ADVISORY: Eligible for English 1A. (Standard Letter Grade.) Effective: Spring 2014 to Spring 2021.

HIST 7B—History of Western Civilization (3.0)
3.0 Lecture. A study of major elements in western heritage from Renaissance Europe to the present. Emphasis is on ideas, attitudes and institutions basic to western civilization of enduring interest. (C-ID: HIST 180) ADVISORY: Eligible for English 1A. (Standard Letter Grade.) Effective: Spring 2021.

HIST 12—Mexican American Cultural History (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. The Mexican American experience as influenced by society in the United States. Emphasis will be on the historical and contemporary contributions made by the Indian, Spanish, Mexican, and Mexican American. Emphasis will also be on the social, economic, and political milieu of the Mexican American within the context of the American society. This course has the option of a letter grade or pass/no pass. This course is also listed as HUM 12. ADVISORY: Eligible for English 1A. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2016 to Spring 2021.

HIST 12—Mexican American Cultural History (3.0)
3.0 Lecture. The Mexican American experience as influenced by society in the United States. Emphasis will be on the historical and contemporary contributions made by the Indian, Spanish, Mexican, and Mexican American. Emphasis will also be on the social, economic, and political milieu of the Mexican American within the context of the American society. This course has the option of a letter grade or pass/no pass. This course is also listed as HUM 12. ADVISORY: Eligible for English 1A. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

HIST 21—Ancient Americas: A History through Art (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. A critical survey of history through the arts of pre-Columbian natives of North, Central and South America. The course will cover major societies and events from the appearance of major civilizations through the initial colonization efforts of European nations. Due to the distinct history of the Americas, this course uses the arts - architecture, sculpture, ceramics and painting, among others - of ancient societies as a primary source material. This course has the option of a letter grade or pass/no pass. This course is also listed as ART 21. ADVISORY: Eligible for English 250. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2013 to Spring 2021.

HIST 21—Ancient Americas: A History through Art (3.0)
3.0 Lecture. A critical survey of history through the arts of pre-Columbian natives of North, Central and South America. The course will cover major societies and events from the appearance of major civilizations through the initial colonization efforts of European nations. Due to the distinct history of the Americas, this course uses the arts - architecture, sculpture, ceramics and painting, among others - of ancient societies as a primary source material. This course has the option of a letter grade or pass/no pass. This course is also listed as ART 21. ADVISORY: Eligible for English 250. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

HIST 22—Field Work and Service (0.5-1.0)
1.5-3.0 TBA. Supervised field work within the college and/or local agencies. Students serve in useful group activities in leadership roles prescribed for them by the faculty supervisor, and when appropriate community agencies. A maximum of six units may be earned. These courses do not transfer to UC. They may transfer to CSU. Check with a counselor. This is a pass/no pass course. REQUIRED: Learning contracts must be filled out and signed by the student and the supervising instructor. (Pass/No Pass.) Effective: Fall 2010.

HIST 23—Independent Study (1.0-2.0)
3.0-6.0 TBA. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2011.

HIST 98—Special Topics (0.5-3.0)
0.5-3.0 Lecture. Special topics courses examine current problems or issues of interest to students within a specific discipline area. For topical content information, consult with the appropriate department chairperson. For transfer status, check with a counselor. May be repeated for credit with different topics. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2011.

HVAC

HVAC



HVAC: Heating, Ventilation, Air Conditioning AS

This degree is designed to prepare students to enter the Heating, Air Conditioning, and Refrigeration Technology field. Instruction includes both theory and practical application with heating, air conditioning, and refrigeration machinery and with electrical equipment, as well as the related mathematics. Students receiving the degree will have the knowledge and skills essential for employment in a variety of careers; including AC Technicians, Heating Technicians, Refrigeration Technicians, HVAC Mechanics, and HVAC Installers.

PROGRAM REQUIREMENTS: (24 UNITS) **Units:** 24

HVAC 201	Basic Electrical Theory	4
HVAC 202	Basic Refrigeration	4
HVAC 203	Heating Systems	4
HVAC 204	Air-Conditioning and Heat Pumps	4
HVAC 205	Commercial Refrigeration and Ice Machines	4
HVAC 206	HVAC Controls	4

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 59-63

HVAC: Heating, Ventilation, Air Conditioning CA

This certificate is designed to prepare students to enter the Heating, Air Conditioning, and Refrigeration Technology field. Instruction includes both theory and practical application with heating, air conditioning, and refrigeration machinery and with electrical equipment, as well as the related mathematics. Students receiving the certificate will have the knowledge and skills essential for employment in a variety of careers; including AC Technicians, Heating Technicians, Refrigeration Technicians, HVAC Mechanics, and HVAC Installers.

PROGRAM REQUIREMENTS: (24 UNITS) **Units:** 24

HVAC 201	Basic Electrical Theory	4
HVAC 202	Basic Refrigeration	4
HVAC 203	Heating Systems	4
HVAC 204	Air-Conditioning and Heat Pumps	4
HVAC 205	Commercial Refrigeration and Ice Machines	4
HVAC 206	HVAC Controls	4

Total: 24

Courses

HVAC 201—Basic Electrical Theory (4.0) A new version of this course will be effective Fall 2020
3.0 Lecture, 3.0 Lab. Students will study concepts of electricity, controls, and electrical loads found on air conditioning and refrigeration circuits. The course includes both the theory and practices of electricity applicable to the air conditioning and refrigeration industries. The course establishes a thorough understanding of electron theory, voltage, current, resistance, Ohm's law, magnetism, mathematical concepts, and common units of electrical measurements. (Standard Letter Grade.) Effective: Fall 2018 to Fall 2020.

HVAC 201—Basic Electrical Theory (4.0)
3.0 Lecture, 3.0 Lab. Students will study concepts of electricity, controls, and electrical loads found on air conditioning and refrigeration circuits. The course includes both the theory and practices of electricity applicable to the air conditioning and refrigeration industries. The course establishes a thorough understanding of electron theory, voltage, current, resistance, Ohm's law, magnetism, mathematical concepts, and common units of electrical measurements. (Standard Letter Grade.) Effective: Fall 2020.

HVAC 202—Basic Refrigeration (4.0) A new version of this course will be effective Fall 2020
3.0 Lecture, 3.0 Lab. Students will study concepts of the vapor compression refrigeration system. The course includes both the theory and practice applicable to the mechanical function of air conditioning and refrigeration systems. The student will learn the major components and accessories of the sealed system including metering devices, evaporators, compressors and condensers. The practices for oxy-acetylene torch safety are emphasized along with different techniques for connecting tubing such as brazing and soldering copper refrigerant lines and the proper procedures for cutting, bending, swaging and flaring. (Standard Letter Grade.) Effective: Fall 2018 to Fall 2020.

HVAC 202—Basic Refrigeration (4.0)
3.0 Lecture, 3.0 Lab. Students will study concepts of the vapor compression refrigeration system. The course includes both the theory and practice applicable to the mechanical function of air conditioning and refrigeration systems. The student will learn the major components and accessories of the sealed system including metering devices, evaporators, compressors and condensers. The practices for oxy-acetylene torch safety are emphasized along with different techniques for connecting tubing such as brazing and soldering copper refrigerant lines and the proper procedures for cutting, bending, swaging and flaring. (Standard Letter Grade.) Effective: Fall 2020.

HVAC 203—Heating Systems (4.0)
3.0 Lecture, 3.0 Lab. This course will cover gas furnaces, electric furnaces and oil heat. The students will learn about split system applications and package unit applications. Mechanical and electrical safety will be covered as well as: types of gas and fuels used, function of controls, combustion efficiency tests, gas pressure adjustment, sequence of operation, limit switches, sequencers and proper ventilation. PREREQUISITE: HVAC 201 and HVAC 202 with a grade of "C" or better. (Standard Letter Grade.) Effective: Fall 2018.

HVAC 204—Air-Conditioning and Heat Pumps (4.0)
3.0 Lecture, 3.0 Lab. This course provides instruction on the service and installation of Air-Conditioning and Heat Pump systems (commercial rooftop package equipment and residential split systems). Charging methods will be covered which include superheat, sub-cooling, by weight and using the manufacturers charging charts. Emphasis is placed on proper installation techniques required by code. The student will repair an air-conditioning system, using mechanical and electrical troubleshooting techniques such as electrical wiring diagram interpretation. Upon completion the student should be able to service, repair and perform preventative maintenance on residential/ commercial air-conditioning and heat pump systems. PREREQUISITE: HVAC 201 and HVAC 202 with a grade of "C" or better. (Standard Letter Grade.) Effective: Fall 2018.

HVAC 205—Commercial Refrigeration and Ice Machines (4.0) A new version of this course will be effective Fall 2020
3.0 Lecture, 3.0 Lab. This course introduces refrigeration and applications. Topics include defrost methods, safety and operational control, refrigerant piping, refrigerant recovery and charging, and leak testing. This course covers the installation and startup of common commercial refrigeration systems. Topics include display/storage boxes or cases, walk-in systems, and supermarket racks. In addition to that this course introduces the students to commercial ice machines. Emphasis is placed on dispensing machines, ice making equipment, electrical and mechanical operation sequences, control adjustment procedures, preventative maintenance, repair, and installation procedures using a variety of refrigerants and blends. PREREQUISITE: HVAC 201 and HVAC 202 with a grade of "C" or better. Advisory: MATH 430. (Standard Letter Grade.) Effective: Fall 2018 to Fall 2020.

HVAC 205—Commercial Refrigeration and Ice Machines (4.0)
3.0 Lecture, 3.0 Lab. This course introduces refrigeration and applications. Topics include defrost methods, safety and operational control, refrigerant piping, refrigerant recovery and charging, and leak testing. This course covers the installation and startup of common commercial refrigeration systems. Topics include display/storage boxes or cases, walk-in systems, and supermarket racks. In addition to that this course introduces the students to commercial ice machines. Emphasis is placed on dispensing machines, ice making equipment, electrical and mechanical operation sequences, control adjustment procedures, preventative maintenance, repair, and installation procedures using a variety of refrigerants and blends. PREREQUISITE: HVAC 201 and HVAC 202 with a grade of "C" or better. Advisory: MATH 430. (Standard Letter Grade.) Effective: Fall 2020.

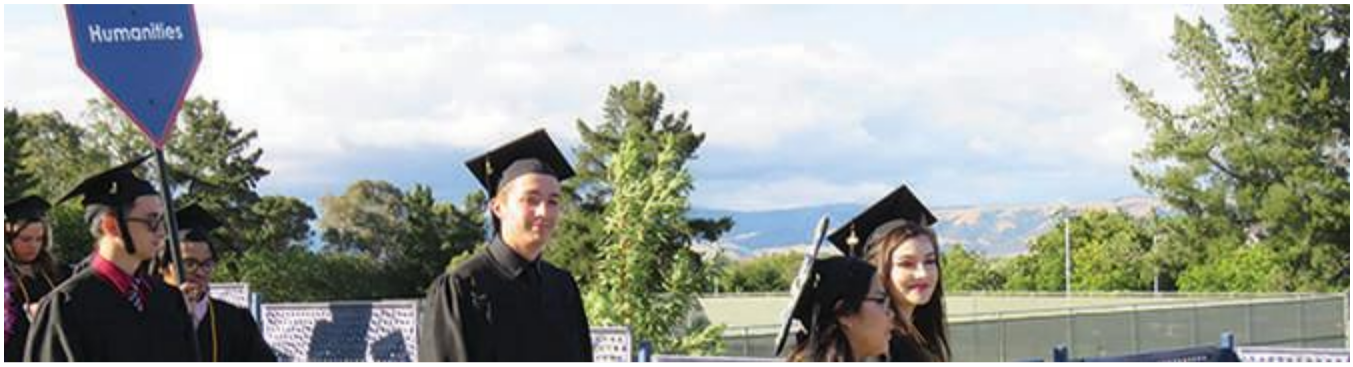
HVAC 206—HVAC Controls (4.0) A new version of this course will be effective Spring 2021
3.0 Lecture, 3.0 Lab. Students will study theory, application, and operation of Heating, Ventilating, and Air Conditioning (HVAC) control systems; including electric, pneumatic, solid state, and digital

control systems. They will also study Energy Management Systems (EMS), Building Management Systems (BMS), building applications, and green technology; including fire/smoke, lighting, and heating and ventilation controls. PREREQUISITE: HVAC 201 and HVAC 202 with a grade of "C" or better. Advisory Eligible for MATH 430. (Standard Letter Grade.) Effective: Spring 2020 to Spring 2021.

HVAC 206—HVAC Controls (4.0)
3.0 Lecture, 3.0 Lab. Students will study theory, application, and operation of Heating, Ventilating, and Air Conditioning (HVAC) control systems; including electric, pneumatic, solid state, and digital control systems. They will also study Energy Management Systems (EMS), Building Management Systems (BMS), building applications, and green technology; including fire/smoke, lighting, and heating and ventilation controls. PREREQUISITE: HVAC 201 and HVAC 202 with a grade of "C" or better. Advisory Eligible for MATH 430. (Standard Letter Grade.) Effective: Spring 2021.

Humanities

Humanities



Courses

HUM 3—Introduction to Cinematic Arts, Film and Television (3.0)
3.0 Lecture. This course provides an introduction to the cinema. The course will examine broad questions of form and content, aesthetics and meaning, and history and culture. Using a wide variety of films, filmmakers, and film movements, the course explores the diverse possibilities presented by the cinematic art form. Topics include modes of production, narrative and non-narrative forms, visual design, editing, sound, genre, ideology, and critical analysis. ADVISORY: Eligible for English 250 and 260. (Standard Letter Grade.) Effective: Fall 2018.

HUM 4—Introduction to American Cinema (3.0)
3.0 Lecture. This introductory course in film studies is a survey of the American film industry as an art form, as an industry, and as a system of representation and communication. The course explores how Hollywood films work technically, aesthetically, and culturally to reinforce and challenge America's national self-image. ADVISORY: English 440 (Standard Letter Grade.) Effective: Fall 2018.

HUM 6—Contemporary World Cinema (3.0)
3.0 Lecture. This class introduces contemporary foreign cinema and includes the examination of genres, themes, and styles. Emphasis is placed on cultural, economic, and political influences as artistically determining factors. Film and cultural theories such as national cinemas, colonialism, and orientalism will be introduced. The class will survey the significant developments in narrative film outside Hollywood. Differing international contexts, theoretical movements, technological innovations, and major directors are studied. The class offers a global, historical overview of

narrative content and structure, production techniques, audience, and distribution. Students screen a variety of rare and popular films, focusing on the artistic, historical, social, and cultural contexts of film production. Students develop critical thinking skills and address issues of popular culture, including race, class gender, and equity. (Standard Letter Grade.) Effective: Fall 2018.

HUM 10—Approaches to Contemporary Film (3.0)
3.0 Lecture. Contemporary Film examines theories of film criticisms as they apply to films from 1960 to the present. Students learn technical, visual, classical, historical, cultural, ideological, and aesthetic approaches to film and sample from a representative list of foreign and domestic movies. Special emphasis is given to new voices from non-American sources and to emerging voices in American cinema. ADVISORY: Eligibility for English 250 and 260. (Standard Letter Grade.) Effective: Fall 2014.

HUM 12—Mexican American Cultural History (3.0)
3.0 Lecture. The Mexican American experience as influenced by society in the United States. Emphasis will be on the historical and contemporary contributions made by the Indian, Spanish, Mexican and Mexican American. Emphasis will also be on the social, economic, and political milieu of the Mexican American within the context of the American society. This course has the option of a letter grade or pass/no pass. Also listed as HIST 12. ADVISORY: Eligible for English 1A. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2016.

HUM 22—Field Work and Service (0.5-1.0)
1.5-3.0 TBA. 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. (Pass/No Pass.) Effective: Spring 2011.

HUM 23—Independent Study (1.0-2.0)
3.0-6.0 TBA. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2011.

HUM 25—Motion Picture Production (3.0)
2.0 Lecture, 3.0 Lab. This course provides an introduction to the theory, terminology, and process of motion picture production for film and television. Topics include basic cinematography including the operation, function and creative uses of production and post-production equipment, scriptwriting, camera operation, shot composition, lighting, sound recording and mixing, and editing. (C-ID: FTVE 150) (Standard Letter Grade.) Effective: Fall 2014.

HUM 98—Special Topics (0.5-3.0)
0.5-3.0 Lecture. Special topics courses examine current problems or issues of interest to students within a specific discipline area. For topic content information, consult with the appropriate department chairperson. For transfer status, check with a counselor. This course may have the option of a letter grade or pass/no pass. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2010.

Journalism

Journalism



ADT: Journalism AA-T - CSU Transfer

Students participating and completing the Associate in Arts in Journalism for Transfer degree at Gavilan College will have satisfied the transfer requirements for California State University programs and will have a higher probability for acceptance at University of California programs. Students in the Journalism program learn about various news media forms--newspapers, magazines, television and the Internet--as the basis of a foundational education in journalism. Students practice journalism and become media practitioners as most journalism courses offer a unique opportunity to develop publishable work for the Gavilan Press, Gavilan College's student newspaper as well as other digital news venues. The Journalism program is an active part of the Media Arts program and offers all students the opportunity to collaborate with those from the disciplines of film, video production, digital media and photography.

Requirements: **Units:** 18

JOUR 10	Mass Media and Society	3
JOUR 16A	Writing for Print and Digital Media	3
JOUR 18A	Print and Digital News I	3
JOUR 18B	Print and Digital News II	3
ART 8A	Introduction to Photography	3
PHIL 2	Introduction to Logic	3
PHIL 4	Critical Thinking and Writing	3
OR		
ENGL 1C	Critical Reasoning and Writing	3

Students are required to complete: **Units:**

Units Required for the Major: 18 **Units:**
Double Counted Units: **Units:**
General Education Requirements: CSU GE: 39; IGETC: 37 **Units:** 37-39
Electives needed to get to 60 Units: **Units:**
Total Units for the Degree: 60 Units **Units:**
Total: 55-57

Courses

JOUR 10—Mass Media and Society (3.0) **A new version of this course will be effective Summer 2020**
3.0 Lecture. This course helps students understand the 20th century revolution in mass media by focusing on the history, economics and social impact of the newspaper, book publishing, magazine, film, television, public relations, advertising and music industries. Students will study audience, propaganda and mass communication theory; and discuss new technology, ethnic media in the

United States, ethical issues and attempts to regulate or control the media. Honors students will complete more in-depth analysis of media issues and will finish a media-related research project. This course is also listed as SOC 10. This course has the option of a letter grade or pass/no pass. (C-ID: JOUR 100) ADVISORY: English 250, English 260. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2016 to Summer 2020.

JOUR 10—Mass Media and Society (3.0)
3.0 Lecture. This course helps students understand the 20th century revolution in mass media by focusing on the history, economics and social impact of the newspaper, book publishing, magazine, film, television, public relations, advertising and music industries. Students will study audience, propaganda and mass communication theory; and discuss new technology, ethnic media in the United States, ethical issues and attempts to regulate or control the media. Honors students will complete more in-depth analysis of media issues and will finish a media-related research project. This course is also listed as SOC 10. This course has the option of a letter grade or pass/no pass. (C-ID: JOUR 100) (Option of a standard letter grade or Pass/no pass.) Effective: Summer 2020.

JOUR 16A—Writing for Print and Digital Media (3.0)
3.0 Lecture. Fundamentals of journalistic writing and analysis of news values and news writing. This course stresses organization and structure of news stories; the language and style of news writing; the basic lead and story types for print, broadcast and social media. This course offers students an opportunity to practice the fundamental skills of print news writing, learning to use news judgment and to follow a set journalism format for the construction of news stories. (C-ID: JOUR 110) ADVISORY: Typing skill; English 1A eligibility. (Standard Letter Grade.) Effective: Fall 2013.

JOUR 18A—Print and Digital News I (3.0)
2.0 Lecture, 3.0 Lab. Students research, fact check, interview, write, edit, photograph and produce computer assisted design and graphics for the college newspaper and/or online The Gavilan Press. In doing this, they provide the community with an important First Amendment forum, learn and educate about the First Amendment rights and responsibilities, and acquire journalistic skills, ethics and habits. (C-ID: JOUR 130). ADVISORY: Eligible for English 1A. Typing ability. (Standard Letter Grade.) Effective: Fall 2018.

JOUR 18B—Print and Digital News II (3.0)
2.0 Lecture, 3.0 Lab. Students will take leadership roles and be placed in a deadline-driven newsroom environment with close attention to teamwork, responsibility and objectivity. Students will research, fact check, interview, write, edit, photograph and produce computer-assisted design and graphics for the college newspaper and/or online Gavilan Press. In doing this, they provide the community with an important First Amendment forum, learn and educate about First Amendment rights and responsibilities and acquire journalistic skills, ethics and habits. (C-ID: JOUR 131) PREREQUISITE: Journalism 18A. (Standard Letter Grade.) Effective: Fall 2018.

JOUR 18C—Print and Digital News III (3.0)
2.0 Lecture, 3.0 Lab. Students will take advanced leadership roles and be placed in a deadline-driven newsroom environment with close attention to teamwork, responsibility and objectivity. Students will research, fact check, interview, write, edit, photograph and produce computer-assisted design and graphics for the college newspaper and/or online Gavilan Press or comparable news outlet. In doing this, they provide the community with an important First Amendment forum, learn and educate about First Amendment rights and responsibilities and acquire leadership experience, journalistic skills, ethics and habits. PREREQUISITE: Journalism 18B. (Standard Letter Grade.) Effective: Fall 2018.

JOUR 18D—Working on the Newspaper (2.0-5.0) A new version of this course will be effective Spring 2020
0.0-2.0 Lecture, 0.0-3.0 Lab, 0.0-6.0 TBA. Students interview, write, photograph and do computer assisted design and graphics for the college newspaper, The Gavilan Press. In doing this, they provide the community with an important first amendment forum, learn and educate about the first

amendment rights and responsibilities and acquire journalistic skills, ethics and habits. ADVISORY: Journalism 18C. (Standard Letter Grade.) Effective: Fall 2014 to Spring 2020.

JOUR 18D—Print and Digital News IV (3.0)
2.0 Lecture, 3.0 Lab. Students will take managing leadership roles and be place in a deadline-driven newsroom environment with close attention to teamwork, responsibility, objectivity and training. Students will research, fact check, interview, write, edit, photograph and produce computer-assisted design and graphics for the college newspaper, The Gavilan Press or comparable news outlet. In doing this, they provide the community with an important First Amendment forum, learn and educate about First Amendment rights and responsibilities, and acquire journalistic skills, ethics and habits. PREREQUISITE: Journalism 18C. (Standard Letter Grade.) Effective: Spring 2020.

JOUR 22—Field Work and Service (0.5-1.0)
1.5-3.0 TBA. 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. (Pass/No Pass.) Effective: Summer 2011.

JOUR 23—Independent Study (1.0-2.0)
3.0-6.0 TBA. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2011.

JOUR 190—Occupational Work Experience/Journalism (1.0-4.0)
3.3-16.7 Lab. 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. Student repetition is allowed per Title 5 Section 55253. Minimum 2.00 GPA. REQUIRED: Declared vocational major. (Pass/No Pass.) Effective: Fall 2016.

Kinesiology

Kinesiology



ADT: Kinesiology AA-T CSU Transfer

Upon completion of this degree, students will be prepared to transfer into the CSU system to pursue a BA/BS in Kinesiology. It is the desire of the Kinesiology and Athletics Department to

contribute to the continued growth and development of each student by providing opportunities that advance the physical, mental, social, and emotional rewards that result from a comprehensive experience in higher education.

Associate Degree for Transfer Requirements:

(1) Completion of 60 semester units that are eligible for transfer to the California State University, including both of the following:

(A) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education - Breadth Requirements.

(B) A minimum of 18 semester units in a major or area of emphasis, as determined by the community college district.

(2) Obtainment of a minimum grade point average of 2.0.

Title 5 section 55063(a) also require that students must earn a C or better in all courses required for the major or area of emphasis, or a "P" if the course was taken on a 'pass-no-pass' basis.

Core Courses: 15 units, including Movement Based Courses:		**Units:** 15
KIN 2	Introduction to Kinesiology	3
AND		
BIO 7	Human Anatomy	4
AND		
BIO 9	Human Physiology	5
MATH 5	Introduction to Statistics	3
CHEM 1A	General Chemistry	5
CHEM 30A	Elementary Chemistry	4
PHYS 2A	General Physics I	4
PHYS 4A	Physics for Scientists and Engineers: Mechanics	4
AH 30	First Aid and CPR	3

Movement Based Courses – Select a maximum of one (1) course from any three (3) of the following areas for a maximum of three (3 units):		**Units:**
Aquatics		**Units:**
KIN 16A	Swimming - Beginning	0.5-1
OR		
KIN 61A	Swim for Fitness - Level 1	0.5-1

Combatives	**Units:** 1
Units Required for the Major: 21 - 24	**Units:**
Double Counted Units: 6 - 12	**Units:**
General Education Requirements: CSU GE: 39; IGETC: 37	**Units:** 37-39
Electives needed to get to 60 Units: CSU: 3 - 12; IGETC: 6 - 12	**Units:**
Total Units for the Degree: 60 Units	**Units:**
	Total: 53-55

Kinesiology AA

The Department of Kinesiology and Athletics provides opportunities for students to develop proficiency in a variety of sports and activities, academically study the field of kinesiology and health education, pursue a professional career in teaching, coaching, sports psychology, working with a college or professional sports team, working for a corporate or individual health facility, athletic administration, athletic training, sports medicine aid, physical therapists, or personal/ fitness trainer; and transfer to a four year college/university.

An Associate of Arts Degree, with four choices of area of emphasis - Education, Sports Management, Sports Medicine, or Personal Training/Fitness - can be obtained by completing a total of 60 units, which includes the 18 - 21 units major in Kinesiology, general education requirements, and electives. This program, along with the AA-T in Kinesiology, is also designed to allow students to transfer into baccalaureate programs in kinesiology/physical education at CSU and many independent and/or out-of-state colleges and universities. The department also provides an 18 unit certificate of achievement in personal training.

Students should note that each college and university has its own admission, general education, and lower-division major requirements that must be completed prior to transfer, and that these requirements vary greatly from institution to institution. Students have several options for completing their General Education requirements. Following are the patterns most commonly used by Gavilan College transfer students: California State University's (CSUs) General Education Requirements for a B.A./B.S., Intersegmental General Education Transfer Curriculum (IGETC), and Transfer Admission Agreements. Students should consult with a Gavilan College counselor to determine which general education pattern is appropriate for their major in Kinesiology.

Gavilan College offers a variety of intercollegiate sports for men and women. We compete in the Coast Conference which is a member of the California Community College Athletic Association. Students participate for a variety of reasons, including the desire to compete at the intercollegiate level and for the opportunity to earn an academic or athletic scholarship at the 4-year level.

Whether students are majoring in Kinesiology with an emphasis in Education, Sports Management, Sports Medicine, or Personal Training/Fitness; wanting to meet their transfer requirements by utilizing our Associate in Arts in Kinesiology for Transfer degree; pursuing a Certificate of Achievement in Personal Training; desiring a competitive intercollegiate athletic experience; fulfilling the general education kinesiology activity class graduation requirement; or just wanting enrichment opportunities, the staff remains dedicated to providing the best instruction possible.

REQUIRED CORE:		**Units:** 8
KIN 2	Introduction to Kinesiology	3
BIO 15	Survey of Human Anatomy and Physiology	5
A MINIMUM OF 2 UNITS FROM 2 DIFFERENT ACTIVITY COURSES		**Units:** 2
AREAS OF EMPHASIS- CHOOSE ONE		**Units:** 6
EDUCATION OPTION		**Units:** 6
KIN 5	Individual and Dual Sports	3
OR		

KIN 6	Games & Rhythms Child's Physical Development:Foundation/ Framework	3
HE 1	Health Education	3
OR		
KIN 8	Introduction to Sports Psychology	3

SPORT MANAGEMENT OPTION **Units:** 6

KIN 7	Theory of Sports Management	3
KIN 7	Theory of Sports Management	3
OR		
KIN 15	Sports and Society	3

SPORT MEDICINE OPTION **Units:** 6

KIN 3	Introduction to Athletic Training	4
KIN 4A	Athletic Training Practicum I	2

PERSONAL TRAINING OPTION **Units:** 6

KIN 84	Assessment of Fitness Techniques	3
KIN 85	Concepts, Program Design of Strength, Cardiovascular Fitness	3

Electives 2 UNITS MINIMUM **Units:** 2

Choose one (1) of the following if not used above:

KIN 3	Introduction to Athletic Training	4
KIN 4A	Athletic Training Practicum I	2
KIN 4B	Athletic Training Practicum II	2
KIN 4C	Athletic Training Practicum III	2
KIN 5	Individual and Dual Sports	3
KIN 6	Games and Rhythms for Children	3
KIN 7	Theory of Sports Management	3
KIN 8	Introduction to Sports Psychology	3
KIN 15	Sports and Society	3
KIN 84	Assessment of Fitness Techniques	3
KIN 85	Concepts, Program Design of Strength, Cardiovascular Fitness	3
KIN 92	Stress Management	3
HE 1	Health Education	3
BIO 7	Human Anatomy	4
BIO 9	Human Physiology	5
BIO 11	Nutrition	3
BUS 80	Business Law	3

UNITS FOR THE MAJOR: 18 **Units:**
General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

TOTAL UNITS REQUIRED FOR DEGREE 60 UNITS **Units:**
Total: 77

Kinesiology: Personal Fitness Training CA

The Personal Training Certificate of Achievement is designed to prepare students to work in the fitness industry. The required core courses provide students with the academic preparation and skills required for employment as a Fitness Specialist and to prepare for several national certification exams. Students completing the certificate are well prepared to work in their field of choice while continuing their education.

Required: **Units:** 0

Required Courses: 15 units **Units:** 15

BIO 15	Survey of Human Anatomy and Physiology	5
OR		
AH 15	Survey of Human Anatomy and Physiology	5
KIN 3	Introduction to Athletic Training	4
KIN 85	Concepts, Program Design of Strength, Cardiovascular Fitness	3
KIN 84	Assessment of Fitness Techniques	3

Choose one of the following: 3 units **Units:** 3

AH 11	Nutrition	3
HE 1	Health Education	3

Total: 18

Courses

KIN 1—Orientation for Student-Athlete Success (1.0) A new version of this course will be effective Summer 2020

1.0 Lecture. This course identifies and clarifies issues relevant to student-athletes. Students will be exposed to the student services available to them and learn practical skills which will assist them in obtaining their educational objectives. Learning styles as well as academic eligibility and transfer rules will be covered. (Standard Letter Grade.) Effective: Summer 2018 to Summer 2020.

KIN 1—Orientation for Student-Athlete Success (1.0)

1.0 Lecture. This course identifies and clarifies issues relevant to student-athletes. Students will be exposed to the student services available to them and learn practical skills which will assist them in obtaining their educational objectives. Learning styles as well as academic eligibility and transfer rules will be covered. (Standard Letter Grade.) Effective: Summer 2020.

KIN 2—Introduction to Kinesiology (3.0) A new version of this course will be effective Fall 2020

3.0 Lecture. This course is designed to examine the field of kinesiology from a historical, ethical, philosophical, and contemporary viewpoint. The broad spectrum of kinesiology, using the interdisciplinary approach to the study of human movement will be discussed. Sub-disciplines in the field along with career options will be introduced. Previously listed as PE 2. (C-ID: KIN 100) ADVISORY: Eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Spring 2019 to Fall 2020.

KIN 2—Introduction to Kinesiology (3.0)

3.0 Lecture. This course is designed to examine the field of kinesiology from a historical, ethical, philosophical, and contemporary viewpoint. The broad spectrum of kinesiology, using the interdisciplinary approach to the study of human movement will be discussed. Sub-disciplines in the field along with career options will be introduced. Previously listed as PE 2. (C-ID: KIN 100) (Standard Letter Grade.) Effective: Fall 2020.

KIN 3—Introduction to Athletic Training (4.0) A new version of this course will be effective Spring 2021
3.0 Lecture, 3.0 Lab. An introductory course in athletic training/sports medicine. This course will familiarize the student with the six domains of athletic training: prevention; clinical evaluation and diagnosis; immediate care; treatment, rehabilitation, and reconditioning; organization and administration; and professional responsibility. Also included is hands-on experience in the training room and at athletic events. Previously listed as PE 3. ADVISORY: Allied Health 30 and eligible for English 260. (Standard Letter Grade.) Effective: Fall 2017 to Spring 2021.

KIN 3—Introduction to Athletic Training (4.0)
3.0 Lecture, 3.0 Lab. An introductory course in athletic training/sports medicine. This course will familiarize the student with the six domains of athletic training: prevention; clinical evaluation and diagnosis; immediate care; treatment, rehabilitation, and reconditioning; organization and administration; and professional responsibility. Also included is hands-on experience in the training room and at athletic events. Previously listed as PE 3. ADVISORY: Skills in First Aid and CPR (Standard Letter Grade.) Effective: Spring 2021.

KIN 4A—Athletic Training Practicum I (2.0)
6.0 Lab. This course provides students majoring in Kinesiology with the opportunity to apply the knowledge and skills in KIN 3. Emphasis is placed on handling an emergency situation, acute injury management, prevention of athletics injuries, wrapping and taping techniques and basic injury rehabilitation. This course has the option of a letter grade or pass/no pass. Successful completion (C grade) requires the students to complete 75 hours of lab work in addition to the course's academic requirements. This course was previously listed as KIN 3A. ADVISORY: KIN 3 (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2016.

KIN 4B—Athletic Training Practicum II (2.0) A new version of this course will be effective Spring 2021
6.0 Lab. This course provided students with an opportunity to apply the knowledge and skills acquired in KIN 3 and KIN 4A. Emphasis is placed on taping, bracing, padding, splinting, protective equipment, recognition and management of specific sports injuries and conditions and formulating treatment plans. Provides practical exposure to the athletic training profession and increases student's proficiency in athletic training competencies. This course has the option of a letter grade or pass/no pass. Successful completion (C Grade) requires students to complete 75 hours of lab work in addition to the course's academic requirements. PREREQUISITES: KIN 3 AND KIN 4A (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2016 to Spring 2021.

KIN 4B—Athletic Training Practicum II (2.0)
6.0 Lab. This course provided students with an opportunity to apply the knowledge and skills acquired in KIN 3 and KIN 4A. Emphasis is placed on taping, bracing, padding, splinting, protective equipment, recognition and management of specific sports injuries and conditions and formulating treatment plans. Provides practical exposure to the athletic training profession and increases student's proficiency in athletic training competencies. This course has the option of a letter grade or pass/no pass. Successful completion (C Grade) requires students to complete 75 hours of lab work in addition to the course's academic requirements. PREREQUISITES: KIN 3 AND KIN 4A (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

KIN 4C—Athletic Training Practicum III (2.0) A new version of this course will be effective Spring 2021
6.0 Lab. This course provides students with the opportunity to apply the knowledge and skills acquired in KIN 3, KIN 4A and KIN 4B. Emphasis is placed on the hands-on experience of

recognition, management and evaluation of athletic injuries and assisting the Certified Athletic Trainer with daily management of an athletic training facility. Provides continued practical exposure to the athletic training profession and increases student's proficiency in athletic training competencies. This course has the option of a letter grade or pass/no pass. Successful completion (C grade) requires the students to complete 75 hours of lab work in addition to the course's academic requirements. PREREQUISITES: KIN 3, KIN 4A and KIN 4B. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2016 to Spring 2021.

KIN 4C—Athletic Training Practicum III (2.0)
6.0 Lab. This course provides students with the opportunity to apply the knowledge and skills acquired in KIN 3, KIN 4A and KIN 4B. Emphasis is placed on the hands-on experience of recognition, management and evaluation of athletic injuries and assisting the Certified Athletic Trainer with daily management of an athletic training facility. Provides continued practical exposure to the athletic training profession and increases student's proficiency in athletic training competencies. This course has the option of a letter grade or pass/no pass. Successful completion (C grade) requires the students to complete 75 hours of lab work in addition to the course's academic requirements. PREREQUISITES: KIN 3, KIN 4A and KIN 4B. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

KIN 5—Individual and Dual Sports (3.0)
2.0 Lecture, 3.0 Lab. Designed for those planning to work with children in the field of physical education or recreation. Activities such as badminton, bowling, golf, tennis, and archery may be covered. Previously listed as PE 5. ADVISORY: Eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Spring 2019.

KIN 6—Games and Rhythms for Children (3.0) A new version of this course will be effective Spring 2020
3.0 Lecture. Nature, function and organization of physical activities for the pre-school and elementary school age child. Emphasis is given to the understanding of psychomotor development and spatial awareness. Designed for those planning to work with children. Also listed as Child Development 6. This course has the option of a letter grade or pass/no pass. ADVISORY: Eligible for English 250 and English 260. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019 to Spring 2020.

KIN 6—Games & Rhythms Child's Physical Development:Foundation/ Framework (3.0)
3.0 Lecture. Nature, function and organization of physical activities for children. Introduction to the physical domain of the California Preschool Learning Foundations and Frameworks. Emphasis is given to the understanding of movement skills and concepts. Designed for those planning to work with children. Provides practical strategies for implementing the curriculum frameworks developed for this domain. Applicable to required or Child Development Permit holders, pre-school, transitional kindergarten, and early-primary teachers. Also listed as CD 6. This course has the option of a letter grade or pass/no pass. ADVISORY: Eligible for English 250 and English 260. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2020.

KIN 7—Theory of Sports Management (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. This course introduces the theory of organizing, planning, directing and controlling a sports program. Areas such as budgeting, fundraising, advertising, marketing, and studying contract law will also be included. (Standard Letter Grade.) Effective: Fall 2018 to Fall 2020.

KIN 7—Theory of Sports Management (3.0)
3.0 Lecture. This course introduces the theory of organizing, planning, directing and controlling a sports program. Areas such as budgeting, fundraising, advertising, marketing, and studying contract law will also be included. (Standard Letter Grade.) Effective: Fall 2020.

KIN 8—Introduction to Sports Psychology (3.0) A new version of this course will be effective Spring 2021

3.0 Lecture. A course designed to provide the student with some of the theoretical and practical knowledge of applying psychological techniques within sport situations and to better understand the relevance of mental factors necessary to maximize athletic performance. Some of the areas that will be addressed are motivation, goal setting, the use of mental imagery, time management, and deal with stress. The relationship between life in sport and life outside of sport and how each affect performance will also be covered. This class has the option of a letter grade or pass/no pass. Previously listed as PE 8. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2014 to Spring 2021.

KIN 8—Introduction to Sports Psychology (3.0)
3.0 Lecture. A course designed to provide the student with some of the theoretical and practical knowledge of applying psychological techniques within sport situations and to better understand the relevance of mental factors necessary to maximize athletic performance. Some of the areas that will be addressed are motivation, goal setting, the use of mental imagery, time management, and deal with stress. The relationship between life in sport and life outside of sport and how each affect performance will also be covered. This class has the option of a letter grade or pass/no pass. Previously listed as PE 8. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

KIN 15—Sports and Society (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. This course examines the role of sports in society. It will look at how sports influences and shapes the world by investigating the historical, social, economic and political impact of sports on society. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2015 to Spring 2021.

KIN 15—Sports and Society (3.0)
3.0 Lecture. This course examines the role of sports in society. It will look at how sports influences and shapes the world by investigating the historical, social, economic and political impact of sports on society. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

KIN 16A—Swimming - Beginning (0.5-1.0) A new version of this course will be effective Spring 2021
1.5-3.0 Lab. Co-educational activity designed for the beginning swimmer. Instruction on floating, rhythmic breathing, freestyle, elementary backstroke, and backstroke is included. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 16. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2017 to Spring 2021.

KIN 16A—Swimming - Beginning (0.5-1.0)
1.5-3.0 Lab. Co-educational activity designed for the beginning swimmer. Instruction on floating, rhythmic breathing, freestyle, elementary backstroke, and backstroke is included. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 16. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

KIN 16B—Swimming - Intermediate (0.5-1.0) A new version of this course will be effective Spring 2021
1.5-3.0 Lab. Coeducational activity designed for the intermediate swimmer. Instruction on the sidestroke and breaststroke is included as well as continued improvement on the freestyle, elementary backstroke and backstroke. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 16. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2017 to Spring 2021.

KIN 16B—Swimming - Intermediate (0.5-1.0)
1.5-3.0 Lab. Coeducational activity designed for the intermediate swimmer. Instruction on the sidestroke and breaststroke is included as well as continued improvement on the freestyle, elementary backstroke and backstroke. This course has the option of a letter grade or pass/no

pass. Previously listed as KIN 16. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

KIN 16C—Swimming - Advanced (0.5-1.0) A new version of this course will be effective Spring 2021
1.5-3.0 Lab. Coeducational activity designed for the advanced swimmer. Continued improvement on all strokes. Variations of the sidestroke and the butterfly will be covered. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 16. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2017 to Spring 2021.

KIN 16C—Swimming - Advanced (0.5-1.0)
1.5-3.0 Lab. Coeducational activity designed for the advanced swimmer. Continued improvement on all strokes. Variations of the sidestroke and the butterfly will be covered. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 16. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

KIN 17A—Golf - Beginning (0.5-1.0) A new version of this course will be effective Spring 2021
1.5-3.0 Lab. Coeducational activity stressing the basic rules and etiquette with emphasis on the 7 iron, putting, and the 3 wood. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 17. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019 to Spring 2021.

KIN 17A—Golf - Beginning (0.5-1.0)
1.5-3.0 Lab. Coeducational activity stressing the basic rules and etiquette with emphasis on the 7 iron, putting, and the 3 wood. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 17. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

KIN 17B—Golf - Intermediate (0.5-1.0) A new version of this course will be effective Spring 2021
1.5-3.0 Lab. Coeducational activity with emphasis on low iron play, wedge play, and the driver. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 17. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019 to Spring 2021.

KIN 17B—Golf - Intermediate (0.5-1.0)
1.5-3.0 Lab. Coeducational activity with emphasis on low iron play, wedge play, and the driver. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 17. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

KIN 17C—Golf - Advanced (0.5-1.0) A new version of this course will be effective Spring 2021
1.5-3.0 Lab. Coeducational activity with emphasis on all irons, wedges, and woods. Includes course play. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 17. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019 to Spring 2021.

KIN 17C—Golf - Advanced (0.5-1.0)
1.5-3.0 Lab. Coeducational activity with emphasis on all irons, wedges, and woods. Includes course play. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 17. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

KIN 18A—Tennis - Beginning (0.5-1.0)
1.5-3.0 Lab. Coeducational activity stressing the basic tennis forehand, backhand, serve, and volley along with an introduction to the court markings. This course has the option of a letter grade

or pass/no pass. Previously listed as KIN 18. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2017.

KIN 18B—Tennis - Intermediate (0.5-1.0)
1.5-3.0 Lab. Coeducational activity stressing various tennis stroke techniques, such as a topspin and slice forehand, backhand, and serve. The lob, overhead and rules of the game, including scoring and etiquette will be introduced. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 18. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2017.

KIN 18C—Tennis - Advanced (0.5-1.0)
1.5-3.0 Lab. Coeducational activity which incorporates tennis skills into game play, utilizing singles and doubles strategies. Introduces the drop shot, half volley, a tiebreak, and no-ad scoring. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 18. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2017.

KIN 19A—Badminton - Beginning (0.5-1.0)
1.5-3.0 Lab. Coeducational activity designed for beginning badminton students. Includes the fundamentals of the badminton forehand, backhand, overhead clear, and serve as well as the court markings. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 19. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019.

KIN 19B—Badminton - Intermediate (0.5-1.0)
1.5-3.0 Lab. Coeducational activity designed for intermediate badminton students. Includes the fundamentals of the clear, drive, smash, drop shot, net play, and the rules for singles and doubles games. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 19. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019.

KIN 19C—Badminton - Advanced (0.5-1.0)
1.5-3.0 Lab. Coeducational activity designed for advanced badminton students. Includes the techniques for the advanced skills of the around the head clear, smash and drop shot, variation of the net shot and serve, as well as strategies of the game. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 19. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019.

KIN 20A—Bowling - Beginning (0.5-1.0)
1.5-3.0 Lab. Coeducational activity for beginning bowling students. Includes the benefits, rules, safety, and etiquette of bowling. Also includes the acquisition and application of motor skills appropriate to beginning bowling. Previously listed as KIN 20. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019.

KIN 20B—Bowling - Intermediate (0.5-1.0)
1.5-3.0 Lab. Coeducational activity designed for intermediate bowling students. This course is designed to review the fundamentals of bowling and to introduce more ball delivery skills and lane strategy. Previously listed as KIN 20. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019.

KIN 20C—Bowling - Advanced (0.5-1.0)
1.5-3.0 Lab. Coeducational activity designed for advanced bowling students. Includes the 3-6-9 spare system and adjustments required on lane conditions. Previously listed as KIN 20. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019.

KIN 22—Field Work and Service (0.5-1.0)
1.5-3.0 TBA. Supervised field work within the college and with local agencies. Students serve in useful group activities in leadership roles prescribed for them by faculty or community agencies. A

maximum of six units may be completed. This is a pass/no pass course. REQUIRED: Learning contracts must be filled out and signed by the student and the supervising instructor. Previously listed as PE 22. (Pass/No Pass.) Effective: Fall 2014.

KIN 23—Independent Study (1.0-2.0)
3.0-6.0 TBA. Designed to afford selected students specialized opportunities for exploring areas at the independent study level. The courses may involve extensive library work, research in the community, or special projects. May be repeated until six units of credit are accrued. This course has the option of a letter grade or pass/no pass. Previously listed as PE 23. REQUIRED: The study outline prepared by the student and the instructor must be filed with the department and the dean. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2014.

KIN 24A—Individualized Weight Training - Level 1 (0.5-1.0)
1.5-3.0 Lab. An open laboratory for those who desire an individualized strength training program using the stations from the resistance machines. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 24. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2018.

KIN 24B—Individualized Weight Training - Level 2 (0.5-1.0)
1.5-3.0 Lab. An open laboratory for those who desire an individualized strength training program using the stations from the resistance machines and hand weights as well as body weight exercises using stability equipment. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 24. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2013.

KIN 24C—Individualized Weight Training - Level 3 (0.5-1.0)
1.5-3.0 Lab. An open laboratory for those who desire an individualized strength training program using strength and strength endurance training including plyometrics. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 24. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2013.

KIN 24D—Individualized Weight Training - Level 4 (0.5-1.0)
1.5-3.0 Lab. An open laboratory for those who desire an individualized strength training program using Olympic lifts and the kettle ball to develop maximum strength, hypertrophy, and power. This course has the option of a letter grade or pass no/pass. Previously listed as KIN 24. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2013.

KIN 31A—Archery - Beginning (0.5-1.0)
1.5-3.0 Lab. Coeducational activity designed for the beginning skill level. Safety, fundamentals, terminology and scoring are included. This course is designed to instruct students in the fundamental skills of archery as a target shooting sport. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017.

KIN 31B—Archery - Intermediate (0.5-1.0)
1.5-3.0 Lab. Coeducational activity designed for the intermediate skill level. Includes instruction and practice in target archery which will allow the student to analyze their performance and develop a consistent shooting rhythm. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017.

KIN 33A—Walk, Run For Fitness - Level 1 (0.5-1.0) A new version of this course will be effective Summer 2020
1.5-3.0 Lab. A program of walking and/or running designed to improve cardiovascular fitness and strengthen the muscles throughout the body. Emphasis will be on student's exercising at a moderate (40% - 50% THR) exertion level. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2017 to Summer 2020.

KIN 33A—Walk, Run For Fitness - Level 1 (0.5-1.0)
1.5-3.0 Lab. A program of walking and/or running designed to improve cardiovascular fitness and strengthen the muscles throughout the body. Emphasis will be on student's exercising at a moderate (40% - 50% THR) exertion level. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Summer 2020.

KIN 33B—Walk, Run For Fitness - Level 2 (0.5-1.0) A new version of this course will be effective Summer 2020
1.5-3.0 Lab. A program of walking and/or running designed to improve cardiovascular fitness and strengthen the muscles throughout the body. Emphasis will be on student's exercising at an intermediate (50% - 60% THR) exertion level. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2017 to Summer 2020.

KIN 33B—Walk, Run For Fitness - Level 2 (0.5-1.0)
1.5-3.0 Lab. A program of walking and/or running designed to improve cardiovascular fitness and strengthen the muscles throughout the body. Emphasis will be on student's exercising at an intermediate (50% - 60% THR) exertion level. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Summer 2020.

KIN 33C—Walk, Run For Fitness - Level 3 (0.5-1.0) A new version of this course will be effective Summer 2020
1.5-3.0 Lab. A program of walking and/or running designed to improve cardiovascular fitness and strengthen the muscles throughout the body. Emphasis will be on student's exercising at a high (60% - 80% THR) exertion level. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2017 to Summer 2020.

KIN 33C—Walk, Run For Fitness - Level 3 (0.5-1.0)
1.5-3.0 Lab. A program of walking and/or running designed to improve cardiovascular fitness and strengthen the muscles throughout the body. Emphasis will be on student's exercising at a high (60% - 80% THR) exertion level. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Summer 2020.

KIN 39—Fencing (0.5-1.0) This course will be discontinued effective Fall 2020
1.5-3.0 Lab. This course will explore the offensive and defensive fencing skills with a foil. This course has the option of a letter grade or pass/no pass. Previously listed as PE 39. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2018 to Fall 2020.

KIN 44A—Core and Cardio - Level 1 (0.5-1.0) A new version of this course will be effective Summer 2020
1.5-3.0 Lab. This course utilizes a variety of activities to improve one's aerobic fitness. Emphasis will be on student's exercising at a moderate exertion level. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 44. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019 to Summer 2020.

KIN 44A—Core and Cardio - Level 1 (0.5-1.0)
1.5-3.0 Lab. This course utilizes a variety of activities to improve one's aerobic fitness. Emphasis will be on student's exercising at a moderate exertion level. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 44. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Summer 2020.

KIN 44B—Aerobics - Level 2 (0.5-1.0) A new version of this course will be effective Spring 2020

1.5-3.0 Lab. This course utilizes a variety of activities to improve one's aerobic fitness. Emphasis will be on student's exercising at an intermediate exertion level. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 44. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019 to Spring 2020.

KIN 44B—Core and Cardio - Level 2 (0.5-1.0) A new version of this course will be effective Summer 2020
1.5-3.0 Lab. This course utilizes a variety of activities to improve one's aerobic fitness. Emphasis will be on student's exercising at an intermediate exertion level. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 44. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2020 to Summer 2020.

KIN 44B—Core and Cardio - Level 2 (0.5-1.0)
1.5-3.0 Lab. This course utilizes a variety of activities to improve one's aerobic fitness. Emphasis will be on student's exercising at an intermediate exertion level. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 44. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Summer 2020.

KIN 44C—Core and Cardio- Level 3 (0.5-1.0) A new version of this course will be effective Summer 2020
1.5-3.0 Lab. This course utilizes a variety of activities to improve one's aerobic fitness. Emphasis will be on student's exercising at a high intensity level. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 44. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019 to Summer 2020.

KIN 44C—Core and Cardio- Level 3 (0.5-1.0)
1.5-3.0 Lab. This course utilizes a variety of activities to improve one's aerobic fitness. Emphasis will be on student's exercising at a high intensity level. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 44. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Summer 2020.

KIN 61A—Swim for Fitness - Level 1 (0.5-1.0) A new version of this course will be effective Spring 2021
1.5-3.0 Lab. Designed to develop endurance and improve swimming skills in order to work on one's cardiovascular fitness. Includes use of the dolphin kick and alternate breathing. Intermediate swimming ability is recommended. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 61. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Summer 2018 to Spring 2021.

KIN 61A—Swim for Fitness - Level 1 (0.5-1.0)
1.5-3.0 Lab. Designed to develop endurance and improve swimming skills in order to work on one's cardiovascular fitness. Includes use of the dolphin kick and alternate breathing. Intermediate swimming ability is recommended. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 61. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

KIN 61B—Swim for Fitness - Level 2 (0.5-1.0) A new version of this course will be effective Spring 2021
1.5-3.0 Lab. Designed to improve endurance in order to maintain one's cardiovascular fitness. Includes use of streamlining and flip turns. Intermediate swimming ability is recommended. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 61. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Summer 2018 to Spring 2021.

KIN 61B—Swim for Fitness - Level 2 (0.5-1.0)
1.5-3.0 Lab. Designed to improve endurance in order to maintain one's cardiovascular fitness. Includes use of streamlining and flip turns. Intermediate swimming ability is recommended. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 61. Courses should

be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

KIN 61C—Swim for Fitness - Level 3 (0.5-1.0) A new version of this course will be effective Spring 2021
1.5-3.0 Lab. Designed to provide the student with a lap swimming experience to maintain their physical fitness. Intermediate swimming ability is recommended. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 61. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Summer 2018 to Spring 2021.

KIN 61C—Swim for Fitness - Level 3 (0.5-1.0)
1.5-3.0 Lab. Designed to provide the student with a lap swimming experience to maintain their physical fitness. Intermediate swimming ability is recommended. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 61. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

KIN 62A—Yoga - Beginning (0.5-1.0) A new version of this course will be effective Summer 2020
1.5-3.0 Lab. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019 to Summer 2020.

KIN 62A—Yoga - Beginning (0.5-1.0)
1.5-3.0 Lab. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Summer 2020.

KIN 62B—Yoga - Intermediate (0.5-1.0)
1.5-3.0 Lab. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019.

KIN 62C—Yoga - Advanced (0.5-1.0)
1.5-3.0 Lab. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019.

KIN 64A—Individualized Cardiovascular Fitness - Level 1 (0.5-1.0)
1.5-3.0 Lab. An open laboratory for those who desire an individualized cardiovascular fitness training program of moderate exertion using the FITTE principles. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 64. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2018.

KIN 64B—Individualized Cardiovascular Fitness - Level 2 (0.5-1.0)
1.5-3.0 Lab. An open laboratory for those who desire an intermediate level fitness program utilizing an individualized cardiovascular training approach. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 64. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2013.

KIN 64C—Individualized Cardiovascular Fitness - Level 3 (0.5-1.0)
1.5-3.0 Lab. An open laboratory for those who desire an individualized cardiovascular fitness training program of high intensity activities using the FITTE principles. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 64. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2013.

KIN 64D—Individualized Cardiovascular Fitness - Level 4 (0.5-1.0)
1.5-3.0 Lab. An open laboratory for those who desire an individualized cardiovascular fitness program utilizing the FITTE principles. High intensity training programs such as stage training and circuit training will be included. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 64. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2013.

KIN 66A—Dance Fundamentals - Beginning (0.5-1.0)
1.5-3.0 Lab. This course is designed to develop the student's technique of Dance Fundamentals (Ballet, Modern, Jazz) at the beginning level. Emphasizes enjoyment of dance as a form of exercise and will include some conditioning. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 66. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019.

KIN 66B—Dance Fundamentals - Intermediate (0.5-1.0)
1.5-3.0 Lab. This course is designed to develop the student's technique of Dance Fundamentals (Ballet, Modern, Jazz) at the intermediate level. Basic choreography skills will be included. Emphasizes enjoyment of dance as a form of exercise and will include some conditioning. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 66. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019.

KIN 66C—Dance Fundamentals - Advanced (0.5-1.0)
1.5-3.0 Lab. This course is designed to develop the student's technique of Dance Fundamentals (Ballet, Modern, Jazz) at the advanced level. Choreography assignments will be included. Emphasizes enjoyment of dance as a form of exercise and will include some conditioning. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 66. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019.

KIN 68A—Bootcamp Fitness - Level 1 (0.5-1.0) A new version of this course will be effective Spring 2021
1.5-3.0 Lab. A challenging series of drills and exercises that develop, improve an increase strength, flexibility, agility and cardiovascular fitness. Emphasis will be on student's exercising at a moderate (40% - 50% THR) exertion level. This course has the option of a letter grade or pass/no pass. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2016 to Spring 2021.

KIN 68A—Bootcamp Fitness - Level 1 (0.5-1.0)
1.5-3.0 Lab. A challenging series of drills and exercises that develop, improve an increase strength, flexibility, agility and cardiovascular fitness. Emphasis will be on student's exercising at a moderate (40% - 50% THR) exertion level. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

KIN 68B—Bootcamp Fitness - Level 2 (0.5-1.0) A new version of this course will be effective Spring 2021
1.5-3.0 Lab. A challenging series of drills and exercises that develop, improve and increase strength, flexibility, agility and cardiovascular fitness. Emphasis will be on student's exercising at an intermediate (50% - 60% THR) exertion level. This course has the option of a letter grade or pass/no pass. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2016 to Spring 2021.

KIN 68B—Bootcamp Fitness - Level 2 (0.5-1.0)

1.5-3.0 Lab. A challenging series of drills and exercises that develop, improve and increase strength, flexibility, agility and cardiovascular fitness. Emphasis will be on student's exercising at an intermediate (50% - 60% THR) exertion level. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

KIN 68C—Bootcamp Fitness - Level 3 (0.5-1.0) A new version of this course will be effective Spring 2021
1.5-3.0 Lab. A challenging series of drills and exercises that develop, improve and increase strength, flexibility, agility and cardiovascular fitness. Emphasis will be on student's exercising at a high (60% - 80% THR) intensity level. This course has the option of a letter grade or pass/no pass. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2016 to Spring 2021.

KIN 68C—Bootcamp Fitness - Level 3 (0.5-1.0)
1.5-3.0 Lab. A challenging series of drills and exercises that develop, improve and increase strength, flexibility, agility and cardiovascular fitness. Emphasis will be on student's exercising at a high (60% - 80% THR) intensity level. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

KIN 70A—Pilates - Level 1 (0.5-1.0) A new version of this course will be effective Fall 2020
1.5-3.0 Lab. This class utilizes the Pilates exercise system focused on improving the total body through a series of controlled movements. Emphasis will be on developing core awareness, physical alignment, and form. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 70. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019 to Fall 2020.

KIN 70A—Pilates - Level 1 (0.5-1.0)
1.5-3.0 Lab. This class utilizes the Pilates exercise system focused on improving the total body through a series of controlled movements. Emphasis will be on developing core awareness, physical alignment, and form. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 70. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2020.

KIN 70B—Pilates - Level 2 (0.5-1.0)
1.5-3.0 Lab. This class utilizes the Pilates exercise system focused on improving the total body through a series of controlled movements. Emphasis will be on strength, stamina, and flexibility. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 70. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019.

KIN 70C—Pilates - Level 3 (0.5-1.0)
1.5-3.0 Lab. This class utilizes the Pilates exercise system focused on improving the total body through a series of controlled movements. Emphasis will be on performing all thirty-four (34) exercises in the complete Pilates mat routine. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 70. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019.

KIN 71A—Self-Defense - Level 1 (0.5-1.0) A new version of this course will be effective Spring 2021
1.5-3.0 Lab. This course is an introduction and exploration of self-defense and personal safety. Emphasis on basic physical combative skills such as punches, strikes, blocks, and escape holds. It will also include basic non-combative skills such as risk reduction techniques, body language, positioning tactics, and verbal responses to threats. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 71. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019 to Spring 2021.

KIN 71A—Self-Defense - Level 1 (0.5-1.0)

1.5-3.0 Lab. This course is an introduction and exploration of self-defense and personal safety. Emphasis on basic physical combative skills such as punches, strikes, blocks, and escape holds. It will also include basic non-combative skills such as risk reduction techniques, body language, positioning tactics, and verbal responses to threats. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 71. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

KIN 71B—Self-Defense - Level 2 (0.5-1.0) A new version of this course will be effective Spring 2021
1.5-3.0 Lab. This course will focus on increasingly complex self-defense situations such as attacks on the ground, counter tactics to a variety of advance chokes, bear hugs, hair pulls, and headlocks. Emphasis will be placed on distraction and de-escalation techniques as well as clinch and close-range fighting and survival skills. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 71. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019 to Spring 2021.

KIN 71B—Self-Defense - Level 2 (0.5-1.0)
1.5-3.0 Lab. This course will focus on increasingly complex self-defense situations such as attacks on the ground, counter tactics to a variety of advance chokes, bear hugs, hair pulls, and headlocks. Emphasis will be placed on distraction and de-escalation techniques as well as clinch and close-range fighting and survival skills. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 71. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

KIN 71C—Self-Defense - Level 3 (0.5-1.0) A new version of this course will be effective Spring 2021
1.5-3.0 Lab. This course will cover more depth into defenses against a variety of advanced attacks including submission holds, throws, and a diverse range of weapons. Includes defensive falling techniques, use of personal weapons, tactics against multiple attackers, and third party protection. Increased focus on mind-body balance, awareness and avoidance capabilities, kicking and striking techniques, and adrenaline and trauma management. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 71. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019 to Spring 2021.

KIN 71C—Self-Defense - Level 3 (0.5-1.0)
1.5-3.0 Lab. This course will cover more depth into defenses against a variety of advanced attacks including submission holds, throws, and a diverse range of weapons. Includes defensive falling techniques, use of personal weapons, tactics against multiple attackers, and third party protection. Increased focus on mind-body balance, awareness and avoidance capabilities, kicking and striking techniques, and adrenaline and trauma management. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 71. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

KIN 73A—Fitness Through Dance - Level 1 (0.5-1.0)
1.5-3.0 Lab. This course introduces the student to the elementary skills of movement and dance through fitness. Focus will be on alignment and coordination. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 73. Courses should be taken in sequential order. (Standard Letter Grade.) Effective: Spring 2019.

KIN 73B—Fitness Through Dance - Level 2 (0.5-1.0)
1.5-3.0 Lab. This course continues to develop the student's skills of movement and dance through fitness. Focus will be on intermediate movements in a variety of dance styles. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 73. Courses should be taken in sequential order. (Standard Letter Grade.) Effective: Spring 2019.

KIN 73C—Fitness Through Dance - Level 3 (0.5-1.0)
1.5-3.0 Lab. This course develops the student's skills of movement and dance through fitness by utilizing more advanced movements in a variety of dance styles. Focus will be on cardiovascular

fitness as the dance routines increase in length. This course has the option of a letter grade or pass/no pass. Previously listed as KIN 73. Courses should be taken in sequential order. (Standard Letter Grade.) Effective: Spring 2019.

KIN 74A—Hiking - Level 1 (0.5-1.0)
1.5-3.0 Lab. Introduces the Santa Clara and San Benito County parks, trails, and surrounding areas. Includes fun hikes which average 4-6 miles on easy to moderate terrain. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2019.

KIN 74B—Hiking - Level 2 (0.5-1.0)
1.5-3.0 Lab. Introduces the Santa Clara and San Benito County parks, trails, and surrounding areas. Includes fun, challenging hikes which average 6-8 miles on moderate to steep terrain. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2019.

KIN 79A—Indoor Racket Sports - Beginning (0.5-1.0) A new version of this course will be effective Spring 2020
1.5-3.0 Lab. This coeducational class includes the net games of badminton, pickleball, and table tennis. Instruction in the basic skills along with an introduction to the court markings and basic rules will be provided. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2014 to Spring 2020.

KIN 79A—Indoor Racket Sports - Beginning (0.5-1.0) This course will be discontinued effective Fall 2021
1.5-3.0 Lab. This coeducational class includes the net games of badminton, pickleball, and table tennis. Instruction in the basic skills along with an introduction to the court markings and basic rules will be provided. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2020 to Fall 2021.

KIN 79B—Indoor Racket Sports - Intermediate (0.5-1.0) A new version of this course will be effective Spring 2020
1.5-3.0 Lab. This coeducational class includes the net games of Badminton, pickleball, and table tennis. Instruction in the skills, rules, strategies and their application to singles and double play will be provided. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2014 to Spring 2020.

KIN 79B—Indoor Racket Sports - Intermediate (0.5-1.0) This course will be discontinued effective Fall 2021
1.5-3.0 Lab. This coeducational class includes the net games of Badminton, pickleball, and table tennis. Instruction in the skills, rules, strategies and their application to singles and double play will be provided. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2020 to Fall 2021.

KIN 80—Ultimate Frisbee (0.5-1.0)
1.5-3.0 Lab. A coeducational activity designed for all skill levels. Includes instruction in throwing, catching, and the passing skills in ultimate frisbee. Team strategy, team play and the rules will be presented. Other disc activities, such as frisbee golf, may be included. This course has the option of a letter grade or pass/no pass. Previously listed as PE 80. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2014.

KIN 80A—Ultimate Frisbee - Beginning (0.5-1.0) A new version of this course will be effective Spring 2020
1.5-3.0 Lab. A coeducational course designed for the beginning skill level. Includes instruction in basic throwing, catching, and the passing skills in ultimate Frisbee. Basic rules and introduction to

team play will be presented. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2014 to Spring 2020.

KIN 80A—Ultimate Frisbee - Beginning (0.5-1.0) A new version of this course will be effective Spring 2021
1.5-3.0 Lab. A coeducational course designed for the beginning skill level. Includes instruction in basic throwing, catching, and the passing skills in ultimate Frisbee. Basic rules and introduction to team play will be presented. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2020 to Spring 2021.

KIN 80A—Ultimate Frisbee - Beginning (0.5-1.0)
1.5-3.0 Lab. A coeducational course designed for the beginning skill level. Includes instruction in basic throwing, catching, and the passing skills in ultimate Frisbee. Basic rules and introduction to team play will be presented. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

KIN 80B—Ultimate Frisbee - Intermediate (0.5-1.0) A new version of this course will be effective Spring 2020
1.5-3.0 Lab. A coeducational activity designed for the intermediate skill level. Includes instruction in throwing and catching variations and the passing skills in ultimate Frisbee. Team strategy, team play and the rules will be presented. Other disc activities, such as Frisbee golf, may be included. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2014 to Spring 2020.

KIN 80B—Ultimate Frisbee - Intermediate (0.5-1.0) A new version of this course will be effective Spring 2021
1.5-3.0 Lab. A coeducational activity designed for the intermediate skill level. Includes instruction in throwing and catching variations and the passing skills in ultimate Frisbee. Team strategy, team play and the rules will be presented. Other disc activities, such as Frisbee golf, may be included. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2020 to Spring 2021.

KIN 80B—Ultimate Frisbee - Intermediate (0.5-1.0)
1.5-3.0 Lab. A coeducational activity designed for the intermediate skill level. Includes instruction in throwing and catching variations and the passing skills in ultimate Frisbee. Team strategy, team play and the rules will be presented. Other disc activities, such as Frisbee golf, may be included. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

KIN 81A—Kickboxing for Fitness - Level 1 (0.5-1.0) A new version of this course will be effective Spring 2021
1.5-3.0 Lab. This course utilizes basic kickboxing techniques and physical conditioning in a cardio exercise program. Emphasis will be on student's exercising at a moderate (40% - 50% THR) exertion level. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2019 to Spring 2021.

KIN 81A—Kickboxing for Fitness - Level 1 (0.5-1.0)
1.5-3.0 Lab. This course utilizes basic kickboxing techniques and physical conditioning in a cardio exercise program. Emphasis will be on student's exercising at a moderate (40% - 50% THR) exertion level. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

KIN 81B—Kickboxing for Fitness - Level 2 (0.5-1.0) A new version of this course will be effective Spring 2021

1.5-3.0 Lab. This course utilizes intermediate level kickboxing techniques and physical conditioning in a cardio exercise program. Emphasis will be on student's exercising at an intermediate (50% - 60% THR) exertion level. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2019 to Spring 2021.

KIN 81B—Kickboxing for Fitness - Level 2 (0.5-1.0)
1.5-3.0 Lab. This course utilizes intermediate level kickboxing techniques and physical conditioning in a cardio exercise program. Emphasis will be on student's exercising at an intermediate (50% - 60% THR) exertion level. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

KIN 81C—Kickboxing for Fitness - Level 3 (0.5-1.0) A new version of this course will be effective Spring 2021
1.5-3.0 Lab. This course utilizes punches and kicks in a combination kickboxing routine and physical conditioning in a cardio exercise program. Emphasis will be on student's exercising at a high (60% - 80% THR) intensity level. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2019 to Spring 2021.

KIN 81C—Kickboxing for Fitness - Level 3 (0.5-1.0)
1.5-3.0 Lab. This course utilizes punches and kicks in a combination kickboxing routine and physical conditioning in a cardio exercise program. Emphasis will be on student's exercising at a high (60% - 80% THR) intensity level. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

KIN 82A—Circuit Training - Level 1 (0.5-1.0)
1.5-3.0 Lab. This course is a combination of aerobic exercise and resistance training designed to simultaneously improve mobility, strength and stamina. Students will rotate from station to station, alternating between cardio and muscle toning exercise. Emphasis will be on students exercising at a moderate (40% - 50% THR) exertion level. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2019.

KIN 82B—Circuit Training - Level 2 (0.5-1.0)
1.5-3.0 Lab. This course is a combination of aerobic exercise and resistance training designed to simultaneously improve mobility, strength and stamina. Students rotate from station to station, alternating between cardio and muscle toning exercises. Emphasis will be on student's exercising at an intermediate (50% - 60% THR) exertion level. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2019.

KIN 82C—Circuit Training - Level 3 (0.5-1.0)
1.5-3.0 Lab. This course is a combination of aerobic exercise and resistance training designed to simultaneously improve mobility, strength, and stamina. Students will rotate from station to station, alternating between cardio and muscle toning exercises. Emphasis will be on student's exercising at a high (60% - 80% THR) intensity level. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2019.

KIN 83A—Karate - Beginning (0.5-1.0) A new version of this course will be effective Spring 2021
1.5-3.0 Lab. An introduction to the beginning skills and techniques of Japanese Karate. Emphasis will be on the fundamentals of martial arts, including safety skills and etiquette and the basics of kicking, punching, and blocking, with a focus on Kata forms. This course has the option of a letter

grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2020 to Spring 2021.

KIN 83A—Karate - Beginning (0.5-1.0)
1.5-3.0 Lab. An introduction to the beginning skills and techniques of Japanese Karate. Emphasis will be on the fundamentals of martial arts, including safety skills and etiquette and the basics of kicking, punching, and blocking, with a focus on Kata forms. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

KIN 83B—Karate - Intermediate (0.5-1.0) A new version of this course will be effective Spring 2021
1.5-3.0 Lab. This course covers the intermediate level skills and techniques of Japanese Karate. Emphasis will be on the intermediate level skills of martial arts, including kicking, punching, blocking and stances as well as intermediate level Kata forms. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2020 to Spring 2021.

KIN 83B—Karate - Intermediate (0.5-1.0)
1.5-3.0 Lab. This course covers the intermediate level skills and techniques of Japanese Karate. Emphasis will be on the intermediate level skills of martial arts, including kicking, punching, blocking and stances as well as intermediate level Kata forms. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

KIN 83C—Karate - Advanced (0.5-1.0) A new version of this course will be effective Spring 2021
1.5-3.0 Lab. This course covers the advanced level skills and techniques of Japanese Karate. Emphasis will be on the advanced level skills of martial arts, including kicking, punching, striking, blocking, and combinations as well as advanced level Kata forms. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2020 to Spring 2021.

KIN 83C—Karate - Advanced (0.5-1.0)
1.5-3.0 Lab. This course covers the advanced level skills and techniques of Japanese Karate. Emphasis will be on the advanced level skills of martial arts, including kicking, punching, striking, blocking, and combinations as well as advanced level Kata forms. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

KIN 84—Assessment of Fitness Techniques (3.0) A new version of this course will be effective Spring 2021
2.0 Lecture, 3.0 Lab. This course is designed to provide the student with a foundation of the principles and techniques of conducting assessments for each of the health related components of fitness. This includes health screening details, how to use them in the determination of program design, and medical referral prior to exercise participation testing. This course provides practical lab application of the material presented in lecture. (Standard Letter Grade.) Effective: Spring 2019 to Spring 2021.

KIN 84—Assessment of Fitness Techniques (3.0)
2.0 Lecture, 3.0 Lab. This course is designed to provide the student with a foundation of the principles and techniques of conducting assessments for each of the health related components of fitness. This includes health screening details, how to use them in the determination of program design, and medical referral prior to exercise participation testing. This course provides practical lab application of the material presented in lecture. (Standard Letter Grade.) Effective: Spring 2021.

KIN 85—Concepts, Program Design of Strength, Cardiovascular Fitness (3.0) A new version of this course will be effective Spring 2021

3.0 Lecture. This course is designed for the fitness specialist who wants knowledge of all aspects of resistance training and cardiovascular fitness. Emphasis will be on developing a physiologically sound and client-centered exercise prescription program. Students will learn program design, periodization training, effective exercises and stretches to improve client goals. (Standard Letter Grade.) Effective: Spring 2013 to Spring 2021.

KIN 85—Concepts, Program Design of Strength, Cardiovascular Fitness (3.0)
3.0 Lecture. This course is designed for the fitness specialist who wants knowledge of all aspects of resistance training and cardiovascular fitness. Emphasis will be on developing a physiologically sound and client-centered exercise prescription program. Students will learn program design, periodization training, effective exercises and stretches to improve client goals. (Standard Letter Grade.) Effective: Spring 2021.

KIN 87—Indoor Soccer (0.5-1.0)
1.5-3.0 Lab. Coeducational activity designed for all skill levels. Instruction will be provided in individual and team indoor soccer skills and strategies. This course has the option of a letter grade or pass/no pass. (Standard Letter Grade.) Effective: Spring 2019.

KIN 88A—Social Dance - Beginning (0.5-1.0) A new version of this course will be effective Spring 2020
1.5-3.0 Lab. Designed to teach the basic skills and partnering techniques of social dance through participation in selected dances such as the merengue, tango, swing, waltz, cha cha, and rumba. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2015 to Spring 2020.

KIN 88A—Social Dance - Beginning (0.5-1.0)
1.5-3.0 Lab. Designed to teach the basic skills and partnering techniques of social dance through participation in selected dances such as the merengue, tango, swing, waltz, cha cha, and rumba. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2020.

KIN 88B—Social Dance - Intermediate (0.5-1.0) A new version of this course will be effective Spring 2020
1.5-3.0 Lab. This course is designed to develop the students' artistry and technique of social dance at an intermediate level. Students will learn intermediate steps, rhythms and partnering techniques across a wide range of social dances. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2015 to Spring 2020.

KIN 88B—Social Dance - Intermediate (0.5-1.0)
1.5-3.0 Lab. This course is designed to develop the students' artistry and technique of social dance at an intermediate level. Students will learn intermediate steps, rhythms and partnering techniques across a wide range of social dances. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2020.

KIN 89A—Stability Ball Training - Level 1 (0.5-1.0) This course will be discontinued effective Fall 2021
1.5-3.0 Lab. This course is designed to increase overall fitness using a stability ball. The class will introduce exercises used for strengthening core muscles and developing endurance and balance. Students will supply their own stability ball and exercise mat. This course has the option of a letter grade or pass/no pass. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2016 to Fall 2021.

KIN 89B—Stability Ball Training - Level 2 (0.5-1.0) This course will be discontinued effective Fall 2021
1.5-3.0 Lab. This course is designed to increase overall fitness using a stability ball. The class will focus on intermediate level exercises used for strengthening core muscles and developing

endurance and balance. Students will supply their own stability ball and exercise mat. This course has the option of a letter grade or pass/no pass. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2016 to Fall 2021.

KIN 89C—Stability Ball Training - Level 3 (0.5-1.0) This course will be discontinued effective Fall 2021
1.5-3.0 Lab. This course is designed to increase overall fitness using a stability ball. The class will focus on advanced level exercises used for strengthening core muscles and developing endurance and balance. Students will supply their own stability ball and exercise mat. This course has the option of a letter grade or pass/no pass. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2016 to Fall 2021.

KIN 90—Personal Trainer Internship (1.0) A new version of this course will be effective Spring 2021
3.0 Lab. This course is designed to provide the student with a supervised unpaid internship at an approved fitness or health related facility where they will apply the knowledge learned in the classroom courses taken for the Personal Training Certificate. A minimum of fifty four (54) hours is required for this one (1) unit course. This course has the option of a letter grade or pass/no pass. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017 to Spring 2021.

KIN 90—Personal Trainer Internship (1.0)
3.0 Lab. This course is designed to provide the student with a supervised unpaid internship at an approved fitness or health related facility where they will apply the knowledge learned in the classroom courses taken for the Personal Training Certificate. A minimum of fifty four (54) hours is required for this one (1) unit course. This course has the option of a letter grade or pass/no pass. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

KIN 91A—Hip-hop - Level 1 (0.5-1.0)
1.5-3.0 Lab. Students will be introduced to the fundamental aspects of Hip-hop dance. Students will learn various movements, positions, isolations, turns, gestures and traveling steps. Rhythm and phrasing will also be taught as it relates to Hip-hop dance and music. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2018.

KIN 91B—Hip-Hop - Level 2 (0.5-1.0)
1.5-3.0 Lab. Students will be introduced to level 2 Hip-hop dance, focusing on intermediate steps including isolations, gestures, turns and longer traveling sequences and patterns. Level 2 will focus on individual choreography and performance style. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2020.

KIN 92—Stress Management (3.0)
3.0 Lecture. This course examines the stress process and its relationship to health, disease, lifestyle and the sociocultural environment. Stress across ones lifespan will be examined with emphasis on available resources and stress management strategies. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2019.

KIN 111A—Dance and Movement for the Theatre, A (2.0)
1.0 Lecture, 3.0 Lab. A survey and introduction to basic dance genres and movement techniques suitable for Theatre Arts, including ballet, modern, jazz, social dance, musical improvisation, and yoga. Emphasis on body awareness, movement in space, focus, breathing techniques, pantomime, choreography, musicality, rhythm and timing. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. This course is also listed as THEA 11A. (Standard Letter Grade.) Effective: Spring 2018.

KIN 111B—Dance and Movement for the Theatre, B (2.0)
1.0 Lecture, 3.0 Lab. Intermediate levels of various dance genres and movement techniques suitable for Theatre Arts are explored further, including ballet, modern, jazz, social dance, musical theatre, improvisation and yoga. Increased body awareness, broader movements in space and choreography with character development will be explored at the intermediate level. This course has the option of a letter grade or pass/no pass. This course is also listed as THEA 11B. Courses

should be taken in sequential order. PREREQUISITE: THEA 11A or KIN 111A. (Standard Letter Grade.) Effective: Spring 2018.

KIN 111C—Dance and Movement for the Theatre, C (2.0)
1.0 Lecture, 3.0 Lab. High intermediate to advanced levels of various dance genres and movement techniques suitable for Theatre Arts are explored further, including ballet, modern, jazz, social dance, musical theatre, improvisation and yoga. Students in KIN 111C have the option to take on more of a leadership role and learn assistant techniques in movement and dance for the theatre. This course has the option of a letter grade or pass/no pass. This course is also listed as THEA 11C. Courses should be taken in sequential order. PREREQUISITE: THEA 11B or KIN 111B (Standard Letter Grade.) Effective: Spring 2018.

KIN 121A—Volleyball - Beginning (0.5-1.0)
1.5-3.0 Lab. Coeducational activity designed for beginning volleyball students. Includes the basic skills and rules. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017.

KIN 121B—Volleyball - Intermediate (0.5-1.0)
1.5-3.0 Lab. Coeducational activity designed for intermediate volleyball students. This course provides the student with the opportunity to refine and perfect their basic volleyball skills and to master the individual positions. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017.

KIN 121C—Volleyball - Advanced (0.5-1.0)
1.5-3.0 Lab. Coeducational activity designed for the advanced volleyball student. Includes game principles, techniques and strategies. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017.

KIN 122A—Beach Volleyball - Beginning (0.5-1.0)
1.5-3.0 Lab. Coeducational activity designed for students wanting to learn the beginning skills of beach volleyball. Includes the basic skills of passing, setting, hitting and serving as well as the rules. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2020.

KIN 122B—Beach Volleyball - Intermediate (0.5-1.0)
1.5-3.0 Lab. Coeducational activity designed for students wanting to learn the intermediate skills of beach volleyball. This course provides the student with the opportunity to refine and perfect their beach volleyball techniques and to work on transition skills and blocking. It also provides an introduction to the game format for doubles beach volleyball. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2020.

KIN 122C—Beach Volleyball - Advanced (0.5-1.0)
1.5-3.0 Lab. Coeducational activity designed for students wanting to learn the advanced skills of beach volleyball. Includes defensive and offensive strategies and game situations for doubles beach volleyball. Conditioning drills specific to playing in the sand as well as nutritional information will be included. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2020.

KIN 125A—Soccer - Beginning (0.5-1.0)
1.5-3.0 Lab. Coeducational activity designed for beginning soccer students. Includes the basic skills and rules. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017.

KIN 125B—Soccer - Intermediate (0.5-1.0)

1.5-3.0 Lab. Coeducational activity designed for intermediate soccer students. This course provides the student with the opportunity to refine and perfect their basic soccer skills and to master the individual positions. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017.

KIN 125C—Soccer - Advanced (0.5-1.0)
1.5-3.0 Lab. Coeducational activity designed for the advanced soccer student. Include game principles, techniques and strategies. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017.

KIN 127A—Basketball - Beginning (0.5-1.0)
1.5-3.0 Lab. Coeducational activity designed for beginning basketball students. Includes the basic skills and rules. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017.

KIN 127B—Basketball - Intermediate (0.5-1.0)
1.5-3.0 Lab. Coeducational activity designed for intermediate basketball students. This course provides the student with the opportunity to refine and perfect their basic basketball skills and to master the individual positions. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017.

KIN 127C—Basketball - Advanced (0.5-1.0)
1.5-3.0 Lab. Coeducational activity designed for the advanced basketball student. Includes game principles, techniques and strategies. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017.

KIN 137A—Softball - Beginning (0.5-1.0)
1.5-3.0 Lab. Coeducational activity designed for beginning softball students. Includes the fundamental skills and rules. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017.

KIN 137B—Softball - Intermediate (0.5-1.0)
1.5-3.0 Lab. Coeducational activity designed for intermediate softball students. This course provides the student with the opportunity to refine and perfect their basic softball skills and to master the individual positions. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017.

KIN 137C—Softball - Advanced (0.5-1.0)
1.5-3.0 Lab. Coeducational activity designed for the advanced softball student. Includes game principles, techniques and strategies. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017.

KIN 165A—Baseball - Beginning (0.5-1.0)
1.5-3.0 Lab. Coeducational activity designed for beginning baseball students. Includes the fundamental skills and rules. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017.

KIN 165B—Baseball - Intermediate (0.5-1.0)
1.5-3.0 Lab. Coeducational activity designed for intermediate baseball students. This course porvides the student with the opportunity to refine and perfect their basic baseball fundamentals

and mechanics and to master the individual positions. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017.

KIN 165C—Baseball - Advanced (0.5-1.0)
1.5-3.0 Lab. Coeducational activity designed for advanced baseball student. Includes game principles, techniques and strategies. This course has the option of a letter grade or pass/no pass. Courses should be taken in sequential order. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017.

Liberal Arts

Liberal Arts



Liberal Arts: Administration of Justice AA

REQUIREMENTS: **Units:** 18

AJ 10	Introduction to the Administration of Justice	3
AJ 12	Criminal Procedures	3
AJ 14	Criminal Law	3
AJ 16	Introduction to Evidence	3
AJ 18	Community Relations and the Justice System	3
AJ 19	Introduction to Investigation	3
AJ 20	Juvenile Law and Procedure	3
AJ 21	Narcotics and Drug Abuse	3
AJ 32	Crime and Delinquency	3
AJ 173	Fundamentals of Probation and Parole	3
AJ 176	Criminal Street Gangs	3
CMUN 6	Introduction to Conflict Resolution	3
OR		
POLS 6	Introduction to Conflict Resolution	3
OR		
PSYC 6	Introduction to Conflict Resolution	3

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 53-57

Liberal Arts: Business Emphasis AA

The Business emphasis is designed to provide students with a broad background in business.

REQUIREMENTS: **Units:** 18

BUS 1	Fundamentals of Business	3
ECON 1	Principles of Macroeconomics	3
ECON 2	Principles of Microeconomics	3
ACCT 20	Financial Accounting	4
ACCT 21	Managerial Accounting	4
BUS 11	Statistics for Business and Economics	4
BUS 14	Personal Finance	3
BUS 80	Business Law	3
CSIS 1	Computer Literacy - Office Applications	2
CSIS 2	Computers in Business	4
OR		
CSIS 2L	Computers in Business Lab	1
ECON 1	Principles of Macroeconomics	3
ECON 2	Principles of Microeconomics	3
ECON 11	Statistics for Business and Economics	4

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 53-57

Liberal Arts: CSIS Emphasis AA

Students will have the opportunity to explore several areas of computer science, including programming, web page design, system administration and desktop publishing.

REQUIREMENTS: **Units:** 18

CD 12	Computer Education for Teachers	3
CSIS 5	C++ Scientific Programming	3
CSIS 6	Webpage Authoring	3
OR		
DM 6	Webpage Authoring	3
CSIS 7	Web Page Authoring II	2
OR		
DM 7	Web Page Authoring II	2
CSIS 8	Introduction to the Internet	1
CSIS 9	Computer Education for Teachers	3

CSIS 10	Introduction to Programming using BASIC	3
CSIS 12	Assembly Language Programming	3
CSIS 12L	Assembly Language Programming Lab	1
CSIS 18	UNIX/C++ Programming	3
CSIS 18L	UNIX/C++ Programming Lab	1
CSIS 24	Java Programming I	3
CSIS 26	Discrete Structures	3
CSIS 43	C Programming	4
CSIS 44	C# .NET Programming	4
CSIS 45	C++ Programming I	3
CSIS 46	C++ Programming II	3
CSIS 47	Visual C++ Programming	3
CSIS 49	UNIX/Linux Shell Programming	4
CSIS 51	Visual Basic Programming	4
CSIS 54	Perl Programming	3
CSIS 54L	Perl Programming Lab	1
CSIS 84	JavaScript Programming	2
CSIS 73	Desktop Publishing - Adobe InDesign	3
OR		
DM 73	Desktop Publishing - Adobe InDesign	3
CSIS 75	Photoshop I - Adobe Photoshop	3
OR		
DM 75	Photoshop I - Adobe PhotoShop	3
DM 74	Advanced PhotoShop	3
OR		
CSIS 74	Advanced PhotoShop	3
DM 76	Digital Illustration	3
OR		
CSIS 76	Digital Illustration	3
DM 77	Introduction to Digital Media and Its Tools	3
OR		
CSIS 77	Introduction to Digital Media and Its Tools	3
DM 80	Digital Photography	3
OR		
CSIS 80	Digital Photography	3
DM 85	Web Development and Design	3
OR		
CSIS 85	Web Development and Design	3
DM 113	Introduction to Digital Video	3
DM 114	Digital Media Production	2

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 53-57

Liberal Arts: Elementary Ed Emphasis AA

This emphasis recognizes that teachers play a vital role in the development of children, introducing them to numbers, language, science, and social studies. Elementary teachers facilitate student learning through interactive class discussions, educational activities, “hands-on” learning, and one-on-one assistance. This emphasis offers a core of interdisciplinary and specialized courses that provide students with the knowledge and skills necessary for communicating concepts to children, and an introduction to social, political and economic issues that influence the field of public education.

REQUIREMENTS: **Units:** 18

CD 8A	American Education in a Changing World	3
OR		
CD 8C	Introduction to Elementary Education	3
CD 8B	Teaching Reading and Writing to Children	3
CD 2	Early Child Development	3
CD 3	Child Growth and Development During the School Years	3
CD 7	Cultural Context of Child and Family in a Diverse Society	3
CD 14A	Working with School Age Children	3
CD 14B	Behavior Management&Guidance of School Age Children	3
CD 31	Tutoring School-Age Children	1
CD 40	Child Development	3
CD 97	Introduction to Service Learning with Children	3
PSYC 2	Early Child Development	3
PSYC 3	Child Growth and Development During the School Years	3
PSYC 7	Cultural Context of Child and Family in a Diverse Society	3
PSYC 40	Child Development	3
AJ 20	Juvenile Law and Procedure	3
AH 3	The Person in the Life Cycle	3
ART 25A	Art Methods	3
OR		
CD 25A	Art Methods	3
ENGL 2F	Children's Literature	3
HIST 3	History of California	3
MATH 12	Mathematics for Elementary Teachers	3
CD 6	Games and Rhythms for Children	3
KIN 6	Games and Rhythms for Children	3
OR		
THEA 2A	Children's Theatre Repertory	3

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 53-57

Liberal Arts: Expressive Arts Emphasis AA

The Expressive Arts Emphasis provides the knowledge base and experiences for students interested in the study of cultural and humanistic activities as experienced through the artistic expression of human beings.

REQUIREMENTS: **Units:** 18

ART 1A	Art History	3
ART 1B	Art History	3
ART 6	Art Appreciation	3
ART 21	Ancient Americas: A History through Art	3
OR		
HIST 21	Ancient Americas: A History through Art	3
MUS 1A	Music History and Literature	3
MUS 1B	Music History and Literature	3
THEA 1	Theatre History: Greece to Restoration	3
THEA 3	El Teatro Campesino	3
THEA 7	Theatre Appreciation	3
ART 2A	Two-Dimensional Design	3
ART 3A	Drawing and Composition	3
ART 3B	Drawing and Composition	3
ART 8A	Introduction to Photography	3
ART 10A	Cultural History of Ceramics	3
ART 12A	Sculpture	3
ART 12B	Sculpture	3
ART 13	Three-Dimensional Design	3
ART 14A	Introduction to Murals	3
ART 15A	Beginning Painting: Form and Composition	3
ART 15B	Beginning Painting: Imagination and Expression	3
ART 25A	Art Methods	3
OR		
CD 25A	Art Methods	3
ART 25B	Art Methods	3
OR		
CD 25B	Art Methods	3
ART 34A	Life Drawing	3
ART 34B	Life Drawing	3
DM 74	Advanced PhotoShop	3
OR		
CSIS 74	Advanced PhotoShop	3
DM 76	Digital Illustration	3
OR		
CSIS 76	Digital Illustration	3
DM 77	Introduction to Digital Media and Its Tools	3
OR		
CSIS 77	Introduction to Digital Media and Its Tools	3
DM 80	Digital Photography	3
OR		
CSIS 80	Digital Photography	3
DM 85	Web Development and Design	3
OR		
CSIS 85	Web Development and Design	3
DM 110	Interactive Animation: Flash	3
OR		
CSIS 110	Interactive Animation: Flash	3
DM 114	Digital Media Production	2
OR		
CSIS 114	Digital Media Production	2
DM 117	Visual Effects-Motion Graphics	3

OR		
CSIS 117	Visual Effects-Motion Graphics	3
THEA 17B	Television and Video Workshop	3
OR		
MCTV 17B	Television and Video Workshop	3
MUS 4A	Beginning Piano	3
MUS 4B	Beginning Piano	2
MUS 5A	Intermediate Piano	2
MUS 5B	Intermediate Piano	2
MUS 5C	Advanced Piano	2
MUS 5D	Advanced Piano	2
MUS 8A	Beginning Voice	2
MUS 8B	Beginning Voice	2
MUS 8C	Intermediate Voice	2
MUS 8D	Intermediate Voice	2
MUS 9A	Guitar	2
MUS 9B	Guitar	2
MUS 12	Vocal Ensemble	1-4
MCTV 17A	Television and Video Workshop	3
OR		
THEA 17A	Television and Video Workshop	3
THEA 19	Acting and Voice for TV/Film/Media	3
OR		
MCTV 19	Acting and Voice for TV, Film and Media	3
THEA 2A	Children's Theatre Repertory	3
THEA 2B	Children's Theatre Repertory	3
THEA 12A	Acting I	3
THEA 12B	Acting II	3
THEA 13A	Actor's Workshop	1-3
THEA 13B	Actor's Workshop	1-3
THEA 13C	Actor's Workshop	1-3
THEA 13C	Actor's Workshop	1-3
THEA 21	Mexican Dance and Folklore	1-2
ART 11	Creativity, Imagination and Innovation	3

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 53-57

Liberal Arts: Lang Arts/Humanities Emphasis AA

The Language Arts & Humanities Emphasis provides a knowledge base for students interested in the study of cultural, literary, and artistic expression of human beings. This area of emphasis develops students' analytical and expressive skills, their ability to read, write and think clearly through coursework that spans over five different disciplines.

REQUIREMENTS: **Units:** 18

CMUN 1A	Introduction to Public Speaking	3

CMUN 2	Oral Interpretation	3
OR		
THEA 4	Oral Interpretation	3
CMUN 4	Intercultural Communication	3
CMUN 5	Fundamentals of Communication Studies	3
CMUN 6	Introduction to Conflict Resolution	3
OR		
POLS 6	Introduction to Conflict Resolution	3
OR		
PSYC 6	Introduction to Conflict Resolution	3
CMUN 8	Interpersonal Communication	3
CMUN 10	Small Group Communication	3
CMUN 129	Presentation Graphics - MS PowerPoint	1
OR		
CSIS 129	Presentation Graphics - MS PowerPoint	1
PHIL 1	Introduction to Philosophy	3
PHIL 2	Introduction to Logic	3
PHIL 3A	Ethics	3
PHIL 3B	Contemporary Moral Issues	3
PHIL 4	Critical Thinking and Writing	3
PHIL 6	Comparative Religions	3
PHIL 9	Philosophy of Religion	3
ENGL 1B	Composition and Literature	3
ENGL 2B	American Ethnic Literature	3
ENGL 2C	Introduction to Film and Fiction	3
ENGL 2E	Introduction to Women Writers	3
ENGL 2F	Children's Literature	3
ENGL 2J	World Mythology	3
ENGL 4A	British Literature - 449 to 1798 A.D.	3
ENGL 4B	British Literature - 1798 to Present	3
ENGL 5A	Survey of American Literature - 1620 to 1865	3
ENGL 5B	Survey of American Literature - 1865 to Present	3
ENGL 9A	Introduction to Creative Writing	3
FRNH 1A	Elementary French	5
FRNH 1B	Elementary French	5
JPN 1A	Elementary Japanese	5
JPN 1B	Elementary Japanese	5
SPAN 1A	Elementary Spanish	5
SPAN 1B	Elementary Spanish	5
SPAN 12A	Spanish for Spanish Speakers	5
SPAN 12B	Spanish for Spanish Speakers	5
JOUR 10	Mass Media and Society	3
OR		
SOC 10	Mass Media and Society	3
JOUR 16A	Writing for Print and Digital Media	3

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 53-57

Liberal Arts: Multiple Subjects AA

The Liberal Studies Major aims to provide a rich liberal art educational experience through selected courses from a wide range of academic disciplines. The broad-based, interdisciplinary nature of Liberal Studies provides a solid well-rounded undergraduate educational experience, integrating knowledge from arts and humanities, social sciences, and natural sciences, with analytical and communication skills well suited for many careers and professions.

This major can prepare students with either a specific or interdisciplinary focus in order to pursue similar majors at four-year institutions. Student should refer to the catalog of their prospective transfer institution and consult a counselor. General Education courses for the degree should be selected carefully to meet the requirements of the intended transfer institution. For further advice, consult the intended university and see the "major-to-major" articulation agreement between Gavilan College and that institution.

Requirements: **Units:** 5

Area 1 (3 units) English & Communication Skills: **Units:** 3

ENGL 1B	Composition and Literature	3
ENGL 2B	American Ethnic Literature	3
ENGL 2C	Introduction to Film and Fiction	3
ENGL 2E	Introduction to Women Writers	3
ENGL 2J	World Mythology	3
ENGL 4A	British Literature - 449 to 1798 A.D.	3
ENGL 4B	British Literature - 1798 to Present	3
ENGL 5A	Survey of American Literature - 1620 to 1865	3
ENGL 5B	Survey of American Literature - 1865 to Present	3
CMUN 1A	Introduction to Public Speaking	3
CMUN 2	Oral Interpretation	3
CMUN 8	Interpersonal Communication	3
CMUN 10	Small Group Communication	3
CMUN 5	Fundamentals of Communication Studies	3

Area 2 (3-5 units) Mathematics & Natural Science: **Units:** 3

BIO 9	Human Physiology	5
OR		
AH 9	Human Physiology	5
BIO 8	General Microbiology	5
OR		
AH 8	General Microbiology	5
BIO 15	Survey of Human Anatomy and Physiology	5
OR		
AH 15	Survey of Human Anatomy and Physiology	5
AH 11	Nutrition	3
OR		
BIO 11	Nutrition	3
ANTH 1	Introduction to Physical Anthropology	3
BIO 1	Cell and Molecular Biology	5
BIO 4	General Zoology	4

BIO 5	General Botany	4
BIO 7	Human Anatomy	4
BIO 10	Principles of Biology	4
ECOL 1	Conservation of Natural Resources	4
ASTR 1	Introduction to General Astronomy	3
CHEM 1A	General Chemistry	5
CHEM 1B	General Chemistry	5
CHEM 12A	Organic Chemistry	5
CHEM 12B	Organic Chemistry	5
CHEM 30A	Elementary Chemistry	4
CHEM 30B	Elementary Organic and Biochemistry	4
GEOL 1	Introduction to Geology	4
GEOG 1	Physical Geography	3
PHYS 1	Introduction to Physics	4
PHYS 2A	General Physics I	4
PHYS 2B	General Physics II	4
PHYS 4A	Physics for Scientists and Engineers: Mechanics	4
PHYS 4B	Physics for Scientists and Engineers: Electricity and Magnetism	4
PHYS 4C	Physics for Scientists and Engineers - Heat, Optics, Modern Physics	4
PSCI 1	Principles of Physical Science	3
BIO 13	Marine Biology	4
BIO 12	Introduction to Human Biology	4

Area 3 (3 units) Social Science: **Units:** 3

PSYC 2	Early Child Development	3
OR		
CD 2	Early Child Development	3
JOUR 10	Mass Media and Society	3
OR		
SOC 10	Mass Media and Society	3
CD 3	Child Growth and Development During the School Years	3
OR		
PSYC 3	Child Growth and Development During the School Years	3
HIST 12	Mexican American Cultural History	3
OR		
HUM 12	Mexican American Cultural History	3
PSYC 7	Cultural Context of Child and Family in a Diverse Society	3
OR		
CD 7	Cultural Context of Child and Family in a Diverse Society	3
ANTH 2	Introduction to Archaeology	3
ANTH 3	Introduction to Cultural Anthropology	3
ANTH 5	Magic, Witchcraft, and Religion	3
CMUN 4	Intercultural Communication	3
ECON 1	Principles of Macroeconomics	3
ECON 2	Principles of Microeconomics	3
GEOG 2	Cultural Geography	3
HIST 1	United States History through Reconstruction	3
HIST 2	United States History Reconstruction to the Present	3
HIST 3	History of California	3

HIST 5	Women's Lives in Early United States History	3
HIST 6	Women's Lives in Recent United States History	3
POLS 1	Introduction to American Government	3
POLS 3	Introduction to Comparative Politics	3
POLS 4	Introduction to International Relations	3
PSYC 10	Introduction to Psychology	3
SOC 1A	Introduction to Sociology	3
SOC 1B	Introduction to Sociology: Social Problems	3
SOC 3	Sociology of Race, Ethnicity and Cultural Identity	3
SOC 4	Sociology of Gender	3
SOC 21	Marriage and the Family	3
PSYC 40	Child Development	3
SJS 5	Introduction to Women's Studies	3

Area 4 (3-5 units) Humanities & Fine Arts: **Units:** 3

ART 21	Ancient Americas: A History through Art	3
OR		
HIST 21	Ancient Americas: A History through Art	3
ART 1B	Art History	3
ART 11	Creativity, Imagination and Innovation	3
PHIL 1	Introduction to Philosophy	3
PHIL 2	Introduction to Logic	3
PHIL 3A	Ethics	3
PHIL 3B	Contemporary Moral Issues	3
PHIL 4	Critical Thinking and Writing	3
PHIL 6	Comparative Religions	3
PHIL 9	Philosophy of Religion	3
HIST 7A	History of Western Civilization	3
HIST 7B	History of Western Civilization	3
HUM 3	Introduction to Cinematic Arts, Film and Television	3
HUM 4	Introduction to American Cinema	3
HUM 10	Approaches to Contemporary Film	3
THEA 1	Theatre History: Greece to Restoration	3
SPAN 1A	Elementary Spanish	5
SPAN 1B	Elementary Spanish	5
SPAN 2A	Intermediate Spanish	5
SPAN 2B	Intermediate Spanish	5
SPAN 12A	Spanish for Spanish Speakers	5
SPAN 12B	Spanish for Spanish Speakers	5
HIST 4A	Global History Before 1500	3
MUS 6	Introduction to World Music	3
MUS 2	History of Jazz and Rock	3
MUS 4A	Beginning Piano	3
ART 6	Art Appreciation	3
ART 25A	Art Methods	3
ART 3A	Drawing and Composition	3

AREA 5 (2 - 4 Units) **Units:** 2

CSIS 1	Computer Literacy - Office Applications	2
CSIS 2	Computers in Business	4

CSIS 26	Discrete Structures	3

Recommended Elective **Units:** 0

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 54

Liberal Arts: Natural Science Emphasis AA

The Area of Emphasis for Studies in Natural Science recognizes the integrated role that Biology, Chemistry, Physics, and Mathematics play in the description and understanding of our everyday world.

REQUIREMENTS: **Units:** 18

BIO 8	General Microbiology	5
OR		
AH 8	General Microbiology	5
BIO 9	Human Physiology	5
OR		
AH 9	Human Physiology	5
BIO 15	Survey of Human Anatomy and Physiology	5
OR		
AH 15	Survey of Human Anatomy and Physiology	5
BIO 1	Cell and Molecular Biology	5
BIO 4	General Zoology	4
BIO 5	General Botany	4
BIO 7	Human Anatomy	4
BIO 21	Field Ecology	1-4
CHEM 1A	General Chemistry	5
CHEM 1B	General Chemistry	5
CHEM 12A	Organic Chemistry	5
CHEM 12B	Organic Chemistry	5
ECOL 1	Conservation of Natural Resources	4
GEOL 1	Introduction to Geology	4
MATH 1A	Single-Variable Calculus and Analytic Geometry	4
MATH 1B	Single-Variable Calculus and Analytic Geometry	4
MATH 1C	Multivariable Calculus	4
MATH 2	Linear Algebra	3
MATH 2C	Differential Equations	3
MATH 5	Introduction to Statistics	3
MATH 7	Finite Mathematics	3
MATH 8A	First Half of Precalculus	4
MATH 8B	Second Half of Precalculus	4
PHYS 2A	General Physics I	4
PHYS 2B	General Physics II	4
PHYS 4A	Physics for Scientists and Engineers: Mechanics	4

PHYS 4B	Physics for Scientists and Engineers: Electricity and Magnetism	4
PHYS 4C	Physics for Scientists and Engineers - Heat, Optics, Modern Physics	4

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 53-57

Liberal Arts: Social Sci Behavioral Emphasis AA

In this emphasis students will analyze theories and concepts related to social and psychological development, and political organizations. Students will study the scientific method and use research methodologies to analyze, compare and contrast, and synthesize psychological, political and social structures.

REQUIREMENTS: **Units:** 18

AJ 10	Introduction to the Administration of Justice	3
AJ 18	Community Relations and the Justice System	3
AH 3	The Person in the Life Cycle	3
AH 15	Survey of Human Anatomy and Physiology	5
OR		
BIO 15	Survey of Human Anatomy and Physiology	5
CD 2	Early Child Development	3
OR		
PSYC 2	Early Child Development	3
CD 3	Child Growth and Development During the School Years	3
OR		
PSYC 3	Child Growth and Development During the School Years	3
ECON 1	Principles of Macroeconomics	3
ECON 2	Principles of Microeconomics	3
JOUR 10	Mass Media and Society	3
OR		
SOC 10	Mass Media and Society	3
MATH 5	Introduction to Statistics	3
MATH 6	Calculus for Business/Social Science	3
POLS 6	Introduction to Conflict Resolution	3
OR		
CMUN 6	Introduction to Conflict Resolution	3
OR		
PSYC 6	Introduction to Conflict Resolution	3
PSYC 7	Cultural Context of Child and Family in a Diverse Society	3
OR		
CD 7	Cultural Context of Child and Family in a Diverse Society	3
POLS 1	Introduction to American Government	3
POLS 3	Introduction to Comparative Politics	3
POLS 4	Introduction to International Relations	3
PSYC 10	Introduction to Psychology	3

PSYC 11	Biological Psychology	3
SOC 1A	Introduction to Sociology	3
SOC 1B	Introduction to Sociology: Social Problems	3
SOC 3	Sociology of Race, Ethnicity and Cultural Identity	3
SOC 4	Sociology of Gender	3
SOC 21	Marriage and the Family	3

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 53-57

Liberal Arts: Social Sci Cultural Emphasis AA

In this emphasis students will analyze theories and concepts related to the development of cultural and historical development of societies. Students will study social science theory and practice to analyze, compare and contrast and synthesize aspects of societies and events from different regions and eras.

REQUIREMENTS: **Units:** 18

CMUN 6	Introduction to Conflict Resolution	3
OR		
POLS 6	Introduction to Conflict Resolution	3
OR		
PSYC 6	Introduction to Conflict Resolution	3
ANTH 1	Introduction to Physical Anthropology	3
ANTH 2	Introduction to Archaeology	3
ANTH 3	Introduction to Cultural Anthropology	3
ANTH 5	Magic, Witchcraft, and Religion	3
ART 10A	Cultural History of Ceramics	3
ART 21	Ancient Americas: A History through Art	3
CD 5	Child/Family and Community	3
CD 6	Games and Rhythms for Children	3
OR		
KIN 6	Games and Rhythms for Children	3
ECON 1	Principles of Macroeconomics	3
ECON 2	Principles of Microeconomics	3
GEOG 2	Cultural Geography	3
HIST 1	United States History through Reconstruction	3
HIST 2	United States History Reconstruction to the Present	3
HIST 3	History of California	3
HIST 4A	Global History Before 1500	3
HIST 4B	Global History After 1500	3
HIST 5	Women's Lives in Early United States History	3
HIST 6	Women's Lives in Recent United States History	3
HIST 7A	History of Western Civilization	3
HIST 7B	History of Western Civilization	3
HIST 12	Mexican American Cultural History	3
OR		

HUM 12	Mexican American Cultural History	3
HIST 21	Ancient Americas: A History through Art	3
POLS 1	Introduction to American Government	3
SOC 1A	Introduction to Sociology	3
SOC 1B	Introduction to Sociology: Social Problems	3
SOC 3	Sociology of Race, Ethnicity and Cultural Identity	3
SOC 4	Sociology of Gender	3

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 53-57

Mathematics

Mathematics



ADT: Mathematics AS-T - CSU Transfer

The Associate in Science in Mathematics degree and Associate in Science in Mathematics for Transfer degree provide opportunities for students to enter in a wide range of careers. After completing the Mathematics major, students transferring to a four-year institution will be prepared for additional study in the following areas: actuarial science, applied mathematics, computer science (programming), statistics, theoretical mathematics.

Requirements: **Units:** 18

MATH 1A	Single-Variable Calculus and Analytic Geometry	4
MATH 1B	Single-Variable Calculus and Analytic Geometry	4
MATH 1C	Multivariable Calculus	4
MATH 2	Linear Algebra	3
MATH 2C	Differential Equations	3

* There are times when a course listed as a requirement for a major or certificate cannot be offered in a reasonable timeframe. Course substitutions and waivers will be considered by

the department. Please contact the department chairperson. This information is available from the Office of Instruction (408) 848-4761.

Students must: **Units:** 0

Units Required for the Major: 18 **Units:**

Double Counted Units: **Units:**
General Education Requirements: CSU GE: 39; IGETC: 37 **Units:** 37-39
Electives needed to get to 60 Units: **Units:**
Total Units for the Degree: 60 Units **Units:**
Total: 55-57

Mathematics AS

The Associate in Science in Mathematics degree and Associate in Science in Mathematics for Transfer degree provide opportunities for students to enter in a wide range of careers. After completing the Mathematics major, students transferring to a four-year institution will be prepared for additional study in the following areas: actuarial science, applied mathematics, computer science (programming), statistics, theoretical mathematics.

Requirements: **Units:** 21

ENGR 5	Engineering Programming and Problem Solving	3
MATH 1A	Single-Variable Calculus and Analytic Geometry	4
MATH 1B	Single-Variable Calculus and Analytic Geometry	4
MATH 1C	Multivariable Calculus	4
MATH 2	Linear Algebra	3
MATH 2C	Differential Equations	3

Recommended Electives **Units:** 0

MATH 5	Introduction to Statistics	3
PHYS 4A	Physics for Scientists and Engineers: Mechanics	4
PHYS 4B	Physics for Scientists and Engineers: Electricity and Magnetism	4
PHYS 4C	Physics for Scientists and Engineers - Heat, Optics, Modern Physics	4

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 56-60

Courses

MATH 1A—Single-Variable Calculus and Analytic Geometry (4.0) A new version of this course will be effective Spring 2021
4.0 Lecture. A first course in differential and integral calculus of a single variable covering limits and continuity, analyzing the behavior and graphs of functions, derivatives, implicit differentiation, higher order derivatives, related rates and optimization problems, Newton's Method, Fundamental Theorem of Calculus, and definite and indefinite integrals. PREREQUISITE: Mathematics 8B with a grade of 'C' or better. (Standard Letter Grade.) Effective: Fall 2017 to Spring 2021.

MATH 1A—Single-Variable Calculus and Analytic Geometry (4.0)
4.0 Lecture. A first course in differential and integral calculus of a single variable covering limits and continuity, analyzing the behavior and graphs of functions, derivatives, implicit differentiation, higher order derivatives, related rates and optimization problems, Newton's Method, Fundamental Theorem of Calculus, and definite and indefinite integrals. PREREQUISITE: Mathematics 8B or Mathematics 11 with a grade of 'C' or better. (Standard Letter Grade.) Effective: Spring 2021.

MATH 1B—Single-Variable Calculus and Analytic Geometry (4.0) A new version of this course will be effective Spring 2021
4.0 Lecture. A second course in differential and integral calculus of a single variable covering methods of integration, applications of the integral, differential equations, parametric and polar equations, and sequences and series. (C-ID: MATH 220, MATH 900S: Math 1A + Math 1B) PREREQUISITE: Mathematics 1A with a grade of 'C' or better. (Standard Letter Grade.) Effective: Fall 2017 to Spring 2021.

MATH 1B—Single-Variable Calculus and Analytic Geometry (4.0)
4.0 Lecture. A second course in differential and integral calculus of a single variable covering methods of integration, applications of the integral, differential equations, parametric and polar equations, and sequences and series. (C-ID: MATH 220, MATH 900S: Math 1A + Math 1B) PREREQUISITE: Mathematics 1A with a grade of 'C' or better. (Standard Letter Grade.) Effective: Spring 2021.

MATH 1C—Multivariable Calculus (4.0) A new version of this course will be effective Spring 2020
4.0 Lecture. A standard third semester Calculus course covering functions of several variables, vectors, surfaces, vector-valued functions, partial derivatives, multiple and line integrals, Green's Theorem, Stokes' Theorem, and the Divergence Theorem. (Standard Letter Grade.) Effective: Fall 2017 to Spring 2020.

MATH 1C—Multivariable Calculus (4.0) A new version of this course will be effective Spring 2021
4.0 Lecture. A standard third semester Calculus course covering functions of several variables, vectors, surfaces, vector-valued functions, partial derivatives, multiple and line integrals, Green's Theorem, Stokes' Theorem, and the Divergence Theorem. (Standard Letter Grade.) Effective: Spring 2020 to Spring 2021.

MATH 1C—Multivariable Calculus (4.0)
4.0 Lecture. A standard third semester Calculus course covering functions of several variables, vectors, surfaces, vector-valued functions, partial derivatives, multiple and line integrals, Green's

Theorem, Stokes' Theorem, and the Divergence Theorem. (Standard Letter Grade.) Effective: Spring 2021.

MATH 2—Linear Algebra (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. A standard one semester Linear Algebra course covering systems of linear equations, vectors and matrices, determinants, vector spaces, linear transformations, eigenvalues, and eigenvectors. Graphing calculators and computers will be used. (C-ID: MATH 250) PREREQUISITE: Mathematics 1C with a grade of 'C' or better. (Standard Letter Grade.) Effective: Fall 2014 to Spring 2021.

MATH 2—Linear Algebra (3.0)
3.0 Lecture. A standard one semester Linear Algebra course covering systems of linear equations, vectors and matrices, determinants, vector spaces, linear transformations, eigenvalues, and eigenvectors. (C-ID: MATH 250) PREREQUISITE: Mathematics 1C with a grade of 'C' or better. (Standard Letter Grade.) Effective: Spring 2021.

MATH 2C—Differential Equations (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. An introductory course in differential equations that covers: first order differential equations including separable, linear, exact, homogeneous, bernoulli and Euler's Method; second order differential equations including homogeneous, nonhomogeneous, variation of parameters, method of undetermined coefficients and reduction of order; series solutions to differential equations; Laplace Transforms; linear systems; and if time, Fournier Analysis; and applications thereof. (C-ID: MATH 240) PREREQUISITE: Mathematics 1C with a grade of 'C' or better. (Standard Letter Grade.) Effective: Spring 2016 to Spring 2021.

MATH 2C—Differential Equations (3.0)
3.0 Lecture. An introductory course in differential equations that covers: first order differential equations including separable, linear, exact, homogeneous, bernoulli and Euler's Method; second order differential equations including homogeneous, nonhomogeneous, variation of parameters, method of undetermined coefficients and reduction of order; series solutions to differential equations; Laplace Transforms; linear systems; and if time, Fournier Analysis; and applications thereof. (C-ID: MATH 240) PREREQUISITE: Mathematics 1C with a grade of 'C' or better. (Standard Letter Grade.) Effective: Spring 2021.

MATH 5—Introduction to Statistics (3.0) A new version of this course will be effective Summer 2020
3.0 Lecture, 1.0 Lab. Descriptive analysis and presentation of either single-variable data or bivariate data, probability, probability distributions, normal probability distributions, sample variability, statistical inferences involving one and two populations, analysis of variance, linear correlation and regression analysis. Statistical computer software will be extensively integrated as a tool in the description and analysis of data. The instructor will be using and supporting a TI-83 Plus graphing calculator in all classroom demonstrations. PREREQUISITE: MATH 233, or MATH 240, or MATH 233A and MATH 233B, or MATH 242 with a grade of 'C' or better. (Standard Letter Grade.) Effective: Spring 2018 to Summer 2020.

MATH 5—Introduction to Statistics (3.0)
3.0 Lecture, 1.0 Lab. Descriptive analysis and presentation of either single-variable data or bivariate data, probability, probability distributions, normal probability distributions, sample variability, statistical inferences involving one and two populations, analysis of variance, linear correlation and regression analysis. Statistical computer software will be extensively integrated as a tool in the description and analysis of data. The instructor will be using and supporting a TI-83 Plus graphing calculator in all classroom demonstrations. PREREQUISITE: MATH 233, or MATH 240, or MATH 233A and MATH 233B, or MATH 242 with a grade of 'C' or better. (Standard Letter Grade.) Effective: Summer 2020.

MATH 6—Calculus for Business/Social Science (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. This course applies the fundamental principles and techniques of calculus to problems in business, economics, the life sciences and the social sciences. Topics will include limits, and differentiation and integration of linear, quadratic, polynomial, exponential and logarithmic functions. This course is not intended for students majoring in engineering, the physical sciences or math. Using a calculator is required. Graphing calculator is recommended. (C-ID: MATH 140) PREREQUISITE: Mathematics 235 or Mathematics 240 with a grade of 'C' or better. (Standard Letter Grade.) Effective: Fall 2014 to Fall 2020.

MATH 6—Calculus for Business/Social Science (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. This course applies the fundamental principles and techniques of calculus to problems in business, economics, the life sciences and the social sciences. Topics will include limits, and differentiation and integration of linear, quadratic, polynomial, exponential and logarithmic functions. This course is not intended for students majoring in engineering, the physical sciences or math. Using a calculator is required. Graphing calculator is recommended. (C-ID: MATH 140) PREREQUISITE: Skills equivalent to intermediate algebra or appropriate placement. (Standard Letter Grade.) Effective: Fall 2020 to Spring 2021.

MATH 6—Calculus for Business/Social Science (3.0)
3.0 Lecture. This course applies the fundamental principles and techniques of calculus to problems in business, economics, the life sciences and the social sciences. Topics will include limits, and differentiation and integration of linear, quadratic, polynomial, exponential and logarithmic functions. This course is not intended for students majoring in engineering, the physical sciences or math. Using a calculator is required. Graphing calculator is recommended. (C-ID: MATH 140) PREREQUISITE: Skills equivalent to intermediate algebra or appropriate placement. (Standard Letter Grade.) Effective: Spring 2021.

MATH 7—Finite Mathematics (3.0) A new version of this course will be effective Spring 2020
3.0 Lecture. Systems of linear equations and matrices, introduction to linear programming, finance, counting techniques and probability, properties of probability and applications of probability. PREREQUISITE: Mathematics 233 with a grade of PREREQUISITE: Mathematics 235 OR Mathematics 240 OR equivalent with a grade of "C" or better. (Standard Letter Grade.) Effective: Spring 2018 to Spring 2020.

MATH 7—Finite Mathematics (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. Systems of linear equations and matrices, introduction to linear programming, finance, counting techniques and probability, properties of probability and applications of probability. PREREQUISITE: Mathematics 233 OR Mathematics 235 OR Mathematics 240 OR equivalent with a grade of "C" or better. (Standard Letter Grade.) Effective: Spring 2020 to Spring 2021.

MATH 7—Finite Mathematics (3.0)
3.0 Lecture. Systems of linear equations and matrices, introduction to linear programming, finance, counting techniques and probability, properties of probability and applications of probability. PREREQUISITE: Mathematics 233 OR Mathematics 235 OR Mathematics 240 OR equivalent with a grade of "C" or better. (Standard Letter Grade.) Effective: Spring 2021.

MATH 8A—First Half of Precalculus (4.0) A new version of this course will be effective Spring 2021
4.0 Lecture. Math 8A prepares the student for the study of calculus by providing important skills in algebraic manipulation, interpretation, and problem solving at the college level. Topics will include basic algebraic concepts, complex numbers, equations and inequalities of the first and second degree, functions, and graphs, linear and quadratic equations, polynomial functions, exponential

and logarithmic functions, systems of equations, and matrices. (Standard Letter Grade.) Effective: Spring 2019 to Spring 2021.

MATH 8A—First Half of Precalculus (4.0)
4.0 Lecture. Math 8A prepares the student for the study of calculus by providing important skills in algebraic manipulation, interpretation, and problem solving at the college level. Topics will include basic algebraic concepts, complex numbers, equations and inequalities of the first and second degree, functions, and graphs, linear and quadratic equations, polynomial functions, exponential and logarithmic functions, systems of equations, and matrices. PREREQUISITE: Mathematics 240 with a grade of 'C' or better or skills equivalent to those in an Intermediate Algebra course or appropriate placement. (Standard Letter Grade.) Effective: Spring 2021.

MATH 8B—Second Half of Precalculus (4.0) A new version of this course will be effective Summer 2020
4.0 Lecture. Math 8B prepares students for the study of calculus by providing important skills in algebraic manipulation, interpretation, and problem solving at the college level. Topics will include trigonometric functions, identities, inverse trigonometric functions, and equations; applications of trigonometry, vectors, complex numbers, polar and parametric equations; sequences, series, and mathematical induction; conic sections. PREREQUISITE: Mathematics 8A with a grade of 'C' or better. (Standard Letter Grade.) Effective: Spring 2019 to Summer 2020.

MATH 8B—Second Half of Precalculus (4.0)
4.0 Lecture. Math 8B prepares students for the study of calculus by providing important skills in algebraic manipulation, interpretation, and problem solving at the college level. Topics will include trigonometric functions, identities, inverse trigonometric functions, and equations; applications of trigonometry, vectors, complex numbers, polar and parametric equations; sequences, series, and mathematical induction; conic sections. PREREQUISITE: Mathematics 8A with a grade of 'C' or better. (Standard Letter Grade.) Effective: Summer 2020.

MATH 11—Integrated Precalculus (8.0) A new version of this course will be effective Spring 2021
8.0 Lecture. Math 11 is a blend of Math 8A and 8B Precalculus classes. Math 11 prepares students for the study of calculus by providing important skills in algebraic manipulation, interpretation, and problem solving at the college level. Topics will include basic algebraic concepts, complex numbers, equations and inequalities of the first and second degree, functions and graphs, linear and quadratic equations, polynomial functions, exponential and logarithmic functions, systems of equations, matrices and determinants, trigonometric functions, identities, inverse trigonometric functions, applications of trigonometry, vectors, polar and parametric equations, sequences, series, conic sections, and mathematical induction. PREREQUISITE. Mathematics 240 with a grade of 'C' or better, or appropriate placement. (Standard Letter Grade.) Effective: Spring 2020 to Spring 2021.

MATH 11—Integrated Precalculus (8.0)
8.0 Lecture. Math 11 is a blend of Math 8A and 8B Precalculus classes. Math 11 prepares students for the study of calculus by providing important skills in algebraic manipulation, interpretation, and problem solving at the college level. Topics will include basic algebraic concepts, complex numbers, equations and inequalities of the first and second degree, functions and graphs, linear and quadratic equations, polynomial functions, exponential and logarithmic functions, systems of equations, matrices and determinants, trigonometric functions, identities, inverse trigonometric functions, applications of trigonometry, vectors, polar and parametric equations, sequences, series, conic sections, and mathematical induction. PREREQUISITE. Mathematics 240 with a grade of 'C' or better, or appropriate placement. (Standard Letter Grade.) Effective: Spring 2021.

MATH 12—Mathematics for Elementary Teachers (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. This course is intended for students preparing for a career in elementary school teaching. Emphasis will be on the structure of the real number system, numeration systems, elementary number theory, and problem solving techniques. Technology will be integrated

throughout the course. PREREQUISITE: High School Geometry and Math 240 (Algebra 2) or Math 242 (Algebra for Statistics) or skills equivalent to Intermediate Algebra. All courses must be completed with a grade of 'C' or better. (Standard Letter Grade.) Effective: Fall 2019 to Spring 2021.

MATH 12—Mathematics for Elementary Teachers (3.0)
3.0 Lecture. This course is intended for students preparing for a career in elementary school teaching. Emphasis will be on the structure of the real number system, numeration systems, elementary number theory, and problem solving techniques. Technology will be integrated throughout the course. PREREQUISITE: High School Geometry and Math 240 (Algebra 2) or Math 242 (Algebra for Statistics) or skills equivalent to Intermediate Algebra. All courses must be completed with a grade of 'C' or better. (Standard Letter Grade.) Effective: Spring 2021.

MATH 14—Math for the Liberal Arts (3.0) A new version of this course will be effective Spring 2020
3.0 Lecture. Survey of selected topics from contemporary mathematics to introduce the student to mathematical thinking for the non-specialist. Topics include systems of numeration, algebraic modeling, linear programming, trigonometry, math of finance, probability and statistics, and an introduction to calculus. PREREQUISITE: Math 233 with a grade of 'C' or better. (Standard Letter Grade.) Effective: Fall 2014 to Spring 2020.

MATH 14—Math for the Liberal Arts (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. Survey of selected topics from contemporary mathematics to introduce the liberal arts student to a variety of mathematical ideas, methods and historical trends. Topics include systems of numeration, logic, set theory, mathematical modeling, geometry, trigonometry, mathematics of finance, probability and statistics. PREREQUISITE: Math 240 or Math 242 with a grade of 'C' or better. (Standard Letter Grade.) Effective: Spring 2020 to Spring 2021.

MATH 14—Math for the Liberal Arts (3.0)
3.0 Lecture. Survey of selected topics from contemporary mathematics to introduce the liberal arts student to a variety of mathematical ideas, methods and historical trends. Topics include systems of numeration, logic, set theory, mathematical modeling, geometry, trigonometry, mathematics of finance, probability and statistics. PREREQUISITE: Math 240 or Math 242 with a grade of 'C' or better. (Standard Letter Grade.) Effective: Spring 2021.

MATH 16—Discrete Mathematics (4.0) A new version of this course will be effective Spring 2020
4.0 Lecture. Presents discrete mathematical systems including methods of proof that shape the foundations of computer science. Includes propositional logic, set and number theory, Boolean Algebra, deductive and inductive proof, functions and relations, combinatorics, discrete probability, graph theory and network models, and efficiency of algorithms. PREREQUISITE: Mathematics 8B with a grade of 'C' or better or equivalent skills. ADVISORY: CSIS 5 or CSIS 45 with a grade of 'C' or better or equivalent skills. (Standard Letter Grade.) Effective: Fall 2018 to Spring 2020.

MATH 16—Discrete Mathematics (4.0)
4.0 Lecture. Presents discrete mathematical systems including methods of proof that shape the foundations of computer science. Includes propositional logic, set and number theory, Boolean Algebra, deductive and inductive proof, functions and relations, combinatorics, discrete probability, graph theory and network models, and efficiency of algorithms. PREREQUISITE: Mathematics 8B with a grade of 'C' or better or equivalent skills. ADVISORY: CSIS 5 or CSIS 45 with a grade of 'C' or better or equivalent skills. (Standard Letter Grade.) Effective: Spring 2020.

MATH 22—Field Work and Service (0.5-1.0)
1.5-3.0 TBA. 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. (Pass/No Pass.) Effective: Spring 2011.

MATH 23—Independent Study (1.0-2.0)
3.0-6.0 TBA. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2011.

MATH 208—Plane Geometry (3.0) This course will be discontinued effective Spring 2021
3.0 Lecture. This course introduces the vocabulary and principles of Euclidean Geometry. Methods of proof including inductive and deductive reasoning will be developed. Concepts of congruence and similarity, angles, lines, polygons, and circles will be covered. Additional topics such as solid geometry, analytical geometry, transformations, and basic trigonometry may be included as time allows. PREREQUISITE: Math 430 or equivalent with a grade of "C" or better. (Standard Letter Grade.) Effective: Fall 2015 to Spring 2021.

MATH 215—Statistics Support (2.0) A new version of this course will be effective Spring 2021
2.0 Lecture. A review of the core prerequisite skills needed for Math 5: Introduction to Statistics. Intended for students who are concurrently enrolled in Math 5: Introduction to Statistics at Gavilan College. The course will focus on core concepts from Algebra and Statistics that are needed to support success in transfer-level Statistics. Topics include operations on real numbers including order of operations, fractions, decimals, percentages, exponents and logarithms, correct selection and implementation of statistical formulas, review of the Cartesian coordinate system and written interpretation of slope and intercept of linear equations, exploratory analysis of categorical, quantitative, single variable and bivariate data, discrete and normal probability, support for graphing calculator usage and for statistical software. This course is appropriate for students confident in beginning algebra who need support for intermediate algebra skills essential for statistics. This course is Pass/No Pass only. Non-degree applicable. Prerequisite: Appropriate placement. Corequisite: Math 5: Introduction to Statistics. (Pass/No Pass.) Effective: Spring 2020 to Spring 2021.

MATH 215—Statistics Support (2.0)
2.0 Lecture. A review of the core prerequisite skills needed for Math 5: Introduction to Statistics. Intended for students who are concurrently enrolled in Math 5: Introduction to Statistics at Gavilan College. The course will focus on core concepts from Algebra and Statistics that are needed to support success in transfer-level Statistics. Topics include operations on real numbers including order of operations, fractions, decimals, percentages, exponents and logarithms, correct selection and implementation of statistical formulas, review of the Cartesian coordinate system and written interpretation of slope and intercept of linear equations, exploratory analysis of categorical, quantitative, single variable and bivariate data, discrete and normal probability, support for graphing calculator usage and for statistical software. This course is appropriate for students confident in beginning algebra who need support for intermediate algebra skills essential for statistics. This course is Pass/No Pass only. Non-degree applicable. Prerequisite: Appropriate placement. Corequisite: Math 5: Introduction to Statistics. (Pass/No Pass.) Effective: Spring 2021.

MATH 216—Business Calculus Support (2.0) A new version of this course will be effective Spring 2021
2.0 Lecture. A review of the core prerequisite skills needed in business calculus. Intended for students who are concurrently enrolled in Math 6: Calculus for Business, Economics, and Social Sciences at Gavilan College. Topics include the following: polynomial, rational and radical expressions and equations, linear and quadratic equations and inequalities, exponential and logarithmic expressions and equations, functions, and graphs of linear, quadratic, exponential, and

logarithmic functions. This course is appropriate for students who are confident in their graphing and beginning algebra skills. This course is Pass/No Pass only. Non-degree applicable. Prerequisite: Appropriate placement. Corequisite: Math 6: Calculus for Business, Economics, and Social Sciences. (Pass/No Pass.) Effective: Spring 2020 to Spring 2021.

MATH 216—Business Calculus Support (2.0)
2.0 Lecture. A review of the core prerequisite skills needed in business calculus. Intended for students who are concurrently enrolled in Math 6: Calculus for Business, Economics, and Social Sciences at Gavilan College. Topics include the following: polynomial, rational and radical expressions and equations, linear and quadratic equations and inequalities, exponential and logarithmic expressions and equations, functions, and graphs of linear, quadratic, exponential, and logarithmic functions. This course is appropriate for students who are confident in their graphing and beginning algebra skills. This course is Pass/No Pass only. Non-degree applicable. Prerequisite: Appropriate placement. Corequisite: Math 6: Calculus for Business, Economics, and Social Sciences. (Pass/No Pass.) Effective: Spring 2021.

MATH 218—Precalculus Support (1.0) A new version of this course will be effective Spring 2021
3.0 Lab. A review of the core prerequisite skills, competencies, and concepts needed in Math 8A: First Half of Precalculus. Intended for STEM majors who are concurrently enrolled in MATH 8A: First Half of Precalculus, at Gavilan College. Topics include: a review of computational skills developed in intermediate algebra, factoring, operations on rational and radical expressions, absolute value equations and inequalities, exponential and logarithmic expressions and equations, and an in-depth focus on functions including composition, inverses and graphs. This course is appropriate for students who are confident in their graphing and beginning algebra skills. This course is Pass/No Pass only. Non-degree applicable. Prerequisite: Appropriate placement. Corequisite: Math 8A: First Half of Precalculus. (Pass/No Pass.) Effective: Spring 2020 to Spring 2021.

MATH 218—Precalculus Support (1.0)
3.0 Lab. A review of the core prerequisite skills, competencies, and concepts needed in Math 8A: First Half of Precalculus. Intended for STEM majors who are concurrently enrolled in MATH 8A: First Half of Precalculus, at Gavilan College. Topics include: a review of computational skills developed in intermediate algebra, factoring, operations on rational and radical expressions, absolute value equations and inequalities, exponential and logarithmic expressions and equations, and an in-depth focus on functions including composition, inverses and graphs. This course is appropriate for students who are confident in their graphing and beginning algebra skills. This course is Pass/No Pass only. Non-degree applicable. Prerequisite: Appropriate placement. Corequisite: Math 8A: First Half of Precalculus. (Pass/No Pass.) Effective: Spring 2021.

MATH 219—Preparation for Calculus Bootcamp (1.0-2.0) A new version of this course will be effective Summer 2020
1.0-2.0 Lecture. This is a course for students who wish to refresh or re-learn fundamental algebraic or pre-calculus concepts. The focus is on polynomial, trigonometric, exponential and logarithmic functions and equations and the graphs of these functions. This class is preparation for Math 8B, Math 1A, or Math 1B. This is a Pass/No Pass course. (Pass/No Pass.) Effective: Spring 2020 to Summer 2020.

MATH 219—Preparation for Calculus Bootcamp (1.0-2.0)
1.0-2.0 Lecture. This is a course for students who wish to refresh or re-learn fundamental algebraic or pre-calculus concepts. The focus is on polynomial, trigonometric, exponential and logarithmic functions and equations and the graphs of these functions. This class is preparation for Math 8B, Math 1A, or Math 1B. This is a Pass/No Pass course. (Pass/No Pass.) Effective: Summer 2020.

MATH 235—Integrated Algebra (10.0) A new version of this course will be effective Spring 2020
10.0 Lecture. This course is a blend of elementary and intermediate algebra courses with a focus on linear equations and inequalities, graphs and functions, systems of equations, polynomials and

polynomial functions/equations, factoring, rational expressions and equations, roots, radicals, complex numbers, exponential and logarithmic functions, and problem solving strategies. PREREQUISITE: MATH 402 with a grade of "Pass" or MATH 411 with a grade of "Pass" or assessment test recommendation. (Standard Letter Grade.) Effective: Spring 2019 to Spring 2020.

MATH 235—Integrated Algebra (7.5) A new version of this course will be effective Spring 2021
7.0 Lecture, 1.5 Lab. This is an intermediate algebra course with an emphasis on word problems and real life applications. The focus will be on linear equations and inequalities, graphs and functions, systems of equations, polynomials and polynomial functions/equations, factoring, rational expressions and equations, roots, radicals, complex numbers, exponential and logarithmic functions, and problem solving strategies. Prerequisite: Appropriate Placement (Standard Letter Grade.) Effective: Spring 2020 to Spring 2021.

MATH 235—Integrated Algebra (7.5)
7.0 Lecture, 1.5 Lab. This is an intermediate algebra course with an emphasis on word problems and real life applications. The focus will be on linear equations and inequalities, graphs and functions, systems of equations, polynomials and polynomial functions/equations, factoring, rational expressions and equations, roots, radicals, complex numbers, exponential and logarithmic functions, and problem solving strategies. Prerequisite: Appropriate Placement (Standard Letter Grade.) Effective: Spring 2021.

MATH 240—Algebra II (5.0) A new version of this course will be effective Summer 2020
5.0 Lecture. 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. (Standard Letter Grade.) Effective: Spring 2019 to Summer 2020.

MATH 240—Algebra II (5.0)
5.0 Lecture. 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. (Standard Letter Grade.) Effective: Summer 2020.

MATH 242—Algebra for Statistics (6.0) A new version of this course will be effective Fall 2020
6.0 Lecture. Math 242 is for students whose educational plan includes ONLY Math 5 (transfer-level Statistics). If your major is math, science, engineering, computer science, business, etc., and/or your educational plan includes any transfer-level math class other than Math 5, or you are unsure about your major, you should take Math 240. Math 240 and Math 242 are not equivalent. Math 242 prepares students for transfer-level Statistics (Math 5) by covering core concepts from Algebra and Statistics that are needed to understand the basics of college level statistics. Topics include operations on real numbers, solving equations, functions, inequalities, radicals, exponential and logarithmic functions, exploratory analysis of categorical, quantitative, single variable and bivariate data, and probability. PREREQUISITE: Appropriate placement. (Standard Letter Grade.) Effective: Spring 2019 to Fall 2020.

MATH 242—Algebra for Statistics (6.0)
6.0 Lecture. Math 242 is for students whose educational plan includes ONLY Math 5 (transfer-level Statistics). If your major is math, science, engineering, computer science, business, etc., and/or your educational plan includes any transfer-level math class other than Math 5, or you are unsure

about your major, you should take Math 240. Math 240 and Math 242 are not equivalent. Math 242 prepares students for transfer-level Statistics (Math 5) by covering core concepts from Algebra and Statistics that are needed to understand the basics of college level statistics. Topics include operations on real numbers, solving equations, functions, inequalities, radicals, exponential and logarithmic functions, exploratory analysis of categorical, quantitative, single variable and bivariate data, and probability. PREREQUISITE: Appropriate placement. (Standard Letter Grade.) Effective: Fall 2020.

MATH 400—Elements of Arithmetic (3.0) This course will be discontinued effective Spring 2021

3.0 Lecture, 1.0 Lab. 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. (Pass/No Pass.) Effective: Summer 2016 to Spring 2021.

MATH 402—Pre-Algebra (3.0) A new version of this course will be effective Spring 2021

3.0 Lecture, 2.0 Lab. This course covers operations with integers, fractions, decimals and associated applications, ratio, proportion, geometry, and measurements with the emphasis on critical thinking and applications. Elementary algebra topics such as variables, expressions, and solving equations are introduced. This is a pass/no pass course where pass is given for mastery of the above topics. The mastery level is set by the department. PREREQUISITE: Completion of Math 400 with a grade of 'C' or better OR completion of Math 400 with a grade of 'P' OR appropriate assessment test score. (Pass/No Pass.) Effective: Fall 2018 to Spring 2021.

MATH 402—Pre-Algebra (3.0)

3.0 Lecture, 2.0 Lab. This course covers operations with integers, fractions, decimals and associated applications, ratio, proportion, geometry, and measurements with the emphasis on critical thinking and applications. Elementary algebra topics such as variables, expressions, and solving equations are introduced. This is a pass/no pass course where pass is given for mastery of the above topics. The mastery level is set by the department. PREREQUISITE: Completion of Math 400 with a grade of 'C' or better OR completion of Math 400 with a grade of 'P' OR appropriate assessment test score. (Pass/No Pass.) Effective: Spring 2021.

MATH 411—Integrated Pre-Algebra (7.0)

7.0 Lecture. This course is a blend of standard Elements of Arithmetic and Pre-Algebra courses with the focus on operations with whole numbers, fractions, percentages, proportions, and signed numbers. Algebraic topics such as variables, expressions, and solving basic linear equations and applications are introduced. This is a pass/no pass course where pass is given for mastery of the above topics. The mastery level is set by the department. ADVISORY: MATH 414 (Pass/No Pass.) Effective: Fall 2013.

MATH 412—Math Refresher (0.5) A new version of this course will be effective Spring 2021

0.5 Lecture. A remedial intensive math course designed to be a refresher for students who wish to review basic math concepts before taking the Assessment Placement test or to prepare prior to retaking the Assessment test. The primary focus is on operations with whole numbers, fractions, decimals and percentages. This is a pass/no pass course. Units earned in this class do not count toward the associate degree and/or certain certificate requirements. (Pass/No Pass.) Effective: Summer 2017 to Spring 2021.

MATH 412—Math Refresher (0.5)

0.5 Lecture. A remedial intensive math course designed to be a refresher for students who wish to review basic math concepts before taking the Assessment Placement test or to prepare prior to retaking the Assessment test. The primary focus is on operations with whole numbers, fractions, decimals and percentages. This is a pass/no pass course. Units earned in this class do not count

toward the associate degree and/or certain certificate requirements. (Pass/No Pass.) Effective: Spring 2021.

MATH 412A—Math Refresher Part 1 (0.5) A new version of this course will be effective Spring 2021
0.5 Lecture. An intensive math course designed to be a refresher for students who wish to review fundamental math concepts to get the support in the current class. The primary focus is on operations with whole numbers, fractions, decimals and percentages. This is a pass/no course. Units earned in this class do not count towards an Associate's Degree or certain certificate requirements. (Pass/No Pass.) Effective: Spring 2020 to Spring 2021.

MATH 412A—Math Refresher Part 1 (0.5)
0.5 Lecture. An intensive math course designed to be a refresher for students who wish to review fundamental math concepts to get the support in the current class. The primary focus is on operations with whole numbers, fractions, decimals and percentages. This is a pass/no course. Units earned in this class do not count towards an Associate's Degree or certain certificate requirements. (Pass/No Pass.) Effective: Spring 2021.

MATH 412B—Math Refresher Part 2 (0.5) A new version of this course will be effective Spring 2021
1.0 Lecture. An intensive math course designed to be a refresher for students who wish to review fundamental math concepts to get the support in the current class. The primary focus is on operations with percentages, proportions, equations, and text problems. This is a pass/no course. Units earned in this class do not count towards an Associate's Degree or certain certificate requirements. (Pass/No Pass.) Effective: Spring 2020 to Spring 2021.

MATH 412B—Math Refresher Part 2 (0.5)
1.0 Lecture. An intensive math course designed to be a refresher for students who wish to review fundamental math concepts to get the support in the current class. The primary focus is on operations with percentages, proportions, equations, and text problems. This is a pass/no course. Units earned in this class do not count towards an Associate's Degree or certain certificate requirements. (Pass/No Pass.) Effective: Spring 2021.

MATH 413—Math Immersion Review - Basic Concepts Level 1 (1.0-2.0) A new version of this course will be effective Spring 2021
1.0-2.0 Lecture. A remedial mathematics course designed for those students who need to learn, or re-learn, the fundamental concepts of math. The primary focus is on operations with whole numbers, fractions, decimals, percentage and real life problems. This is a pass/no pass course. Units earned in this course do not count toward the associate degree and/or certain certificate requirements. This class is an intense preparation for Math 402, Math 430 or Math 411 and Math 235. (Pass/No Pass.) Effective: Summer 2018 to Spring 2021.

MATH 413—Math Immersion Review - Basic Concepts Level 1 (1.0-2.0)
1.0-2.0 Lecture. A remedial mathematics course designed for those students who need to learn, or re-learn, the fundamental concepts of math. The primary focus is on operations with whole numbers, fractions, decimals, percentage and real life problems. This is a pass/no pass course. Units earned in this course do not count toward the associate degree and/or certain certificate requirements. This class is an intense preparation for Math 402, Math 430 or Math 411 and Math 235. (Pass/No Pass.) Effective: Spring 2021.

MATH 414—Math Immersion Review - Basic Concepts Level 2 (1.0-3.0)
1.0-3.0 Lecture. A remedial Immersion math course designed for those students who need to learn, re-learn, or re-fresh the fundamental concepts of Math. The primary emphasis is on fractions, signed numbers, linear equations, algebraic structures and word problems. This class is an intense preparation for Math 402, Math 411, Math 430 and Math 235. This is a pass/no pass course. Units earned in this course do not count toward the associate degree or certain certificate requirements. (Pass/No Pass.) Effective: Summer 2017.

MATH 415—Math Immersion Review - Algebraic Concepts (1.0-3.0) A new version of this course will be effective Spring 2021
1.0-3.0 Lecture. A remedial mathematics course designed for those students who need to learn, or re-learn the fundamental concepts of math. The primary emphasis is on algebraic expressions, linear/quadratic equations and applications, polynomials, graphing, and functions. This is a pass/no pass course. Units earned in this course do not count toward the associate degree and/or certain certificate requirements. This class is an intense preparation for Math 240, Math 242, Math 8A. (Pass/No Pass.) Effective: Spring 2018 to Spring 2021.

MATH 415—Math Immersion Review - Algebraic Concepts (1.0-3.0)
1.0-3.0 Lecture. An intense mathematics course designed for those students who need to refresh the fundamental math concepts needed for transfer level classes. The primary emphasis is on percentages, algebraic expressions, linear/quadratic equations and applications, slopes of lines, polynomials, graphing, and functions plus working with data. This is a pass/no pass course. Units earned in this course do not count toward the associate degree and/or certain certificate requirements. This class is an intense preparation for Math 5, Math 6, Math 7, and Math 8A. (Pass/No Pass.) Effective: Spring 2021.

MATH 416—Math for Summer Bridge (1.0-3.0)
1.0-3.0 Lecture. This class is a remedial mathematics course for students new to Gavilan College who are participating in the Summer Bridge Program or other special cohorts. Students enrolled in this class must have taken the math placement exam prior to the first day of class. The purpose of the class is to review and hone basic math skills, acclimate the student to the rigors of college level work, and improve other student skills needed for learning and academic achievement. Upon completion of the course, students will be allowed to retake the placement exam. The primary mathematical focus is on prealgebra topics such as operations with whole numbers, fractions, decimals, percentage and real life problems. Students can also get practice with other topics in Algebra I such as solving linear equations, graphing linear functions, and factoring. This is a pass/no pass course. Units earned in this course do not count toward the associate degree and/or certain certificate requirements. (Pass/No Pass.) Effective: Summer 2017.

MATH 430—Algebra I (5.0)
5.0 Lecture. 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. (Standard Letter Grade.) Effective: Fall 2017.

MATH 700—Arithmetic (0.0)
3.0 Lecture, 1.0 Lab. This course covers arithmetic procedures with whole numbers, fractions, decimals, order of operations, ratios, proportions, percent, integers, measurements and geometry. This course may be offered in an open entry/open exit format. (Non Credit.) Effective: Fall 2018.

Music

Music



ADT: Music AA-T - CSU Transfer

The Music program maintains a place at Gavilan College as a subject of broad and passionate interest to performers, composers and theorists. At Gavilan College all these form a community dedicated to furthering a knowledge and love of music. The Music program at Gavilan College offers a wide range of courses for all students. While many of our students have gone on to have professional careers in music, others have used their study as an enriching foundation for other pursuits. Upon completing the Associate in Arts in Music for Transfer degree, students will be prepared to continue their study at a four-year institution. More specifically, this degree is intended for students transferring to a California State University Music program. Transfer students are urged to consult with a counselor and Music faculty to learn more about admission requirements to four-year institutions.

Requirements: **Units:** 22

MUS 3A	Harmony/Theory/Musicianship I	4
MUS 3B	Harmony, Theory, Musicianship II	4
MUS 3C	Harmony/Theory/Musicianship III	4
MUS 3D	Harmony/Theory/Musicianship IV	4
MUS 11A	Applied Music/Piano	2
OR		
MUS 11B	Applied Music/Guitar[2]	0.5-2
MUS 14	Instrumental Ensemble	4

Students must: **Units:** 0

Units Required for the Major: 22	**Units:**
Double Counted Units: CSU: 6; IGETC: 0	**Units:**
General Education Requirements: CSU GE: 39; IGETC: 37	**Units:** 37-39
Electives needed to get to 60 Units: CSU: 5; IGETC: 1	**Units:**
Total Units for the Degree: 60 Units	**Units:**
	Total: 59-61

Music AA

The Music Department maintains a place at Gavilan College as a subject of broad and passionate interest to performers, composers and theorists. At Gavilan College all these form a community

dedicated to furthering a knowledge and love of music. The Music Department at Gavilan College offers a wide range of courses for all students. While many of our students have gone on to have professional careers in music, others have used their study as an enriching foundation for other pursuits. The Gavilan College Music Department is structured around a traditional musical foundation. Specific areas of focus are piano, guitar, vocal performance, electronic music and digital recording. The music curriculum provides a program for the students who wish to (1) pursue an advanced degree in music, (2) broaden a general knowledge of music, (3) develop performance skills, (4) become a professional musician, (5) work in a recording studio, (6) prepare for a career as music educators. Experienced instructors create an environment that both fulfills general education requirements and offers students exemplary preparation for transfer into both university and vocational level programs.

Requirements: **Units:** 21

MUS 3A	Harmony/Theory/Musicianship I	4
MUS 3B	Harmony, Theory, Musicianship II	4
MUS 4A	Beginning Piano	3
MUS 4B	Beginning Piano	2
MUS 1A	Music History and Literature	3
MUS 1B	Music History and Literature	3
MUS 6	Introduction to World Music	3
MUS 7	Songwriting and Composition	3
MUS 16A	Introduction to Audio Recording Techniques	3
MUS 21	Electronic Music/Sound Design	3
MUS 5A	Intermediate Piano	2
MUS 5B	Intermediate Piano	2
MUS 5C	Advanced Piano	2
MUS 5D	Advanced Piano	2
MUS 8A	Beginning Voice	2
MUS 8B	Beginning Voice	2
MUS 9B	Guitar	2
MUS 12	Vocal Ensemble	1-4

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 56-60

Music Composition and Production CA

This program prepares students for a creative career in the music industry. The program has an entrepreneurial and creative focus emphasizing an industry trend requiring artists to be responsible for complete project development. Students engaged in compositional study enjoy the freedom to explore the organization of sound and music into different structures of expression. Engaged in personal study with acclaimed composition faculty, students write works for a variety of media - from solo instrument and large ensemble works to electronic music. An emphasis is placed on the study of the various musical traditions of the world and the relevance of those traditions to

personal experience. The same skill set also prepares students for careers in specialized areas of the music industry such as digital audio workstation operator, recording engineer, producer, composer, arranger, songwriter, sound designer, artist manager, distributor, and marketing representative.

Requirements: **Units:** 20

MUS 3A	Harmony/Theory/Musicianship I	4
MUS 3B	Harmony, Theory, Musicianship II	4
MUS 4A	Beginning Piano	3
MUS 7	Songwriting and Composition	3
MUS 16A	Introduction to Audio Recording Techniques	3
MUS 21	Electronic Music/Sound Design	3
MUS 1A	Music History and Literature	3
MUS 1B	Music History and Literature	3
MUS 2	History of Jazz and Rock	3
MUS 6	Introduction to World Music	3

Total: 20

Courses

MUS 1A—Music History and Literature (3.0) **A new version of this course will be effective Spring 2021**
3.0 Lecture. A survey of the development of music in western civilization including representative composers from the Medieval to the present. Music 1A will study the music and styles from the Medieval to the Romantic period. ADVISORY: Eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Spring 2016 to Spring 2021.

MUS 1A—Music History and Literature (3.0)
3.0 Lecture. A survey of the development of music in western civilization including representative composers from the Medieval to the present. Music 1A will study the music and styles from antiquity through 1750. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

MUS 1B—Music History and Literature (3.0) **A new version of this course will be effective Spring 2021**
3.0 Lecture. A survey of the development of music in western civilization including representative composers from the Medieval period to the present. Music 1B will study the music and styles from late Romanticism to the present. ADVISORY: Eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Spring 2016 to Spring 2021.

MUS 1B—Music History and Literature (3.0)
3.0 Lecture. A survey of the development of music in western civilization including representative composers from the 1750 to present. Music 1B will study the music and styles from Classical period to the present. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

MUS 2—History of Jazz and Rock (3.0) **A new version of this course will be effective Spring 2021**

3.0 Lecture. This course covers the introduction and history of jazz and rock music from traditional, ragtime, boogie-woogie, swing, bebop, and cool, to various contemporary jazz, rock and fusion art forms. It includes a study of the forces that have shaped the art from European, African, Latin, and African-American influences. The class explores the contributions and conflicts of African-American influences throughout the history and development of this American music. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2015 to Spring 2021.

MUS 2—History of Jazz and Rock (3.0)
3.0 Lecture. This course covers the introduction and history of jazz and rock music from traditional, ragtime, boogie-woogie, swing, bebop, and cool, to various contemporary jazz, rock and fusion art forms. It includes a study of the forces that have shaped the art from European, African, Latin, and African-American influences. The class explores the contributions and conflicts of African-American influences throughout the history and development of this American music. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

MUS 3A—Harmony/Theory/Musicianship I (4.0)
3.0 Lecture, 3.0 Lab. Fundamentals of music, beginning harmony. (C-ID: MUS 120) ADVISORY: Must be taken in sequence. (Standard Letter Grade.) Effective: Spring 2014.

MUS 3B—Harmony, Theory, Musicianship II (4.0)
3.0 Lecture, 3.0 Lab. Continuation of Music 3A. Fundamentals of music, intermediate harmony, and musicianship. Introduction to counterpoint. MUS 3A, 3B, 3C and 3D must be taken in sequence. PREREQUISITE. MUS 3A. (Standard Letter Grade.) Effective: Spring 2017.

MUS 3C—Harmony/Theory/Musicianship III (4.0) A new version of this course will be effective Spring 2021
3.0 Lecture, 3.0 Lab. Continuation of Music 3AB. Chromatic harmony, analysis and composition. MUS 3A, 3B, 3C and 3D must be taken in sequence. (C-ID: MUS 140) PREREQUISITE: Music 3B (Standard Letter Grade.) Effective: Spring 2014 to Spring 2021.

MUS 3C—Harmony/Theory/Musicianship III (4.0)
3.0 Lecture, 3.0 Lab. Continuation of Music 3AB. Chromatic harmony, analysis and composition. MUS 3A, 3B, 3C and 3D must be taken in sequence. (C-ID: MUS 140) PREREQUISITE: Music 3B (Standard Letter Grade.) Effective: Spring 2021.

MUS 3D—Harmony/Theory/Musicianship IV (4.0) A new version of this course will be effective Spring 2021
3.0 Lecture, 3.0 Lab. Continuation of Music 3C. Analysis and composition. MUS 3A, 3B, 3C and 3D must be taken in sequence. (C-ID: MUS 150) PREREQUISITE: Music 3C (Standard Letter Grade.) Effective: Spring 2014 to Spring 2021.

MUS 3D—Harmony/Theory/Musicianship IV (4.0)
3.0 Lecture, 3.0 Lab. Continuation of Music 3C. Analysis and composition. MUS 3A, 3B, 3C and 3D must be taken in sequence. (C-ID: MUS 150) PREREQUISITE: Music 3C (Standard Letter Grade.) Effective: Spring 2021.

MUS 4A—Beginning Piano (3.0) A new version of this course will be effective Fall 2020
2.0 Lecture, 3.0 Lab. Introduction to music fundamentals and keyboard technique. Development of beginning keyboard skills including note reading in bass and treble clef, fingering, rhythm, key signatures, primary chords and inversions. ADVISORY: Must be taken in sequence. (Standard Letter Grade.) Effective: Spring 2019 to Fall 2020.

MUS 4A—Beginning Piano (3.0)
2.0 Lecture, 3.0 Lab. Introduction to music fundamentals and keyboard technique. Development of beginning keyboard skills including note reading in bass and treble clef, fingering, rhythm, key signatures, primary chords and inversions. ADVISORY: Must be taken in sequence. This course offered as a hybrid course. (C-ID MUS 170) (Standard Letter Grade.) Effective: Fall 2020.

MUS 4B—Beginning Piano (2.0) A new version of this course will be effective Fall 2020
1.0 Lecture, 3.0 Lab. Continuation of Music 4A. Introduction to music fundamentals and keyboard technique. Development of beginning keyboard skills including note reading in bass and treble clef, fingering, rhythm, key signatures, primary chords and inversions. ADVISORY: Music 4A (Standard Letter Grade.) Effective: Spring 2016 to Fall 2020.

MUS 4B—Beginning Piano (2.0)
1.0 Lecture, 3.0 Lab. Continuation of Music 4A. Introduction to music fundamentals and keyboard technique. Development of beginning keyboard skills including note reading in bass and treble clef, fingering, rhythm, key signatures, primary chords and inversions. ADVISORY: Music 4A or instructor recommendation. Student must be able to demonstrate knowledge of material covered in Mus4A. (C-ID MUS 171) (Standard Letter Grade.) Effective: Fall 2020.

MUS 5A—Intermediate Piano (2.0) A new version of this course will be effective Fall 2020
1.0 Lecture, 3.0 Lab. Development of intermediate keyboard skills through means of scales, chords, and technical studies. Continuation of music fundamentals and beginning keyboard harmony; introduction of easier classical and standard piano literature. ADVISORY: Music 4B (Standard Letter Grade.) Effective: Spring 2016 to Fall 2020.

MUS 5A—Intermediate Piano (2.0)
1.0 Lecture, 3.0 Lab. Development of intermediate keyboard skills through means of scales, chords, and technical studies. Continuation of music fundamentals and beginning keyboard harmony; introduction of easier classical and standard piano literature. ADVISORY: Music 4B or instructor recommendation. Student must demonstrate knowledge of material covered in Mus 4B. (C-ID MUS 172) (Standard Letter Grade.) Effective: Fall 2020.

MUS 5B—Intermediate Piano (2.0) A new version of this course will be effective Fall 2020
1.0 Lecture, 3.0 Lab. Development of intermediate keyboard skills through means of scales, chords and technical studies. Continuation of music fundamentals and beginning keyboard harmony; introduction of easier classical and standard piano literature. ADVISORY: Music 5A (Standard Letter Grade.) Effective: Spring 2016 to Fall 2020.

MUS 5B—Intermediate Piano (2.0)
1.0 Lecture, 3.0 Lab. Development of intermediate keyboard skills through means of scales, chords and technical studies. Continuation of music fundamentals and beginning keyboard harmony; introduction of easier classical and standard piano literature. ADVISORY: Music 5A or instructor recommendation. Student must demonstrate knowledge material covered in Mus 5A. (Standard Letter Grade.) Effective: Fall 2020.

MUS 5C—Advanced Piano (2.0) A new version of this course will be effective Fall 2020
1.0 Lecture, 3.0 Lab. Development of advanced keyboard skills through means of scales, chords and technical studies. Continuation of music fundamentals and keyboard harmony; introduction of moderately difficult classical and standard piano literature. ADVISORY: Music 5B (Standard Letter Grade.) Effective: Spring 2016 to Fall 2020.

MUS 5C—Advanced Piano (2.0)
1.0 Lecture, 3.0 Lab. Development of advanced keyboard skills through means of scales, chords and technical studies. Continuation of music fundamentals and keyboard harmony; introduction of moderately difficult classical and standard piano literature. ADVISORY: Music 5B or instructor recommendation. Student must demonstrate knowledge on material covered in Mus 5B. (Standard Letter Grade.) Effective: Fall 2020.

MUS 5D—Advanced Piano (2.0) A new version of this course will be effective Fall 2020

1.0 Lecture, 3.0 Lab. Development of advanced keyboard skills through means of scales, chords and technical studies. Continuation of music fundamentals and keyboard harmony; introduction of moderately difficult classical and standard piano literature. ADVISORY: Music 5C (Standard Letter Grade.) Effective: Spring 2016 to Fall 2020.

MUS 5D—Advanced Piano (2.0)
1.0 Lecture, 3.0 Lab. Development of advanced keyboard skills through means of scales, chords and technical studies. Continuation of music fundamentals and keyboard harmony; introduction of moderately difficult classical and standard piano literature. ADVISORY: Music 5C or instructor recommendation. Student must demonstrate knowledge of material covered in MUS 5C. (Standard Letter Grade.) Effective: Fall 2020.

MUS 6—Introduction to World Music (3.0) A new version of this course will be effective Fall 2021
3.0 Lecture. This course explores a broad and diverse survey of different non Western music cultures, helping students develop listening skills to identify, distinguish and appreciate the elements and richness of each culture's music. The course will cover a rich diversity of styles through informed listening, analysis and discernment of musical elements, form and repertoire. Music of various cultures will be explored, for example: India, China, Japan, the Middle East, Indonesia, Africa, Europe and the Americas. (Standard Letter Grade.) Effective: Fall 2014 to Fall 2021.

MUS 6—Introduction to World Music (3.0)
3.0 Lecture. This course explores a broad and diverse survey of different non Western music cultures, helping students develop listening skills to identify, distinguish and appreciate the elements and richness of each culture's music. The course will cover a rich diversity of styles through informed listening, analysis and discernment of musical elements, form and repertoire. Music of various cultures will be explored, for example: India, China, Japan, the Middle East, Indonesia, Africa, Europe and the Americas. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2021.

MUS 7—Songwriting and Composition (3.0)
3.0 Lecture. This course is an introduction to modern song writing techniques. Students will learn to create their own musical compositions. Students will also gain a historical understanding of the wide diverse practices, both culturally and technically that apply to songwriting and composition. Approaches to contemporary issues in song writing including development of melodic, lyrical, and rhythmic ideas will be studied. In addition, students will learn strategies for promoting their songs in the contemporary music marketplace, as well as basic concepts of intellectual property right protection. While recommended, no prior formal musical education is required. (Standard Letter Grade.) Effective: Fall 2019.

MUS 8A—Beginning Voice (2.0) A new version of this course will be effective Spring 2021
1.0 Lecture, 3.0 Lab. Development of techniques in the art of singing and interpreting serious music in various styles. Study of the basic techniques of tone production, breathing and related skills. Basic repertoire development. ADVISORY: Continues in sequence or by demonstrated proficiency. (Standard Letter Grade.) Effective: Spring 2016 to Spring 2021.

MUS 8A—Beginning Voice (2.0)
1.0 Lecture, 3.0 Lab. Development of techniques in the art of singing and interpreting serious music in various styles. Study of the basic techniques of tone production, breathing and related skills. Basic repertoire development. ADVISORY: Continues in sequence or by demonstrated proficiency. (Standard Letter Grade.) Effective: Spring 2021.

MUS 8B—Beginning Voice (2.0) A new version of this course will be effective Spring 2021
1.0 Lecture, 3.0 Lab. Development of techniques in the art of singing and interpreting serious music in various styles. Study of the basic techniques of tone production, breathing and related

skills. Basic repertoire development. ADVISORY: Music 8A or demonstrated proficiency. (Standard Letter Grade.) Effective: Spring 2016 to Spring 2021.

MUS 8B—Beginning Voice (2.0)
1.0 Lecture, 3.0 Lab. Development of techniques in the art of singing and interpreting serious music in various styles. Study of the basic techniques of tone production, breathing and related skills. Basic repertoire development. ADVISORY: Music 8A or demonstrated proficiency. (Standard Letter Grade.) Effective: Spring 2021.

MUS 8C—Intermediate Voice (2.0)
1.0 Lecture, 3.0 Lab. Development of techniques in the art of singing and interpreting serious music in various styles. Study of the basic techniques of tone production, breathing and related skills. Basic repertoire development. ADVISORY: Music 8B or demonstrated proficiency. (Standard Letter Grade.) Effective: Spring 2016.

MUS 8D—Intermediate Voice (2.0)
1.0 Lecture, 3.0 Lab. Development of techniques in the art of singing and interpreting serious music in various styles. Study of the basic techniques of tone production, breathing and related skills. Basic repertoire development. ADVISORY: Music 8C or demonstrated proficiency. (Standard Letter Grade.) Effective: Spring 2016.

MUS 9A—Guitar (2.0) A new version of this course will be effective Fall 2020
1.0 Lecture, 3.0 Lab. An introduction to playing the guitar. Basic staff notation, correct fingering and chord arpeggios are covered. Emphasis is also placed on developing musical listening skills. Students must provide their own guitars. ADVISORY: Students must provide their own guitars. (Standard Letter Grade.) Effective: Fall 2015 to Fall 2020.

MUS 9A—Guitar (2.0)
1.0 Lecture, 3.0 Lab. An introduction to playing the guitar. Basic staff notation, correct fingering and chord arpeggios are covered. Emphasis is also placed on developing musical listening skills. Students must provide their own guitars. ADVISORY: Students must provide their own guitars. (Standard Letter Grade.) Effective: Fall 2020.

MUS 9B—Guitar (2.0) A new version of this course will be effective Spring 2021
1.0 Lecture, 3.0 Lab. An introduction to playing the guitar. Basic staff notation, correct fingering and chord arpeggios are covered. Emphasis is also placed on developing musical listening skills. Students must provide their own guitars. ADVISORY: Music 9A; students must provide their own guitars. (Standard Letter Grade.) Effective: Fall 2015 to Spring 2021.

MUS 9B—Guitar (2.0)
1.0 Lecture, 3.0 Lab. Development of intermediate guitar.Staff notation, correct fingering, tremolo and chord arpeggios are covered. Emphasis is also placed on developing musical listening skills. Students must provide their own guitars. ADVISORY: Music 9A; students must provide their own guitars. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

MUS 11A—Applied Music/Piano (0.5-2.0) A new version of this course will be effective Spring 2021
1.5-6.0 Lab. Individual studio instruction in piano for the development of performance skills. Each week students will take individual lessons and complete an on-campus practice appropriate for the number of units taken. Additionally, each semester students will perform at least once for a juried performance for a faculty committee as a final exam. Designed for Music majors who are able to perform at college level. May be taken for a maximum total of 2 units. (C-ID: MUS 160) ADVISORY: Concurrent enrollment in MUS 3A, MUS 3B, MUS 3C or MUS 3D. (Standard Letter Grade.) Effective: Spring 2014 to Spring 2021.

MUS 11A—Applied Music/Piano (0.5-2.0)

1.5-6.0 Lab. Individual studio instruction in piano for the development of performance skills. Each week students will take individual lessons and complete an on-campus practice appropriate for the number of units taken. Additionally, each semester students will perform at least once for a juried performance for a faculty committee as a final exam. Designed for Music majors who are able to perform at college level. May be taken for a maximum total of 2 units. (C-ID: MUS 160) ADVISORY: Concurrent enrollment in MUS 3A, MUS 3B, MUS 3C or MUS 3D. (Standard Letter Grade.) Effective: Spring 2021.

MUS 11B—Applied Music/Guitar (0.5-2.0)
1.5-6.0 Lab. Individual studio instruction in Guitar for the development of performance skills. Each week students will take individual lessons and complete an on-campus practice appropriate for the number of units taken. Additionally, each semester students will perform at least once for a juried performance for a faculty committee as a final exam. Designed for Music majors who are able to perform at college level. May be taken for a maximum total of 2 units. (C-ID: MUS 160) ADVISORY: Concurrent enrollment in MUS 3A, MUS 3B, MUS 3C or MUS 3D. (Standard Letter Grade.) Effective: Spring 2014.

MUS 12—Vocal Ensemble (1.0-4.0) A new version of this course will be effective Spring 2021
3.0-12.0 Lab. The Vocal Ensemble class will focus on popular and alternative commercial music and will include rehearsals with individual and group performances with a backup band. The evening Vocal Ensemble will study, rehearse and perform choral music in a broad spectrum of musical genres and styles. Included will be the study of vocal and rehearsal techniques as they relate to ensemble performance. (C-ID MUS 185) (Standard Letter Grade.) Effective: Spring 2015 to Spring 2021.

MUS 12—Vocal Ensemble (1.0-4.0)
3.0-12.0 Lab. The Vocal Ensemble class will focus on popular and alternative commercial music and will include rehearsals with individual and group performances with a backup band. The evening Vocal Ensemble will study, rehearse and perform choral music in a broad spectrum of musical genres and styles. Included will be the study of vocal and rehearsal techniques as they relate to ensemble performance. (Standard Letter Grade.) Effective: Spring 2021.

MUS 14—Instrumental Ensemble (1.0-4.0) A new version of this course will be effective Spring 2021
3.0-12.0 Lab. Instruction for the experienced musician with emphasis on the study and performance of a wide variety of musical styles from Renaissance to 20th Century music for traditional ensembles, and extensive consideration of contemporary commercial and alternative repertoire, and performance techniques for popular ensembles. This course was previously listed as MUS 14A. (C-ID: MUS 180) (Standard Letter Grade.) Effective: Spring 2015 to Spring 2021.

MUS 14—Instrumental Ensemble (1.0-4.0)
3.0-12.0 Lab. Instruction for the experienced musician with emphasis on the study and performance of a wide variety of musical styles from Renaissance to 20th Century music for traditional ensembles, and extensive consideration of contemporary commercial and alternative repertoire, and performance techniques for popular ensembles. This course was previously listed as MUS 14A. (C-ID: MUS 180) (Standard Letter Grade.) Effective: Spring 2021.

MUS 15—Music Appreciation (3.0)
3.0 Lecture. This course is designed to acquaint the students with the elements of music and the primary musical periods of traditional Western European classical music. Students will have a brief overview of the major composers and their music through class lectures, listening to musical examples in class, reading the text, listening to musical examples provided on the student CDs or recordings, actively engaging in class discussions, attending live concerts of suggested performances, and completing research papers and/or oral presentations pertinent to the course material. (C-ID MUS 100) (Standard Letter Grade.) Effective: Spring 2019.

MUS 16A—Introduction to Audio Recording Techniques (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. Survey of basic audio recording techniques and materials including acoustics, signal flow, block diagrams, cue systems, punch-ins, microphones and mic placement, frequency response, reverb, delay and outboard effects, stereo mixing, pre-mixing and actual recording. (Standard Letter Grade.) Effective: Fall 2015 to Spring 2021.

MUS 16A—Introduction to Audio Recording Techniques (3.0)
3.0 Lecture. Survey of basic audio recording techniques and materials including acoustics, signal flow, block diagrams, cue systems, punch-ins, microphones and mic placement, frequency response, reverb, delay and outboard effects, stereo mixing, pre-mixing and actual recording. (Standard Letter Grade.) Effective: Spring 2021.

MUS 17—Music Fundamentals (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. An introduction to the notation and fundamental theoretical elements of Western music, demonstrated through a variety of styles, covering: pitch and rhythm concepts and structures, basic formal elements, and fundamental musicianship. Development of skills in handwritten notation is expected. In addition, interpreting music, written and aurally, with regard to its broad historical and cultural context will be covered, and critiquing different musical genres and styles in order to make aesthetic judgments about them by applying criteria from the knowledge and principles of music theory learned in class. (Standard Letter Grade.) Effective: Spring 2020 to Spring 2021.

MUS 17—Music Fundamentals (3.0)
3.0 Lecture. An introduction to the notation and fundamental theoretical elements of Western music, demonstrated through a variety of styles, covering: pitch and rhythm concepts and structures, basic formal elements, and fundamental musicianship. Development of skills in handwritten notation is expected. In addition, interpreting music, written and aurally, with regard to its broad historical and cultural context will be covered, and critiquing different musical genres and styles in order to make aesthetic judgments about them by applying criteria from the knowledge and principles of music theory learned in class. (Standard Letter Grade.) Effective: Spring 2021.

MUS 21—Electronic Music, Sound Design (3.0)
2.0 Lecture, 3.0 Lab. Fundamentals of electronic music synthesis using computers. Midi sequencing, digital sound processing, sampling, digital multi-track recording utilizing the college's state of the art midi studio. (C-ID MUS 100X) ADVISORY: Eligible for English 250, 260 and Mathematics 205. (Standard Letter Grade.) Effective: Fall 2013.

MUS 22—Field Work and Service (0.5-1.0)
1.5-3.0 TBA. 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. (Pass/No Pass.) Effective: Spring 2011.

MUS 23—Independent Study (1.0-2.0)
3.0-6.0 TBA. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2011.

MUS 98—Special Topics (0.5-3.0)
0.5-3.0 Lecture. Special topics courses examine current problems or issues of interest to students within a specific discipline area. For topical content information, consult with appropriate

department chairperson. For transfer status, check with a counselor. This course may have the option of a letter grade or pass/no pass. (Option of a standard letter grade or Pass/no pass.) Effective: Summer 2011.

MUS 190—Occupational Work Experience/Commercial Music (1.0-4.0)
3.3-16.7 Lab. 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. Student repetition is allowed per Title 5 Section 55253. Minimum 2.00 GPA. REQUIRED: Declared vocational major. (Pass/No Pass.) Effective: Fall 2016.

Non Credit

Non Credit



Non Credit Certificate: ESL Advanced Level

Courses are designed to meet the needs of students whose first language is other than English. The mission of ESL programs for adults in California is to equip students with the language and cultural proficiencies required for the eventual fulfillment of personal, vocational, academic, and citizenship for participation in American society. This certificate is awarded to ESL students who have achieved an advanced level of competency in reading, writing, and speaking in English. Courses are designed to meet the needs of students whose first language is other than English. The mission of ESL programs for adults in California is to equip students with the language and cultural proficiencies required for the eventual fulfillment of personal, vocational, academic, and citizenship for participation in American society. This certificate is awarded to ESL students who have achieved an advanced level of competency in reading, writing, and speaking in English.

Non Credit Certificate: ESL for Childcare

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Students completing this program will gain a foundation in the oral and written skills in English within the context of child care and parenting. This program will give students practice in listening, speaking, reading, and writing for the purpose of communicating with and about children at various stages of development. This certificate is awarded to ESL students who have completed introductory courses in ESL for Child Care.

Required courses. **Units:** 6

ESL 712	NC ESL for Child Care Part I	3

ESL 713	NC ESL for Child Care Part II	3

Total: 6

Non Credit Certificate: ESL Citizenship

Students completing this program will gain a foundation in the oral and written English skills that are needed to pass the United States Citizenship Exam. This program will also give students a background in U.S. history and American government as they relate to the U.S. Citizenship Exam. This certificate is awarded to students who have completed the two ESL Citizenship courses.

Units: 2-12

ESL 702A	ESL Citizenship	1-6
ESL 702B	ESL Citizenship	1-6

Total: 2-12

Non Credit Certificate: Computer/Business ESL - Computer Applications

Students completing this program will gain a foundation in the basics of establishing and running a business and how to use computer applications in a professional setting. This program will give students an introduction to keyboarding, using the internet, creating a website, and using presentation, spreadsheet, and word processing software. They will also be introduced to entrepreneurship and how to run a small business. This certificate is awarded to ESL students who have completed introductory courses in Computer Applications and Business.

Computer Applications and Business **Units:** 2-3.5

ESL 707	NC Presentation Basics for ESL Students	0.5
ESL 709	NC Excel Basics for ESL Students	0-0.5
ESL 710	NC Word Processing Basics for ESL Students	0.5
ESL 705	NC Keyboarding Basics for ESL Students	1
OR		
ESL 706	NC Computer and Internet Basics for ESL Students	0.5
OR		
ESL 708	NC Website Design Basics for ESL Students	0.5
OR		
ESL 711	NC ESL Basics for YOUR Business	2

Total: 2-3.5

Non Credit Certificate: Computer/Business ESL - Business Basics

Students completing this program will gain a foundation in the basics of establishing and running a business and creating a website. This certificate is awarded to ESL students who have completed introductory courses in Business and Website Design.

Required Courses: **Units:** 9

ESL 708	NC Website Design Basics for ESL Students	0-9
AND		
ESL 711	NC ESL Basics for YOUR Business	0

Total: 9

Non Credit Certificate: Intermediate ESL

Courses are designed to meet the needs of students whose first language is other than English. The mission of ESL programs for adults in California is to equip students with the language and cultural proficiencies required for the eventual fulfillment of personal, vocational, academic, and citizenship for participation in American society. This certificate is awarded to ESL students who have achieved an intermediate level of competency in reading, writing, and speaking in English.

Listening and Speaking Skills **Units:** 0-12

ELECTIVES (based on placement):

ESL 728	NC Beginning ESL Listening, Speaking	0-6
ESL 738	NC Integrated Listening, Speaking II	0-6

Reading, Writing, and Grammar Skills **Units:** 0-12

ELECTIVES (based on placement):

ESL 727	NC Beginning ESL Reading, Writing	0-6
ESL 737	NC Integrated Reading, Writing II	0-6

CORE Courses (Students must complete ESL 741, 742, and 743 OR 747 and 748 to obtain the certificate.) **Units:** 12

ESL 741	NC Intermediate ESL Listening, Speaking II	0-4
ESL 742	NC Intermediate ESL Reading, Vocabulary II	0-3
ESL 743	NC Intermediate ESL Grammar, Writing II	0-5
OR		
ESL 747	NC Integrated Reading, Writing III	0-6
ESL 748	NC Integrated Listening, Speaking III	0-6

Total: 0-36

Non Credit Certificate: ESL Life Skills

Courses are designed to meet the needs of students whose first language is other than English. The mission of ESL programs for adults in California is to equip students with the language and cultural proficiencies required for the eventual fulfillment of personal, vocational, academic, and citizenship for participation in American society.

Select 2 to 6 courses from the following list, based on placement (216 - 612 hours). **Units:** 0-22

ELECTIVES (based on placement):

ESL 775	ESL Literacy I	0-5
ESL 776	ESL Literacy II	0-5
ESL 784	NC ESL Lifeskills 1A	0-6
ESL 785	NC ESL Lifeskills 1B	0-6

CORE Courses:

ESL 786	NC ESL Lifeskills 2A	6
ESL 787	NC ESL Lifeskills 2B	6

NOTE: Core courses are ESL 786 and 787, Students cannot obtain the certificate if they do not complete these courses. **Units:**

Total Hours for the Certificate:: 216 - 612 Hours

Total: 12-34

Non Credit Certificate: Vocational ESL

The mission of ESL programs for adults in California is to equip students with the language and cultural proficiencies required for the eventual fulfillment of personal, vocational, academic, and citizenship for participation in American society. The Vocational ESL Certificate is a content-based integrated skills program for ESL students who want to prepare for immediate language improvement in workplace settings. Students expand their language skills within the context of the vocational situations while also developing the soft skills needed in the workplace. The Vocational ESL Certificate focuses on vocabulary and communication skills that are integral to successful job performance.

Program Requirements: **Units:** 2-20

ESL 704A	ESL for the Workplace	1-10
ESL 704B	ESL in the Workplace	1-10

Total: 2-20

Non Credit Certificate: GED

The GED Preparation Certification provides students with basic education skills and test taking strategies which will enable them complete any high school equivalency examination. Additionally, the ancillary course will provide them with additional skills that will prepare them for a work setting. Completing the exam enables a student to receive high school equivalency certification from the State of California. The equivalency certificate and the career preparation course will prepare students for positions that require a high school diploma or equivalent.

CORE courses: **Units:** 36-324

ENGL 756	GED Preparation	1-8
AH 793	Personal and Career Development	1-10

Core courses are ENGL 756 and AH 793. Students cannot obtain the certificate if they do not complete these courses. **Units:**

Total: 36-324

Non Credit Certificate: Welding Technology

The Welding Technology program provides students with entry-level skills required for employment in the welding and metal works industries, including construction, manufacturing, transportation, and agriculture. The program provides training in a variety of welding methods including SMAW, OFC, PAC, OAW, GMAW, FCAW and GTAW. Interested students can pursue the American Welding Society skills certification options.

PROGRAM REQUIREMENTS (162 Hours): **Units:** 0

WELD 701	Beginning Welding	0
WELD 702	Intermediate Welding	0
WELD 703	Basic Blueprints	0

Total: 0

Non Credit Certificate: Small Business Development

This certificate will provide students in the non credit program with the background and training needed to help them become a successful small business owner. It is designed to help plan, implement, manage, and/or grow a small business. The courses will combine to provide foundational skills in marketing, accounting, and business planning. Managing projects is also an important skill set for small businesses. This program will be offered in both English and Spanish.

Core Requirements **Units:** 54

BUS 700	Entrepreneurship	15
BUS 701	Small Business Ownership	15
BUS 710	Project Management	24

Total: 54

BUS 1—Fundamentals of Business (3.0)
3.0 Lecture. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019.

BUS 11—Statistics for Business and Economics (4.0) A new version of this course will be effective Fall 2020
4.0 Lecture. The use of probability techniques, hypothesis testing, and predictive techniques to facilitate decision-making. Topics include descriptive statistics; probability and sampling distributions; statistical inference; correlation and linear regression; analysis of variance, chi-square and t-tests; statistical analysis including the interpretation of the relevance of the statistical findings. Applications using data from disciplines including business, social science, psychology, life science, health science, and education. Additional and more extensive case studies from business and economics, emphasizing statistical results that provide guidance for business decisions or suggest solutions to contemporary business and economic problems; use of larger data sets analyzed with computer software programs. PREREQUISITE: Math 233, or Math 233A and Math 233B, or Math 235, or Math 240, or Math 242 with a grade of "C" or better. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2016 to Fall 2020.

BUS 11—Statistics for Business and Economics (4.0)
4.0 Lecture. The use of probability techniques, hypothesis testing, and predictive techniques to facilitate decision-making. Topics include descriptive statistics; probability and sampling distributions; statistical inference; correlation and linear regression; analysis of variance, chi-square and t-tests; statistical analysis including the interpretation of the relevance of the statistical findings. Applications using data from disciplines including business, social science, psychology, life science, health science, and education. Additional and more extensive case studies from business

and economics, emphasizing statistical results that provide guidance for business decisions or suggest solutions to contemporary business and economic problems; use of larger data sets analyzed with computer software programs. (C-ID: MATH 110) This course is also listed as ECON 11. PREREQUISITE: Intermediate Algebra or the equivalent. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2020.

BUS 14—Personal Finance (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. This course is designed to assist individuals to analyze their financial affairs for lifelong decision making. Elements and concepts of financial planning and decision making in the areas of budgeting, taxes, borrowing, money management, insurance, investments, retirement, and estate planning will be examined. This course is also listed as ECON 14. This course has the option of a letter grade or pass/no pass. ADVISORY: Math 400 (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2015 to Fall 2020.

BUS 14—Personal Finance (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. This course is designed to assist individuals to analyze their financial affairs for lifelong decision making. Students examine the social, psychological, and physiological issues related to planning and managing a personal financial plan. Topics include goal setting, budgeting, taxes, borrowing, money management, insurance, investments, retirement, estate planning, and the financial impact of major life events such as marriage and divorce will be examined. This course is also listed as ECON 14. Prerequisite: Skills and knowledge equivalent to Algebra 1 or as determined by the math placement process. (Standard Letter Grade.) Effective: Fall 2020 to Spring 2021.

BUS 14—Personal Finance (3.0)
3.0 Lecture. This course is designed to equip students with specific knowledge and skills enabling them to make sound financial decisions over the course of their life, in order to build and maintain wealth. Students will develop quantitative reasoning and critical analysis abilities, and will apply them to topics including: budgeting, time value of money calculations, financial planning, retirement planning, tax planning and related calculations, investing, credit and credit cards, insurance, and estate planning. Students will take a hands-on approach to learning by using mathematical reasoning and formulae to solve problems and complete projects. Instructors will provide student-centered activity-based instruction, which emphasizes the conceptual understanding and skills of mathematics and quantitative reasoning to develop competence and confidence in problem solving abilities. This course is also listed as ECON 14. Prerequisite: Skills and knowledge equivalent to Algebra 1 or as determined by the math placement process. (Standard Letter Grade.) Effective: Spring 2021.

BUS 22—Field Work and Service (0.5-1.0)
1.5-3.0 TBA. 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. Previously listed as GBUS 22. REQUIRED: Learning contracts must be filled out and signed by the student and the supervising instructor. (Pass/No Pass.) Effective: Fall 2010.

BUS 23—Independent Study (1.0-2.0)
3.0-6.0 TBA. Designed to afford selected students specialized opportunities for exploring areas at the independent study level. The courses may involve extensive library work, research in the community, or special projects. May be repeated until six units of credit are accrued. This course has the option of a letter grade or pass/no pass. Previously listed as GBUS 23. REQUIRED: The study outline prepared by the student and the instructor must be filed with the department and the dean. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2010.

BUS 80—Business Law (3.0) A new version of this course will be effective Fall 2020

3.0 Lecture. Introduction to the law applicable to business institutions and their operations; social forces and their effect upon the development of law; sources of law, agencies for enforcement, and court procedure and administration agencies. Substantive law, that law which includes rights and duties, will include contracts, agency employment relationships, torts and crimes. This course has the option of a letter grade or pass/no pass. Previously listed as GBUS 80. (C-ID: BUS 125) ADVISORY: Eligible for English 250 and English 260. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2015 to Fall 2020.

BUS 80—Business Law (3.0)
3.0 Lecture. Introduction to the law applicable to business institutions and their operations; social forces and their effect upon the development of law; sources of law, agencies for enforcement, and court procedure and administration agencies. Substantive law, that law which includes rights and duties, will include contracts, agency employment relationships, torts and crimes. This course has the option of a letter grade or pass/no pass. Previously listed as GBUS 80. (C-ID: BUS 125) ADVISORY: Eligible for English 250 and English 260. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2020.

BUS 100—Business Correspondence (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. Using word processing software, students will plan, compose, and revise a variety of business documents including letters, emails, reports, and memos. Messages will be analyzed to develop correspondence that is appropriate to the target audience and that is effective and professional. Using presentation graphics software, students will prepare professional level oral reports for a variety of business situations. Also listed as BOT 100. ADVISORY: Eligible for ENGL 250 and ENGL 260. (Standard Letter Grade.) Effective: Spring 2017 to Fall 2020.

BUS 100—Effective Written and Oral Business Communication (3.0)
3.0 Lecture. This course teaches the principles of effective communication as it is applied to the creation of business letters, memos, emails, resumes, and written and oral reports for a variety of business situations. Students will plan, organize, compose, and revise a variety of business documents using word processing software for written documents and presentation graphics software to create and deliver professional level oral reports for a variety of business situations. Also listed as BUS 100. (C-ID BUS 115.) PREREQUISITE: ENGL 1A. (Standard Letter Grade.) Effective: Fall 2020.

BUS 102—Business Mathematics (3.0) This course will be discontinued effective Fall 2020
3.0 Lecture. Basic concepts of business mathematics with emphasis on problem solving. Covers arithmetic fundamentals, business applications, percentages, merchandising, accounting, and measuring business performance and success. This course has the option of a letter grade or pass/no pass. ADVISORY: Eligible for Mathematics 402 and English 260. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2014 to Fall 2020.

BUS 190—Occupational Work Experience/General Business (1.0-4.0)
3.3-16.7 Lab. 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. Student repetition is allowed per Title 5 Section 55253. Minimum 2.00 GPA. REQUIRED: Declared vocational major. (Pass/No Pass.) Effective: Fall 2016.

BUS 210—Project Management (3.0)
3.0 Lecture. This course will provide students with the project management tools and methods needed to initiate, manage and complete projects. Microsoft Project software will be used. ADVISORY: Knowledge and use of Microsoft Excel or equivalent. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2020.

BUS 700—Entrepreneurship (0.0) A new version of this course will be effective Summer 2021

0.8 Lecture. This course is designed to help students examine their own entrepreneurial skills and gain new ones through introspection. With interactive activities students will learn how to generate, develop and evaluate their own business ideas. In this course students will also be introduced to the concepts of innovative and social entrepreneurship. (Non Credit.) Effective: Summer 2020 to Summer 2021.

BUS 700—Entrepreneurship (0.0)
0.8 Lecture. This course is designed to help students examine their own entrepreneurial skills and gain new ones through introspection. With interactive activities students will learn how to generate, develop and evaluate their own business ideas. In this course students will also be introduced to the concepts of innovative and social entrepreneurship. (Non Credit.) Effective: Summer 2021.

BUS 701—Small Business Ownership (0.0) **A new version of this course will be effective Summer 2021**
0.8 Lecture. This course will help students gain the skills and commitment necessary to successfully launch an entrepreneurial venture. Students will learn about effective business planning methods, start-up activities and costs, marketing strategies, and financing options. (Non Credit.) Effective: Summer 2019 to Summer 2021.

BUS 701—Small Business Ownership (0.0)
0.8 Lecture. This course will help students gain the skills and commitment necessary to successfully launch an entrepreneurial venture. Students will learn about effective business planning methods, start-up activities and costs, marketing strategies, and financing options. (Non Credit.) Effective: Summer 2021.

BUS 710—Project Management (0.0)
3.0 Lecture. This course will provide students with an overview of project management tools and methods needed to initiate, manage and complete projects in a variety of fields. This project management class is an abbreviated version of the credit project management course and is not eligible for credit. (Non Credit.) Effective: Fall 2020.

Non Credit Certificate: Workforce Preparation and Success

The Workforce Preparation and Success certificate provides students with a foundation to personal and workplace success which will enhance their ability to obtain and retain employment. The courses together prepare students to effectively communicate, think critically about personal and workplace decisions, enter and navigate a diverse and competitive job market.

LIFE 700	Workforce Preparation and Job Readiness	3-10
AND		
LIFE 701	Workplace Success	3-10

Total: 6-20

LIFE 700—Workforce Preparation and Job Readiness (0.0)
1.0-10.0 Lab. This non-credit course is designed for prospective employees that will assist them in workforce preparation. Students will practice decision making and problems solving skills that can be utilized to enter the workplace. Completers of this course will gain training in preparing for job search and obtainment through a variety of activities that will focus on speaking, listening, reading, and writing. (Non Credit.) Effective: Fall 2020.

LIFE 701—Workplace Success (0.0)
1.0-10.0 Lab. This non-credit course is designed for prospective and/or current employees. Students will practice decision making and problem solving skills that will enhance workplace communication, interpersonal communication, customer service skills, time management, and

organizational skills. Completers of this course will gain training in successfully navigating the workplace through a variety of activities that will focus on speaking, listening, reading, and writing. PREREQUISITE: LIFE 700. (Non Credit.) Effective: Fall 2020.

Courses

AH 743—Healthier Living Through Tobacco Cessation (0.0)
2.0 Lecture. This course is designed to provide the opportunity to obtain valuable education, support, and build the skills necessary to quit tobacco and live a healthier lifestyle. This course will also serve as a preventative measure for those who are considering smoking or using other tobacco related products. Discussion will focus on developing healthy coping skills, learning healthy lifestyle alternatives to smoking, and learning strategies such as Behavioral Modification Techniques and the use of Nicotine Replacement Therapy to help stop smoking. The physiological effects of tobacco on the human body will also be discussed. The course will be offered in both English and Spanish. (Non Credit.) Effective: Spring 2013.

AH 793—Personal and Career Development (0.0)
1.0-10.0 Lab. A wide variety of lectures on general themes offered to students throughout the academic year who want short-formatted content to augment their personal, academic and career development. General themes to be explored are: Communication, Interpersonal Skills, Pre-employment, Decision-Making, Financial Literacy, Career and Personal Development and Self-Management with Nutrition. This noncredit course is a combination of lecture, self-assessments, group activities and individual modules. (Non Credit.) Effective: Spring 2016.

BUS 700—Entrepreneurship (0.0) A new version of this course will be effective Summer 2021
0.8 Lecture. This course is designed to help students examine their own entrepreneurial skills and gain new ones through introspection. With interactive activities students will learn how to generate, develop and evaluate their own business ideas. In this course students will also be introduced to the concepts of innovative and social entrepreneurship. (Non Credit.) Effective: Summer 2020 to Summer 2021.

BUS 700—Entrepreneurship (0.0)
0.8 Lecture. This course is designed to help students examine their own entrepreneurial skills and gain new ones through introspection. With interactive activities students will learn how to generate, develop and evaluate their own business ideas. In this course students will also be introduced to the concepts of innovative and social entrepreneurship. (Non Credit.) Effective: Summer 2021.

BUS 701—Small Business Ownership (0.0) A new version of this course will be effective Summer 2021
0.8 Lecture. This course will help students gain the skills and commitment necessary to successfully launch an entrepreneurial venture. Students will learn about effective business planning methods, start-up activities and costs, marketing strategies, and financing options. (Non Credit.) Effective: Summer 2019 to Summer 2021.

BUS 701—Small Business Ownership (0.0)
0.8 Lecture. This course will help students gain the skills and commitment necessary to successfully launch an entrepreneurial venture. Students will learn about effective business planning methods, start-up activities and costs, marketing strategies, and financing options. (Non Credit.) Effective: Summer 2021.

BUS 710—Project Management (0.0)
3.0 Lecture. This course will provide students with an overview of project management tools and methods needed to initiate, manage and complete projects in a variety of fields. This project management class is an abbreviated version of the credit project management course and is not eligible for credit. (Non Credit.) Effective: Fall 2020.

ENGL 748—Development of Writing Skills (0.0)

1.0 Lab. A series of workshops and directed learning activities allowing individuals to study specific writing strategies and points of grammar and punctuation use. Individuals develop a plan of study as suggested by instructor recommendation and diagnostic assessment. (Non Credit.) Effective: Fall 2014.

ENGL 749—Writers' Workshop (0.0) A new version of this course will be effective Summer 2021

1.0-4.0 Lab. 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. (Non Credit.) Effective: Summer 2016 to Summer 2021.

ENGL 749—Writers' Workshop (0.0)

1.0-3.0 Lab. Writers' Workshop is an open enrollment class, allowing life-long learners and students from any discipline to participate in facilitated writing, reading, and feedback activities, using best communication protocols. Activities may include generative writing games, freewriting prompts, mindfulness and contemplative practices, reader response work, and an examination of social problems and solutions through research, writing, revision, performance, publication, and interaction with visiting writers and scholars. (Non Credit.) Effective: Summer 2021.

ENGL 756—High School Equivalency/GED Preparation (0.0) A new version of this course will be effective Summer 2020

1.0-8.0 Lab. 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. (Non Credit.) Effective: Spring 2015 to Summer 2020.

ENGL 756—High School Equivalency/GED Preparation (0.0)

1.0-8.0 Lab. 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. (Non Credit.) Effective: Summer 2020.

ESL 702A—ESL Citizenship (0.0) A new version of this course will be effective Summer 2020

1.0-6.0 Lecture. 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. (Non Credit.) Effective: Spring 2019 to Summer 2020.

ESL 702A—ESL Citizenship (0.0)

1.0-6.0 Lecture. 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. (Non Credit.) Effective: Summer 2020.

ESL 702B—ESL Citizenship (0.0) A new version of this course will be effective Fall 2020

1.0-6.0 Lecture. 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 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 American Government with the review of the Constitution, the study of the branches of government and state/local governments. (Non Credit.) Effective: Spring 2019 to Fall 2020.

ESL 702B—ESL Citizenship (0.0)
1.0-6.0 Lecture. 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 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 American Government with the review of the Constitution, the study of the branches of government and state/local governments. (Non Credit.) Effective: Fall 2020.

ESL 704A—ESL for the Workplace (0.0)
1.0-10.0 Lab. This is part A of a content-based integrated skills course for ESL students who want to prepare for immediate entry into the job force. Students expand their language skills within the realm of the work world and specific vocational career of interest while also developing the soft skills needed in the workplace. This course is a combination of lecture, lab, and self-paced instruction. This course may be repeated three times. (Non Credit.) Effective: Spring 2016.

ESL 704B—ESL in the Workplace (0.0) A new version of this course will be effective Fall 2020
1.0-10.0 Lab. This is a content-based integrated skills course for ESL students who want to prepare for immediate entry into the job force. Students expand their language skills within the realm of the work world and specific vocational career of interest while also developing the soft skills needed in the workplace. This course is a combination of lecture, lab, and self-paced instruction. ADVISORY: ESL 704A (Non Credit.) Effective: Spring 2016 to Fall 2020.

ESL 704B—ESL in the Workplace (0.0)
1.0-10.0 Lab. This is a content-based integrated skills course for ESL students who want to prepare for immediate entry into the job force. Students expand their language skills within the realm of the work world and specific vocational career of interest while also developing the soft skills needed in the workplace. This course is a combination of lecture, lab, and self-paced instruction. ADVISORY: ESL 704A or ESL Assessment Recommendation (Non Credit.) Effective: Fall 2020.

ESL 705—NC Keyboarding Basics for ESL Students (0.0) A new version of this course will be effective Spring 2020
1.0 Lecture. This self-paced course is designed for ESL students who want to familiarize themselves with the alphabetic keyboard by touch and who want to develop their keyboarding speed. (Non Credit.) Effective: Spring 2018 to Spring 2020.

ESL 705—NC Keyboarding Basics for ESL Students (0.0)
1.5-3.0 Lab. This self-paced course is designed for ESL students who want to familiarize themselves with the alphabetic keyboard by touch and who want to develop their keyboarding speed. (Non Credit.) Effective: Spring 2020.

ESL 706—NC Computer and Internet Basics for ESL Students (0.0) A new version of this course will be effective Spring 2021
1.0 Lecture. This course is for ESL students who have little to no experience with computers and navigating the Internet. This course will introduce students to the parts of a computer, basic desktop tools, browsers, email, security, virus protection, and social media. (Non Credit.) Effective: Spring 2018 to Spring 2021.

ESL 706—NC Computer and Internet Basics for ESL Students (0.0)

0.5 Lecture. This course is for ESL students who have little to no experience with computers and navigating the Internet. This course will introduce students to the parts of a computer, basic desktop tools, browsers, email, security, virus protection, and social media. (Non Credit.) Effective: Spring 2021.

ESL 707—NC Presentation Basics for ESL Students (0.0) A new version of this course will be effective Spring 2021
1.0 Lecture. This course introduces ESL students to presentation graphics using Microsoft Office's "Power Point" software to create a computerized presentation (slide show) with text and objects. (Non Credit.) Effective: Spring 2018 to Spring 2021.

ESL 707—NC Presentation Basics for ESL Students (0.0)
0.5 Lecture. This course introduces ESL students to presentation graphics using presentation software to create a computerized slide show with text and objects. (Non Credit.) Effective: Spring 2021.

ESL 708—NC Website Design Basics for ESL Students (0.0)
1.0 Lecture. This course provides ESL students with a basic introduction to website design, from planning page layouts to publishing a complete site to the web. Students will learn how to use a theme-based website builder to create their own personal or business website. (Non Credit.) Effective: Summer 2018.

ESL 709—NC Excel Basics for ESL Students (0.0) A new version of this course will be effective Spring 2020
1.0 Lecture. This course provides ESL students with an introduction to the terms, commands, and applications of a spreadsheet program. (Non Credit.) Effective: Spring 2018 to Spring 2020.

ESL 709—NC Excel Basics for ESL Students (0.0) A new version of this course will be effective Spring 2021
0.5 Lecture. This course provides ESL students with an introduction to the terms, commands, and applications of a spreadsheet program. (Non Credit.) Effective: Spring 2020 to Spring 2021.

ESL 709—NC Excel Basics for ESL Students (0.0)
0.5 Lecture. This course provides ESL students with an introduction to the terms, commands, and applications of a spreadsheet program. (Non Credit.) Effective: Spring 2021.

ESL 710—NC Word Processing Basics for ESL Students (0.0) A new version of this course will be effective Spring 2020
1.0 Lecture. This course introduces ESL students to the basic word processing skills of creating, saving and printing a document. Students will also learn to cut, copy and paste text, change fonts and styles, and use the spelling, grammar and thesaurus features. (Non Credit.) Effective: Spring 2018 to Spring 2020.

ESL 710—NC Word Processing Basics for ESL Students (0.0) A new version of this course will be effective Spring 2021
0.5 Lecture. This course introduces ESL students to the basic word processing skills of creating, saving and printing a document. Students will also learn to cut, copy and paste text, change fonts and styles, and use the spelling, grammar and thesaurus features. (Non Credit.) Effective: Spring 2020 to Spring 2021.

ESL 710—NC Word Processing Basics for ESL Students (0.0)
0.5 Lecture. This course introduces ESL students to the basic word processing skills of creating, saving and printing a document. Students will also learn to cut, copy and paste text, change fonts and styles, and use the spelling, grammar and thesaurus features. (Non Credit.) Effective: Spring 2021.

ESL 711—NC ESL Basics for YOUR Business (0.0) A new version of this course will be effective Spring 2020
6.0 Lecture. This course is a beginning noncredit ESL course designed to introduce students to some of the basic concepts and vocabulary needed to become an entrepreneur. Students will

review beginning ESL language structures through reading, writing, speaking, listening, and grammar exercises while exploring if entrepreneurship might be for them. Concurrent Noncredit ESL Computer Skills courses such as: Keyboarding Basics, Computer/Internet Basics, Word Processing Basics, Presentation Basics, Website Design Basics, and Excel Basics may be beneficial. (Non Credit.) Effective: Spring 2018 to Spring 2020.

ESL 711—NC ESL Basics for YOUR Business (0.0)
2.0 Lecture. This course is a beginning noncredit ESL course designed to introduce students to some of the basic concepts and vocabulary needed to become an entrepreneur. Students will review beginning ESL language structures through reading, writing, speaking, listening, and grammar exercises while exploring if entrepreneurship might be for them. Concurrent Noncredit ESL Computer Skills courses such as: Keyboarding Basics, Computer/Internet Basics, Word Processing Basics, Presentation Basics, Website Design Basics, and Excel Basics may be beneficial. (Non Credit.) Effective: Spring 2020.

ESL 712—NC ESL for Child Care Part I (0.0)
3.0 Lecture. This high-beginning course develops oral and written communication skills in English within the context of child care and parenting. Students practice listening, speaking, reading, and writing skills for communicating with and about children on topics including day-to-day care, health, and safety. This course is intended for non-native speakers of English who are parents, grandparents, child care providers, preschool teachers, and students of Child Development. ADVISORY: ESL 787 - NC ESL Lifeskills 2B or ESL Assessment Recommendation. (Non Credit.) Effective: Spring 2019.

ESL 713—NC ESL for Child Care Part II (0.0)
3.0 Lecture. This is the second part of a high-beginning course that develops oral and written communication skills in English within the context of child care and parenting. Students practice listening, speaking, reading, and writing skills for communicating with and about children at various stages of development. This course is intended for non-native speakers of English who are parents, grandparents, child care providers, preschool teachers, and students of Child Development. ADVISORY: ESL 787 - NC ESL Lifeskills 2B or ESL Assessment Recommendation. (Non Credit.) Effective: Fall 2018.

ESL 727—NC Integrated Reading, Writing I (0.0) A new version of this course will be effective Fall 2020
6.0 Lecture. 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. (Non Credit.) Effective: Fall 2017 to Fall 2020.

ESL 727—NC Beginning ESL Reading, Writing (0.0) A new version of this course will be effective Spring 2021
6.0 Lecture. This is the first course in a series of integrated skills courses designed to introduce beginning ESL students to academic reading, writing and grammar skills. This beginning course focuses on vocabulary development, basic reading strategies and comprehension, basic grammar and beginning writing skills (sentence level and basic paragraphs.) The aim of this course is to assist beginning level students in becoming more literate while participating in holistic reading and writing activities based on engaging multicultural topics. Prerequisite: ESL 787 - NC ESL Lifeskills 2B or ESL 789 - NC Lifeskills 2 or ESL Assessment Recommendation. (Non Credit.) Effective: Fall 2020 to Spring 2021.

ESL 727—NC Beginning ESL Reading, Writing (0.0)
6.0 Lecture. This is the first course in a series of integrated skills courses designed to introduce beginning ESL students to academic reading, writing and grammar skills. This beginning course focuses on vocabulary development, basic reading strategies and comprehension, basic grammar

and beginning writing skills (sentence level and basic paragraphs.) The aim of this course is to assist beginning level students in becoming more literate while participating in holistic reading and writing activities based on engaging multicultural topics. Prerequisite: ESL 787 - NC ESL Lifeskills 2B or ESL 789 - NC Lifeskills 2 or ESL Assessment Recommendation. (Non Credit.) Effective: Spring 2021.

ESL 728—NC Integrated Listening, Speaking I (0.0) A new version of this course will be effective Fall 2020
6.0 Lecture. This is the first course in a series of integrated skills courses designed to develop the listening, speaking and pronunciation skills of ESL students. Activities which include listening exercises, role-play, pair work, small and large group discussions, interviews, oral presentations and pronunciation drills (focusing on English sounds and rhythm), are presented in the context of relevant, contemporary and intellectually challenging themes. This course is designed especially for students with academic objectives but is highly appropriate for students with personal language goals as well. ADVISORY: ESL Assessment Recommendation (Non Credit.) Effective: Spring 2017 to Fall 2020.

ESL 728—NC Beginning ESL Listening, Speaking (0.0) A new version of this course will be effective Spring 2021
6.0 Lecture. This is the first in a series of integrated skills courses designed to introduce beginning ESL students to academic listening, speaking and pronunciation skills. Activities, which include listening exercises, role-play, pair work, small and large group discussions, interviews, oral presentations and pronunciation drills (focusing on English sounds and rhythm), are presented in the context of relevant, contemporary and intellectually challenging themes. Prerequisite: ESL 787 - NC ESL Lifeskills 2B or ESL 789 - NC Lifeskills 2 or ESL Assessment Recommendation. (Non Credit.) Effective: Fall 2020 to Spring 2021.

ESL 728—NC Beginning ESL Listening, Speaking (0.0)
6.0 Lecture. This is the first in a series of integrated skills courses designed to introduce beginning ESL students to academic listening, speaking and pronunciation skills. Activities, which include listening exercises, role-play, pair work, small and large group discussions, interviews, oral presentations and pronunciation drills (focusing on English sounds and rhythm), are presented in the context of relevant, contemporary and intellectually challenging themes. Prerequisite: ESL 787 - NC ESL Lifeskills 2B or ESL 789 - NC Lifeskills 2 or ESL Assessment Recommendation. (Non Credit.) Effective: Spring 2021.

ESL 731—NC Intermediate ESL Listening, Speaking I (0.0) A new version of this course will be effective Spring 2021
4.0 Lecture. This is the second course in a series of integrated skills courses designed to develop academic listening, speaking and pronunciation skills of low-intermediate ESL students. Activities, which include extended listening exercises, open-ended dialogues, pair and group discussions, oral interviews, and oral reports, are presented in the context of relevant, contemporary and intellectually challenging themes. PREREQUISITE: ESL 528 or ESL 728 or ESL Assessment Recommendation. (Non Credit.) Effective: Fall 2020 to Spring 2021.

ESL 731—NC Intermediate ESL Listening, Speaking I (0.0)
4.0 Lecture. This is the second course in a series of integrated skills courses designed to develop academic listening, speaking and pronunciation skills of low-intermediate ESL students. Activities, which include extended listening exercises, open-ended dialogues, pair and group discussions, oral interviews, and oral reports, are presented in the context of relevant, contemporary and intellectually challenging themes. PREREQUISITE: ESL 528 or ESL 728 or ESL Assessment Recommendation. (Non Credit.) Effective: Spring 2021.

ESL 737—NC Integrated Reading, Writing II (0.0) A new version of this course will be effective Fall 2020
6.0 Lecture. This is the second course in a series of integrated skills courses designed to continue the development of reading, writing, and grammar skills of low-intermediate ESL students. The

course focuses on vocabulary development through the application of different reading strategies to a variety of selections of topics of interest to academically-bound students. It also involves the practice and refinement of sentence and paragraph skills, structure and pronunciation. PREREQUISITE: ESL 727 or ESL Assessment Recommendation (Non Credit.) Effective: Fall 2018 to Fall 2020.

ESL 737—NC Integrated Reading, Writing II (0.0)
6.0 Lecture. This is the second course in a series of integrated skills courses designed to continue the development of reading, writing, and grammar skills of low-intermediate ESL students. The course focuses on vocabulary development through the application of different reading strategies to a variety of selections of topics of interest to academically-bound students. It also involves the practice and refinement of sentence and paragraph skills, structure and pronunciation. PREREQUISITE: ESL 727 or ESL Assessment Recommendation (Non Credit.) Effective: Fall 2020.

ESL 738—NC Integrated Listening, Speaking II (0.0) A new version of this course will be effective Fall 2020
6.0 Lecture. This is the second in a series of integrated skills courses designed to develop the listening, speaking and pronunciation skills of low intermediate ESL students. Activities which include listening exercises, role play, pair work, small and large group discussions, interviews, oral presentations, and pronunciation (focusing on English sounds, rhythm and intonation) are presented in the context of relevant, contemporary and intellectually challenging themes. This course is designed especially for students with academic objectives but is highly appropriate for students with personal language goals as well. PREREQUISITE: ESL 728 or ESL Assessment Recommendation (Non Credit.) Effective: Spring 2019 to Fall 2020.

ESL 738—NC Integrated Listening, Speaking II (0.0)
6.0 Lecture. This is the second in a series of integrated skills courses designed to develop the listening, speaking and pronunciation skills of low intermediate ESL students. Activities which include listening exercises, role play, pair work, small and large group discussions, interviews, oral presentations, and pronunciation (focusing on English sounds, rhythm and intonation) are presented in the context of relevant, contemporary and intellectually challenging themes. This course is designed especially for students with academic objectives but is highly appropriate for students with personal language goals as well. PREREQUISITE: ESL 728 or ESL Assessment Recommendation (Non Credit.) Effective: Fall 2020.

ESL 739—NC Intermediate ESL Reading, Writing I (0.0) A new version of this course will be effective Spring 2021
8.0 Lecture. This is the second course in a series of integrated skills courses designed to develop reading, writing and grammar skills of low-intermediate ESL students. The course focuses on vocabulary development through the application of different reading strategies to a variety of selections of topics of interest to academically-bound students. It also involves the practice and refinement of sentence and paragraph skills, structure, and punctuation. PREREQUISITE: ESL 527 or 727 or ESL Assessment Recommendation. (Non Credit.) Effective: Fall 2020 to Spring 2021.

ESL 739—NC Intermediate ESL Reading, Writing I (0.0)
8.0 Lecture. This is the second course in a series of integrated skills courses designed to develop reading, writing and grammar skills of low-intermediate ESL students. The course focuses on vocabulary development through the application of different reading strategies to a variety of selections of topics of interest to academically-bound students. It also involves the practice and refinement of sentence and paragraph skills, structure, and punctuation. PREREQUISITE: ESL 527 or 727 or ESL Assessment Recommendation. (Non Credit.) Effective: Spring 2021.

ESL 741—NC Intermediate ESL Listening, Speaking II (0.0) A new version of this course will be effective Fall 2020
4.0 Lecture. This course expands listening and speaking skills through extended listening exercises, open-ended dialogues, pair and group discussions, oral interviews, and oral reports. Students

broaden vocabulary while listening to and speaking in both formal and informal, conversational and academic situations. (Non Credit.) Effective: Spring 2018 to Fall 2020.

ESL 741—NC Intermediate ESL Listening, Speaking II (0.0) A new version of this course will be effective Spring 2021
4.0 Lecture. This is the third course in a series of integrated skills courses designed to continue to develop listening, speaking, and pronunciation skills of high-intermediate ESL students. Activities, which include extended listening exercises, open-ended dialogues, pair and group discussions, oral interviews, and oral reports, broaden the students' vocabulary while listening to and speaking in both formal and informal, conversational and academic situations. PREREQUISITE: ESL 538 or ESL 738 or ESL 531 or ESL 731 or ESL Assessment Recommendation. (Non Credit.) Effective: Fall 2020 to Spring 2021.

ESL 741—NC Intermediate ESL Listening, Speaking II (0.0)
4.0 Lecture. This is the third course in a series of integrated skills courses designed to continue to develop listening, speaking, and pronunciation skills of high-intermediate ESL students. Activities, which include extended listening exercises, open-ended dialogues, pair and group discussions, oral interviews, and oral reports, broaden the students' vocabulary while listening to and speaking in both formal and informal, conversational and academic situations. PREREQUISITE: ESL 538 or ESL 738 or ESL 531 or ESL 731 or ESL Assessment Recommendation. (Non Credit.) Effective: Spring 2021.

ESL 742—NC Intermediate ESL Reading, Vocabulary II (0.0)
3.0 Lecture. This course begins the expansion of reading skills and vocabulary development through the application of different reading strategies to a variety of selections on topics of interest to academically-bound students including selections from literature. (Non Credit.) Effective: Spring 2018.

ESL 743—NC Intermediate ESL Grammar, Writing II (0.0)
5.0 Lecture. This course reviews basic tenses learned in previous courses, pronouns, and nouns and expands the grammar overview into modal auxiliaries, gerunds and infinitives, and other intermediate-level grammar structures. Students continue developing sentence and paragraph skills begun in previous courses. (Non Credit.) Effective: Fall 2019.

ESL 744—NC Culture Through Film (0.0) A new version of this course will be effective Summer 2020
3.0 Lecture. This course is designed to practice listening and speaking skills through the use of selected films. The course highlights different intercultural issues and aspects of American culture, and students enhance their listening and speaking skills by means of authentic discourse. Because film provides a real sample of speech in a multi- dimensional experience, ESL learners can experience the language in a more complete manner while analyzing cultural issues. (Non Credit.) Effective: Summer 2019 to Summer 2020.

ESL 744—NC Culture Through Film (0.0)
3.0 Lecture. This course is designed to practice listening and speaking skills through the use of selected films. The course highlights different intercultural issues and aspects of American culture, and students enhance their listening and speaking skills by means of authentic discourse. Because film provides a real sample of speech in a multi- dimensional experience, ESL learners can experience the language in a more complete manner while analyzing cultural issues. (Non Credit.) Effective: Summer 2020.

ESL 746—NC Introduction to Computers for ESL Students (0.0)
1.0 Lecture. Introduction to basic computer hardware functions and terminology; overview of Windows operating environment and word processing for ESL students. (Non Credit.) Effective: Summer 2017.

ESL 747—NC Integrated Reading, Writing III (0.0) A new version of this course will be effective Spring 2021

6.0 Lecture. This is the third course is a series of integrated skills courses designed to expand the development of reading, writing, and grammar skills of high-intermediate ESL students. The course focuses on vocabulary development through the application of different reading strategies to a variety of selections of topics of interest to academically- bound students. It also involves the further practice and refinement of sentence and paragraph skills, structure and punctuation. PREREQUISITE: ESL 737 or ESL Assessment Recommendation (Non Credit.) Effective: Fall 2018 to Spring 2021.

ESL 747—NC Integrated Reading, Writing III (0.0)
6.0 Lecture. This is the third course is a series of integrated skills courses designed to expand the development of reading, writing, and grammar skills of high-intermediate ESL students. The course focuses on vocabulary development through the application of different reading strategies to a variety of selections of topics of interest to academically- bound students. It also involves the further practice and refinement of sentence and paragraph skills, structure and punctuation. PREREQUISITE: ESL 737 or ESL Assessment Recommendation (Non Credit.) Effective: Spring 2021.

ESL 748—NC Integrated Listening, Speaking III (0.0) A new version of this course will be effective Spring 2021
6.0 Lecture. This is the third in a series of integrated skills courses designed to develop listening, speaking and pronunciation skills of high intermediate ESL students. Activities which include listening exercises, role play, pair work, small and large group discussions, interviews, oral presentations, and pronunciation drills (focused on English sounds, rhythm and intonation) are presented in the context of relevant, contemporary, and intellectually challenging themes. This course is designed especially for students with academic objectives, but is highly appropriate for students with personal language goals as well. Prerequisite: ESL 738 or ESL Assessment Recommendation (Non Credit.) Effective: Fall 2018 to Spring 2021.

ESL 748—NC Integrated Listening, Speaking III (0.0)
6.0 Lecture. This is the third in a series of integrated skills courses designed to develop listening, speaking and pronunciation skills of high intermediate ESL students. Activities which include listening exercises, role play, pair work, small and large group discussions, interviews, oral presentations, and pronunciation drills (focused on English sounds, rhythm and intonation) are presented in the context of relevant, contemporary, and intellectually challenging themes. This course is designed especially for students with academic objectives, but is highly appropriate for students with personal language goals as well. Prerequisite: ESL 738 or ESL Assessment Recommendation (Non Credit.) Effective: Spring 2021.

ESL 749—NC Intermediate Reading,Writing II (0.0) A new version of this course will be effective Spring 2021
8.0 Lecture. This is the third course in a series of integrated skills courses designed to continue to develop reading, writing, and grammar skills of high-intermediate ESL students. The course focuses on vocabulary development through the application of different reading strategies to a variety of selections of topics of interest to academically- bound students. It also involves the further practice and refinement of sentence and paragraph skills, structure and punctuation. PREREQUISITE: ESL 537 or ESL 737 or ESL 539 or ESL 739 or ESL Assessment Recommendation. (Non Credit.) Effective: Fall 2020 to Spring 2021.

ESL 749—NC Intermediate Reading,Writing II (0.0)
8.0 Lecture. This is the third course in a series of integrated skills courses designed to continue to develop reading, writing, and grammar skills of high-intermediate ESL students. The course focuses on vocabulary development through the application of different reading strategies to a variety of selections of topics of interest to academically- bound students. It also involves the further practice and refinement of sentence and paragraph skills, structure and punctuation. PREREQUISITE: ESL 537 or ESL 737 or ESL 539 or ESL 739 or ESL Assessment Recommendation. (Non Credit.) Effective: Spring 2021.

ESL 752—NC Advanced ESL Reading/Vocabulary I (0.0) A new version of this course will be effective Spring 2020
4.0 Lecture. This course focuses on academic and critical thinking skills needed to increase reading comprehension and efficiency. Emphasis is on analyzing, making inferences, taking notes, supporting opinions, summarizing and expanding vocabulary. Readings are from academic texts and literature. (Non Credit.) Effective: Fall 2017 to Spring 2020.

ESL 752—NC Advanced ESL Reading/Vocabulary I (0.0) A new version of this course will be effective Spring 2021
4.0 Lecture. This course focuses on academic and critical thinking skills needed to increase reading comprehension and efficiency. Emphasis is on analyzing, making inferences, taking notes, supporting opinions, summarizing and expanding vocabulary. Readings are from academic texts and literature. (Non Credit.) Effective: Spring 2020 to Spring 2021.

ESL 752—NC Advanced ESL Reading/Vocabulary I (0.0)
4.0 Lecture. This course focuses on academic and critical thinking skills needed to increase reading comprehension and efficiency. Emphasis is on analyzing, making inferences, taking notes, supporting opinions, summarizing and expanding vocabulary. Readings are from academic texts and literature. PREREQUISITE: ESL 742 or 747 with a grade of 'C' or better or ESL assessment recommendation. (Non Credit.) Effective: Spring 2021.

ESL 753—NC Advanced ESL Composition I (0.0) A new version of this course will be effective Spring 2021
5.0 Lecture. This course is a composition course for ESL students that develops college composition skills through a review of the parts and elements of the English paragraph and an introduction to the essay form. The course focuses on the development of a paragraph and expands to the writing of multiple paragraphs in an essay. Basic rhetorical patterns and methods of organization are covered using the multiple-draft approach to writing. (Non Credit.) Effective: Spring 2019 to Spring 2021.

ESL 753—NC Advanced ESL Composition I (0.0)
5.0 Lecture. This course is a composition course for ESL students that develops college composition skills through a review of the parts and elements of the English paragraph and an introduction to the essay form. The course focuses on the development of a paragraph and expands to the writing of multiple paragraphs in an essay. Basic rhetorical patterns and methods of organization are covered using the multiple-draft approach to writing. PREREQUISITE: ESL 743 or 747 with a grade of C or better or ESL Assessment Test recommendation. (Non Credit.) Effective: Spring 2021.

ESL 754—NC Advanced ESL Grammar I (0.0) A new version of this course will be effective Spring 2020
5.0 Lecture. This course is designed to help students improve their grammar usage so that they will be able to expand their use of grammar structures in oral and written communication. Students begin the study of more sophisticated grammar structures such as past perfect, passive voice, and modal auxiliaries for past time, and they review present perfect and modals for present and future time. Students will enhance their understanding of grammar by comparing and contrasting new and previously encountered structures and better appreciate the subtleties of English grammar. (Non Credit.) Effective: Spring 2019 to Spring 2020.

ESL 754—NC Advanced ESL Grammar I (0.0) A new version of this course will be effective Spring 2021
5.0 Lecture. This course is designed to help students improve their grammar usage so that they will be able to expand their use of grammar structures in oral and written communication. Students begin the study of more sophisticated grammar structures such as past perfect, passive voice, and modal auxiliaries for past time, and they review present perfect and modals for present and future time. Students will enhance their understanding of grammar by comparing and contrasting new and previously encountered structures and better appreciate the subtleties of English grammar. (Non Credit.) Effective: Spring 2020 to Spring 2021.

ESL 754—NC Advanced ESL Grammar I (0.0)
5.0 Lecture. This course is designed to help students improve their grammar usage so that they will be able to expand their use of grammar structures in oral and written communication. Students begin the study of more sophisticated grammar structures such as past perfect, passive voice, and modal auxiliaries for past time, and they review present perfect and modals for present and future time. Students will enhance their understanding of grammar by comparing and contrasting new and previously encountered structures and better appreciate the subtleties of English grammar. PREREQUISITE: ESL 743 or 747 with a grade of 'C' or better or ESL Assessment Test Recommendation. (Non Credit.) Effective: Spring 2021.

ESL 762—NC Advanced ESL Reading/Vocabulary II (0.0) A new version of this course will be effective Spring 2020
4.0 Lecture. This course prepares ESL students for mainstream college classes by reviewing a variety of reading skills, strategies, and topics from different academic disciplines. Students expand their academic vocabulary and read short stories or a novel for literary appreciation. (Non Credit.) Effective: Spring 2019 to Spring 2020.

ESL 762—NC Advanced ESL Reading/Vocabulary II (0.0) A new version of this course will be effective Spring 2021
4.0 Lecture. This course prepares ESL students for mainstream college classes by reviewing a variety of reading skills, strategies, and topics from different academic disciplines. Students expand their academic vocabulary and read short stories or a novel for literary appreciation. (Non Credit.) Effective: Spring 2020 to Spring 2021.

ESL 762—NC Advanced ESL Reading/Vocabulary II (0.0)
4.0 Lecture. This course prepares ESL students for mainstream college classes by reviewing a variety of reading skills, strategies, and topics from different academic disciplines. Students expand their academic vocabulary and read short stories or a novel for literary appreciation. PREREQUISITE: ESL 752 with a grade of "P" or ESL assessment recommendation. (Non Credit.) Effective: Spring 2021.

ESL 763—NC Advanced ESL Composition II (0.0) A new version of this course will be effective Spring 2020
5.0 Lecture. This course is a composition course for ESL students that refines and further expands college composition skills through the writing of essays. The course focuses on the structuring and development of an essay with the use of personal examples. Students write in response to a variety of prompts using different rhetorical patterns such as classification, narration, argumentation, and cause/effect. (Non Credit.) Effective: Spring 2019 to Spring 2020.

ESL 763—NC Advanced ESL Composition II (0.0) A new version of this course will be effective Spring 2021
5.0 Lecture. This course is a composition course for ESL students that refines and further expands college composition skills through the writing of essays. The course focuses on the structuring and development of an essay with the use of personal examples. Students write in response to a variety of prompts using different rhetorical patterns such as classification, narration, argumentation, and cause/effect. (Non Credit.) Effective: Spring 2020 to Spring 2021.

ESL 763—NC Advanced ESL Composition II (0.0)
5.0 Lecture. This course is a composition course for ESL students that refines and further expands college composition skills through the writing of essays. The course focuses on the structuring and development of an essay with the use of personal examples. Students write in response to a variety of prompts using different rhetorical patterns such as classification, narration, argumentation, and cause/effect. PREREQUISITE: ESL 753 with a grade of "P" or ESL assessment recommendation. (Non Credit.) Effective: Spring 2021.

ESL 764—NC Advanced ESL Grammar II (0.0) A new version of this course will be effective Spring 2020

3.0 Lecture, 1.0 TBA. This course is designed to expand grammar usage to include adjective, noun, and adverb clauses in oral and written communication. Students learn the meaning and use of clause connectors and are introduced to conditionals, both real and unreal. These grammar structures constitute some of the most complex structures in English and expose students to a rich variety of structures that can effectively enhance their oral and written expression. PREREQUISITE: ESL 754 with a grade of 'P' or ESL Assessment Recommendation. ADVISORY: Recommended concurrent enrollment in ESL 762 and ESL 763. (Non Credit.) Effective: Spring 2019 to Spring 2020.

ESL 764—NC Advanced ESL Grammar II (0.0) A new version of this course will be effective Spring 2021

3.0 Lecture, 1.0 TBA. This course is designed to expand grammar usage to include adjective, noun, and adverb clauses in oral and written communication. Students learn the meaning and use of clause connectors and are introduced to conditionals, both real and unreal. These grammar structures constitute some of the most complex structures in English and expose students to a rich variety of structures that can effectively enhance their oral and written expression. PREREQUISITE: ESL 754 with a grade of 'P' or ESL Assessment Recommendation. ADVISORY: Recommended concurrent enrollment in ESL 762 and ESL 763. (Non Credit.) Effective: Spring 2020 to Spring 2021.

ESL 764—NC Advanced ESL Grammar II (0.0)

3.0 Lecture. This course is designed to expand grammar usage to include adjective, noun, and adverb clauses in oral and written communication. Students learn the meaning and use of clause connectors and are introduced to conditionals, both real and unreal. These grammar structures constitute some of the most complex structures in English and expose students to a rich variety of structures that can effectively enhance their oral and written expression. PREREQUISITE: ESL 754 with a grade of 'P' or ESL Assessment Recommendation. (Non Credit.) Effective: Spring 2021.

ESL 769—NC Advanced ESL Reading,Writing (0.0)

8.0 Lecture. This is the fourth course in a series of integrated skills courses designed to expand the development of reading, writing, and grammar skills of advanced ESL students. This course focuses on academic and critical thinking skills needed to increase reading comprehension and efficiency. Emphasis is on analyzing, making inferences, taking notes, supporting opinions, summarizing and expanding vocabulary. Readings are from academic texts and literature. This course also refines and further expands college composition skills through the writing of essays. PREREQUISITE: ESL ESL 549 or ESL 749 or ESL 547 or ESL 747 ESL Assessment Recommendation. (Non Credit.) Effective: Fall 2020.

ESL 775—ESL Literacy I (0.0) A new version of this course will be effective Spring 2021

1.0-5.0 Lecture. 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. (Non Credit.) Effective: Fall 2018 to Spring 2021.

ESL 775—ESL Literacy I (0.0)

1.0-5.0 Lecture. 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. (Non Credit.) Effective: Spring 2021.

ESL 776—ESL Literacy II (0.0) A new version of this course will be effective Summer 2020

1.0-5.0 Lecture. This is the second part of 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 or by successful completion of ESL 775. (Non Credit.) Effective: Fall 2018 to Summer 2020.

ESL 776—ESL Literacy II (0.0)

1.0-5.0 Lecture. This is the second part of 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 or by successful completion of ESL 775. (Non Credit.) Effective: Summer 2020.

ESL 784—NC ESL Lifeskills 1A (0.0) A new version of this course will be effective Summer 2020
6.0 Lecture. This is the first course in a series of English classes for students with basic oral or written English competency. It will give students basic vocabulary and familiarity in life skill areas such as family, school, time and shopping to manage in the English speaking community. This course integrates listening, speaking, reading and writing. ADVISORY: ESL Assessment Recommendation (Non Credit.) Effective: Fall 2016 to Summer 2020.

ESL 784—NC ESL Lifeskills 1A (0.0)
6.0 Lecture. This is the first course in a series of English classes for students with basic oral or written English competency. It will give students basic vocabulary and familiarity in life skill areas such as family, school, time and shopping to manage in the English speaking community. This course integrates listening, speaking, reading and writing. ADVISORY: ESL Assessment Recommendation (Non Credit.) Effective: Summer 2020.

ESL 785—NC ESL Lifeskills 1B (0.0) A new version of this course will be effective Summer 2020
6.0 Lecture. This is the second course in a series of English classes for students with basic oral or written English competency. It will give students basic vocabulary and familiarity in life skill areas such as daily routines, food work, and health to manage in the English speaking community. This course integrates listening, speaking, reading and writing. ADVISORY: ESL Assessment Recommendation (Non Credit.) Effective: Fall 2016 to Summer 2020.

ESL 785—NC ESL Lifeskills 1B (0.0)
6.0 Lecture. This is the second course in a series of English classes for students with basic oral or written English competency. It will give students basic vocabulary and familiarity in life skill areas such as daily routines, food work, and health to manage in the English speaking community. This course integrates listening, speaking, reading and writing. ADVISORY: ESL Assessment Recommendation (Non Credit.) Effective: Summer 2020.

ESL 786—NC ESL Lifeskills 2A (0.0) A new version of this course will be effective Summer 2020
6.0 Lecture. 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 (Non Credit.) Effective: Fall 2016 to Summer 2020.

ESL 786—NC ESL Lifeskills 2A (0.0)
6.0 Lecture. 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 (Non Credit.) Effective: Summer 2020.

ESL 787—NC ESL Lifeskills 2B (0.0) A new version of this course will be effective Summer 2020
6.0 Lecture. This is the fourth 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 will learn to use grammatical structures of English with increasing accuracy while gaining basic life skills. ADVISORY: ESL Assessment Recommendation (Non Credit.) Effective: Fall 2016 to Summer 2020.

ESL 787—NC ESL Lifeskills 2B (0.0)

6.0 Lecture. This is the fourth 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 will learn to use grammatical structures of English with increasing accuracy while gaining basic life skills. ADVISORY: ESL Assessment Recommendation (Non Credit.) Effective: Summer 2020.

ESL 788—NC ESL Lifeskills 1 (0.0)
10.0 Lecture. This is the first course in a series of English classes for students with basic oral or written English competency. It will give students basic vocabulary and familiarity in life skill areas such as family, school, time and shopping, daily routines, food, work, and health to manage in the English speaking community. This course integrates listening, speaking, reading and writing. ADVISORY: ESL Assessment Recommendation (Non Credit.) Effective: Fall 2020.

ESL 789—NC ESL Lifeskills 2 (0.0) A new version of this course will be effective Spring 2021
10.0 Lecture. This is the second 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 785 -NC ESL Lifeskills 1B or ESL 788-NC ESL Lifeskills 1 or ESL Assessment Recommendation. (Non Credit.) Effective: Fall 2020 to Spring 2021.

ESL 789—NC ESL Lifeskills 2 (0.0)
10.0 Lecture. This is the second 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 785 -NC ESL Lifeskills 1B or ESL 788-NC ESL Lifeskills 1 or ESL Assessment Recommendation. (Non Credit.) Effective: Spring 2021.

GUID 700—Online Basic Academic Skills (0.0) A new version of this course will be effective Summer 2020
1.0-6.0 Lab. This course is designed for students who want to improve their basic academic skills through the use of appropriate online software. The online program is a comprehensive resource for diagnosing and remediating students' basic skills. Modules include: Reading (Comprehension and Vocabulary), Language Arts, Math, Science and Writing. Course content is based on individual student need. This course may be repeated. (Non Credit.) Effective: Summer 2016 to Summer 2020.

GUID 700—Online Basic Academic Skills (0.0) A new version of this course will be effective Spring 2021
1.0-6.0 Lab. This course is designed for students who want to improve their basic academic skills through the use of appropriate online software. The online program is a comprehensive resource for diagnosing and remediating students' basic skills. Modules include: Reading (Comprehension and Vocabulary), Language Arts, Math, Science and Writing. Course content is based on individual student need. This course may be repeated. (Non Credit.) Effective: Summer 2020 to Spring 2021.

GUID 700—Online Basic Academic Skills (0.0)
1.0-6.0 Lab. This course is designed for students who want to improve their basic academic skills through the use of appropriate online software. The online program is a comprehensive resource for diagnosing and remediating students' basic skills. Modules include: Reading (Comprehension and Vocabulary), Language Arts, Math, Science and Writing. Course content is based on individual student need. This course may be repeated. (Non Credit.) Effective: Spring 2021.

HTM 701—Hospitality Careers and Ambassadorship (0.0)
6.0 Lecture. This course provides the student with an overview of the career opportunities in the Hospitality and Tourism industry as well as the ambassadorships available in South County. (Non Credit.) Effective: Summer 2018.

HTM 702—Excellence in Guest Service (0.0)

9.0 Lecture. This course focuses on quality customer service in a hospitality business. Includes the benefits of high quality customer service, skills to engage the guest and effective strategies for handling dissatisfied customers. This course will prepare students to take the Certified Guest Service Professional (GSP) exam. (Non Credit.) Effective: Spring 2018.

HTM 703—Social Media Marketing (0.0)
6.0 Lecture. This course introduces the student to the different types of social media and how they can be used to market the Hospitality and Tourism industry. (Non Credit.) Effective: Summer 2018.

LIB 732—Introduction to Online Gavilan (0.0)
1.0-3.0 Lab. Introduction to the online classes and student services at Gavilan College. This course will show students how to log into their online courses, find lectures, assignments and exams, take part in online class discussions, submit attachments, and view their grades. The course will also cover all the online student services available to the distant student, including counseling, library resources, records and grades, financial aid, tutoring and technical support. (Non Credit.) Effective: Spring 2014.

LIB 735—Library Research - Research Basics (0.0) A new version of this course will be effective Spring 2021
1.0 Lecture. Students jump-start their research skills with this introductory course and learn to supplement their basic course readings with the library's extensive array of materials, including electronic books, print materials, audio books, and specialized magazine databases. Students save time, develop information literacy, and locate and use quality information to deepen and extend their learning. (Non Credit.) Effective: Fall 2015 to Spring 2021.

LIB 735—Library Research - Research Basics (0.0)
0.3 Lab. Students jump-start their research skills with this introductory course and learn strategic searching strategies to support their courses with the library's extensive array of materials, including e-books, print materials, streaming video, research guides, and specialized databases. Students save time, develop information literacy, and locate and use quality information to deepen and extend their learning. (Non Credit.) Effective: Spring 2021.

LIB 736—Library Research: Develop a Topic (0.0) A new version of this course will be effective Spring 2021
1.0 Lecture. Designed for entry-level students, this introductory course provides bite-sized exercises using a variety of library sources to show effective methods for developing quality research papers. These include brainstorming a topic, concept mapping, evaluating the validity of a topic for a paper, finding supporting evidence for a thesis statement, making effective use of evidence from online and print sources and established citation style rules regarding use published materials. (Non Credit.) Effective: Fall 2015 to Spring 2021.

LIB 736—Library Research: Develop a Topic (0.0)
0.3 Lab. Designed for entry-level students, this introductory course provides bite-sized exercises using a variety of library sources to show effective methods for developing quality research papers. These include brainstorming a topic, concept mapping, evaluating the validity of a topic for a paper, finding supporting evidence for a thesis statement, making effective use of evidence from online and print sources and established citation style rules regarding use published materials. (Non Credit.) Effective: Spring 2021.

LIB 737—Library Research: Avoid Plagiarism (0.0) A new version of this course will be effective Spring 2021
6.0 Lecture. Designed for entry-level student research. Beginners are introduced to rules of college research, strategies to avoid accidental plagiarism, Gavilan's plagiarism policy, best methods of planning and organizing notes and supporting your research topic. (Non Credit.) Effective: Fall 2015 to Spring 2021.

LIB 737—Library Research: Avoid Plagiarism (0.0)

0.1 Lecture. Designed for entry-level student research, this short course reviews different types of plagiarism, plagiarism during the research process, and strategies for avoiding plagiarism, including citing sources. (Non Credit.) Effective: Spring 2021.

LIB 740—Information Competency for Nursing Assistants (0.0) A new version of this course will be effective Spring 2020
2.0 Lab. Online information competency modules that step through the process of finding and evaluating online health resources. These tutorials are paced with AH 180 (Fundamentals of Nursing - Convalescent). (Non Credit.) Effective: Fall 2014 to Spring 2020.

LIB 740—Information Competency for Nursing Assistants (0.0)
0.5 Lab. Online information competency modules that step through the process of finding and evaluating online health resources. These tutorials are paced with AH 280 (Fundamentals of Nursing - Convalescent) to support discipline and content-specific information literacy skills. (Non Credit.) Effective: Spring 2020.

LIB 741—Information Competency for the Life Cycle (0.0) A new version of this course will be effective Spring 2020
2.0 Lab. Online information competency modules that step through the process of finding and evaluating online health resources. These tutorials are paced with AH3 (The Person in the Life Cycle). (Non Credit.) Effective: Fall 2014 to Spring 2020.

LIB 741—Information Competency for the Life Cycle (0.0)
0.5 Lab. Online information competency modules that step through the process of finding and evaluating online health resources. These tutorials are paced with AH3 (The Person in the Life Cycle). (Non Credit.) Effective: Spring 2020.

LIB 742—Information Competency for Nutrition (0.0)
0.5 Lab. Online information competency modules that step through the process of finding and evaluating online health resources. These tutorials are paced with AH11 (Nutrition). (Non Credit.) Effective: Fall 2014.

MATH 700—Arithmetic (0.0)
3.0 Lecture, 1.0 Lab. This course covers arithmetic procedures with whole numbers, fractions, decimals, order of operations, ratios, proportions, percent, integers, measurements and geometry. This course may be offered in an open entry/open exit format. (Non Credit.) Effective: Fall 2018.

SPAN 701—Spanish for Health Professionals (0.0) A new version of this course will be effective Spring 2021
3.0 Lecture. Spanish for Health Professionals is a streamlined course which allows the student to master enough Spanish to survive in the healthcare field without loading them down with translation exercises. Vocabulary, grammar examples, practice activities and cultural topics are incorporated to relate to the occupational theme of nursing and healthcare. Students will practice communicative survival, using key vocabulary essentials to enable them to utilize their Spanish in the daily work situation, improving their ability to interact with their clients. (Pass/No Pass.) Effective: Fall 2019 to Spring 2021.

SPAN 701—Spanish for Health Professionals (0.0)
3.0 Lecture. Spanish for Health Professionals is a streamlined course which allows the student to master enough Spanish to survive in the healthcare field without loading them down with translation exercises. Vocabulary, grammar examples, practice activities and cultural topics are incorporated to relate to the occupational theme of nursing and healthcare. Students will practice communicative survival, using key vocabulary essentials to enable them to utilize their Spanish in the daily work situation, improving their ability to interact with their clients. (Pass/No Pass.) Effective: Spring 2021.

WELD 701—Beginning Welding (0.0)
1.0 Lecture, 3.0 Lab. This course is an introduction to Shielded Metal Arc Welding (SMAW), Gas Metal Arc Welding (GMAW), Oxy Acetylene Welding (OAW) and Oxy Fuel Cutting (OFC) and Plasma

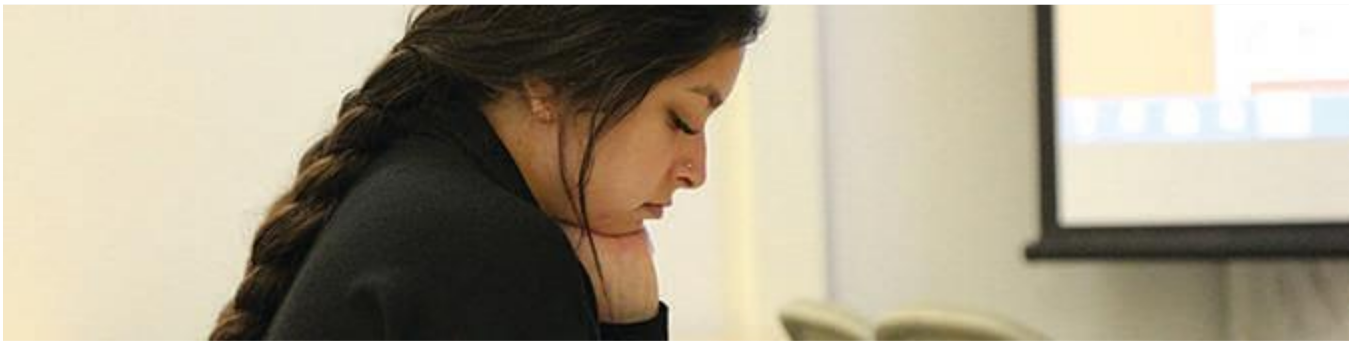
Arc Cutting (PAC) of steel materials. Content includes safe practices, equipment use, metal identification, and basic practices in metal repair and maintenance. (Non Credit.) Effective: Fall 2019.

WELD 702—Intermediate Welding (0.0)
1.0 Lecture, 3.0 Lab. This course continues training in arc, gas, and oxy acetylene welding and oxy fuel and plasma arc cutting; as well as introduces Gas Tungsten Arc Welding (GTAW). Content includes an introduction to welding symbols, fabrication, and a continued emphasis on safe practices and equipment use. ADVISORY: WELD 701. (Non Credit.) Effective: Fall 2019.

WELD 703—Basic Blueprints (0.0)
18.0 Lecture. This class covers reading mechanical drawings, including learning how 3-D objects are represented on a 2-D space. ADVISORY: WELD 702. (Non Credit.) Effective: Fall 2019.

Philosophy

Philosophy



Philosophy: World Religion CP

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The Philosophy discipline offers learners a unique opportunity to take a variety of courses from different perspectives, all of which are rich in the myriad voices of global cultures and religions. Philosophy concerns the investigation of the fundamental questions of the human experience, such as “Is knowledge possible?”, “Do we have free will?”, “What is the meaning of life?” to “Is social justice possible?” In attempting to answer these questions, the discipline of Philosophy has provided the foundation of many other fields of inquiry, from psychology to sociology, law, and even business. At the core, Philosophy develops critical thinking skills, but in applying those skills, learners realize that philosophical inquiry has given rise to the development of science, the birth of civilizations, religions, ethical debates about when life begins and ends, principles of justice, environmental issues, animals rights, global warming, immigration, and even ideas about art, music, and the economy. Ultimately, Philosophy provides a learner pursuing any major an opportunity to enhance critical thinking skills while engaging in the analysis of arguments and theories about issues that have spanned the ages and still affect contemporary life. Career opportunities for Philosophy majors: Learners who have taken Philosophy courses are good candidates for all jobs requiring liberal arts education. Employers often look for people who can solve problems and can write and think critically. These are skills that philosophy enhances. Examples of careers include: communications, education, journalism, law, management and business, textbook editing, and politics.

Required Courses: **Units:** 12

PHIL 1	Introduction to Philosophy	3
PHIL 3A	Ethics	3
PHIL 3B	Contemporary Moral Issues	3
PHIL 6	Comparative Religions	3
PHIL 9	Philosophy of Religion	3
PHIL 23	Independent Study	1-2

Total: 12

ADT: Philosophy AA - T - CSU Transfer

The Associate in Arts in Philosophy for Transfer degree is designed to prepare students for a seamless transfer into the CSU system to complete a baccalaureate degree in Philosophy. Philosophy is the study of basic and fundamental issues, such as those concerning reality, knowledge, morality, and truth. Philosophers ask questions like: Do we have free will? What do I know? What is the nature of truth? How do I know I'm not a brain in a vat? Is there a universal morality? Does God exist? What distinguishes philosophy from other disciplines is its methodology. A philosopher's methodology is systematic and relies heavily upon rational argument. The process demands rigorous, analytic, and critical thinking. The benefits of which include resolving confusion, unmasking assumptions, highlighting distinctions, and offering clarification. Courses in the Gavilan Philosophy Program are designed to transfer to four-year institutions and to prepare philosophy majors for upper-division coursework. Specifically, this degree is intended for students transferring to a California State University program. A degree in philosophy can lead to a career teaching and doing academic research in philosophy, but it also equips one with the writing, thinking, and problem-solving skills important for many careers, including the fields of law, business, politics, medicine and others.

CORE REQUIREMENTS: Select 2 courses **Units:** 6

PHIL 2	Introduction to Logic	3
PHIL 1	Introduction to Philosophy	3
OR		
PHIL 3A	Ethics	3

LIST A: Select 1 course. Any course in CORE not already used or one of the following: **Units:** 3

PHIL 7A	History of Philosophy: Ancient to Medieval Times	3
PHIL 7B	History of Philosophy: Renaissance to Modern Periods	3
PHIL 4	Critical Thinking and Writing	3

LIST B: Select 2 courses. Any LIST A course not already used or two of the following: **Units:** 6

HIST 7A	History of Western Civilization	3
HIST 7B	History of Western Civilization	3
PHIL 3A	Ethics	3
PHIL 3B	Contemporary Moral Issues	3

LIST C: Select 1 course. Any LIST A or B courses not already used or one of the following: **Units:** 3

PHIL 9	Philosophy of Religion	3
PHIL 6	Comparative Religions	3
PHIL 15	Asian Philosophies	3
PHIL 12	Introduction to Political Thought	3

Units Required for the Major: 18 **Units:**
General Education Requirements: **Units:** 37-39
Total Units for the Degree: 60 Units **Units:** Total: 55-57

Courses

PHIL 1—Introduction to Philosophy (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. Philosophy 1 is intended as a survey of the major areas and traditions of philosophy. The course examines central and significant questions about the meaning of life, who determines what is morally right or wrong, the ideal society, the various notions social justice, what is reality, and many other ideas. In pursuing these questions, students will be asked to read texts from writers around the world, both contemporary and ancient, discuss current events, and apply 'theory' to movies such as "The Matrix" trilogy, novels, and any other relevant application of the student's own choice. (C-ID: PHIL 100) ADVISORY: Eligible for English 1A. (Standard Letter Grade.) Effective: Fall 2016 to Spring 2021.

PHIL 1—Introduction to Philosophy (3.0)
3.0 Lecture. Philosophy 1 is intended as a survey of the major areas and traditions of philosophy. The course examines central and significant questions about the meaning of life, who determines what is morally right or wrong, the ideal society, the various notions social justice, what is reality, and many other ideas. In pursuing these questions, students will be asked to read texts from writers around the world, both contemporary and ancient, discuss current events, and apply 'theory' to movies such as "The Matrix" trilogy, novels, and any other relevant application of the student's own choice. (C-ID: PHIL 100) ADVISORY: Eligible for English 1A. (Standard Letter Grade.) Effective: Spring 2021.

PHIL 2—Introduction to Logic (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. Logic is the study of good reasoning. This course will explore two important modes of reasoning: deduction and induction. We will use formal methods from sentential logic, including truth tables and proofs, to test for correct or 'valid' inferences. Common mistakes in reasoning (i.e., fallacies) will be examined, as well as language and scientific reasoning. Practical application in logic outside the classroom will be emphasized. ADVISORY: Eligible for English 1A. (C-ID PHIL 110) (Standard Letter Grade.) Effective: Fall 2016 to Spring 2021.

PHIL 2—Introduction to Logic (3.0)
3.0 Lecture. Logic is the study of good reasoning. This course will explore two important modes of reasoning: deduction and induction. We will use formal methods from sentential logic, including truth tables and proofs, to test for correct or 'valid' inferences. Common mistakes in reasoning (i.e., fallacies) will be examined, as well as language and scientific reasoning. Practical application

in logic outside the classroom will be emphasized. ADVISORY: Eligible for English 1A. (Standard Letter Grade.) Effective: Spring 2021.

PHIL 3A—Ethics (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. This course examines the central theories and perennial issues in ethics. The ethical systems of Aristotle, Kant, and the utilitarians will be investigated. These systems will be applied to contemporary moral problems. Questions about objective morality, the ideal society, social justice, and moral agency will be pursued. This course is also listed as AJ 3A. (C-ID: PHIL 120) ADVISORY: Eligible for English 1A. (Standard Letter Grade.) Effective: Fall 2014 to Fall 2020.

PHIL 3A—Ethics (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. This course examines the central theories and perennial issues in ethics. The ethical systems of Aristotle, Kant, and the utilitarians will be investigated. These systems will be applied to contemporary moral problems. Questions about objective morality, the ideal society, social justice, and moral agency will be pursued. (C-ID: PHIL 120) ADVISORY: Eligible for English 1A. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2020 to Spring 2021.

PHIL 3A—Ethics (3.0)
3.0 Lecture. This course examines the central theories and perennial issues in ethics. The ethical systems of Aristotle, Kant, and the utilitarians will be investigated. These systems will be applied to contemporary moral problems. Questions about objective morality, the ideal society, social justice, and moral agency will be pursued. (C-ID: PHIL 120) ADVISORY: Eligible for English 1A. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

PHIL 3B—Contemporary Moral Issues (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. Contemporary Moral Issues in an applied ethics class that covers major ethical theories and contemporary moral issues in a pluralistic manner. This course will cover such issues as abortion and euthanasia, cloning, experimentation on human subjects, capital punishment, race/ethnicity, sexual orientation and sexual morality, world hunger and poverty, colonialism and post-colonialism, and so forth. ADVISORY: Eligible for English 1A. (Standard Letter Grade.) Effective: Fall 2015 to Spring 2021.

PHIL 3B—Contemporary Moral Issues (3.0)
3.0 Lecture. Contemporary Moral Issues in an applied ethics class that covers major ethical theories and contemporary moral issues in a pluralistic manner. This course will cover such issues as abortion and euthanasia, cloning, experimentation on human subjects, capital punishment, race/ethnicity, sexual orientation and sexual morality, world hunger and poverty, colonialism and post-colonialism, and so forth. ADVISORY: Eligible for English 1A. (Standard Letter Grade.) Effective: Spring 2021.

PHIL 4—Critical Thinking and Writing (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. This course is designed to introduce the relationship between critical thinking and critical writing in a way that will be both enjoyable to the student and helpful in other aspects of life. The student will learn techniques of critical thinking, 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 6,000 words. PREREQUISITE: English 1A (Standard Letter Grade.) Effective: Fall 2015 to Spring 2021.

PHIL 4—Critical Thinking and Writing (3.0)

3.0 Lecture. This course is designed to introduce the relationship between critical thinking and critical writing in a way that will be both enjoyable to the student and helpful in other aspects of life. The student will learn techniques of critical thinking, 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 6,000 words. PREREQUISITE: English 1A (Standard Letter Grade.) Effective: Spring 2021.

PHIL 6—Comparative Religions (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. Religion is a topic that ignites controversy -- most societies engage in religious practices, believe strongly in that tradition, and find a sense of identity within it. The controversy arises when differences are misunderstood, misrepresented, or placed in a hierarchy of assumed supremacy of one religion as superior to others. In this class, students explore the underlying commonality of various religious traditions, explore the uniqueness of the religions with which they are unfamiliar, and learn to see that diversity among beliefs doesn't have to create hostility. Students will explore religions from Indigenous Peoples throughout the world, East Asia (e.g. India), China, the Middle East, as well as some more recent trends in religion. Previously known as PHIL 6A. ADVISORY: Eligible for English 1A. (Standard Letter Grade.) Effective: Fall 2016 to Spring 2021.

PHIL 6—Comparative Religions (3.0)
3.0 Lecture. Religion is a topic that ignites controversy -- most societies engage in religious practices, believe strongly in that tradition, and find a sense of identity within it. The controversy arises when differences are misunderstood, misrepresented, or placed in a hierarchy of assumed supremacy of one religion as superior to others. In this class, students explore the underlying commonality of various religious traditions, explore the uniqueness of the religions with which they are unfamiliar, and learn to see that diversity among beliefs doesn't have to create hostility. Students will explore religions from Indigenous Peoples throughout the world, East Asia (e.g. India), China, the Middle East, as well as some more recent trends in religion. Previously known as PHIL 6A. ADVISORY: Eligible for English 1A. (Standard Letter Grade.) Effective: Spring 2021.

PHIL 7A—History of Philosophy: Ancient to Medieval Times (3.0)
3.0 Lecture. This course introduces students to the key themes in ancient philosophy as advanced by the major thinkers and schools of ancient philosophy. Typical themes include the theories of reality, cognition, virtue, and cosmology, whilst the philosophical movements to be covered include the Presocratics, Plato, Aristotle, the Stoics, and the Hellenistic philosophers. (C-ID: PHIL 130) Advisory: Eligible for English 1A. (Standard Letter Grade.) Effective: Spring 2018.

PHIL 7B—History of Philosophy: Renaissance to Modern Periods (3.0)
3.0 Lecture. This course is a survey of the history of Western philosophy from the Renaissance to the modern period, i.e., the philosophy of the 16th through the 18th century. Particular attention will be paid to the metaphysics and epistemology of the 'rationalists' (Descartes, Leibniz, and Spinoza), the 'empiricists' (Locke, Berkeley, and Hume), and Kant. (C-ID: PHIL 140) ADVISORY: Eligible for English 1A. (Standard Letter Grade.) Effective: Spring 2015.

PHIL 9—Philosophy of Religion (3.0)
3.0 Lecture. In this course we will systematically explore religious claims. The issues to be investigated include: Does God exist? What is God's nature? Can the existence of God be reconciled with human suffering? Can faith and reason be reconciled? Can conflicting religions simultaneously be true? Other topics include: the afterlife, religious experience, miracles, freedom and divine foreknowledge, and the relationship of religion and science. ADVISORY: Eligible for English 1A. (Standard Letter Grade.) Effective: Summer 2015.

PHIL 12—Introduction to Political Thought (3.0)
3.0 Lecture. This course provides students with an introduction to and grounding in classical and modern political thought. Students will be introduced to theorists such as Plato, Aristotle, Machiavelli, and Marx. Students will also examine such timeless questions as: "What is justice?" "What is the good life?" and "What is power?" among others. This course is also listed as POLS 12. (Standard Letter Grade.) Effective: Fall 2013.

PHIL 15—Asian Philosophies (3.0)
3.0 Lecture. This course is designed to introduce the student to the major Asian philosophical traditions. This will consist of reviewing major East, South East, and South Asian philosophical traditions (e.g. Hinduism, Buddhism, Taoism, Confucianism) and the non-Western approach to epistemology, ethics, metaphysics, and logic. We shall attempt to evaluate, examine, and compare many important theoretical principles and the ways they have influenced each other as well as Asian and Asian-American cultures and societies. ADVISORY: Eligible for English 1A. (Standard Letter Grade.) Effective: Spring 2014.

PHIL 23—Independent Study (1.0-2.0)
3.0-6.0 Lab. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2011.

Physical Science and Engineering

Physical Science and Engineering



Engineering AS

The required core curriculum for this degree follows closely the Intersegmental Model Curricula (ISMC) developed by the Engineering Liaison Council (ELC) between community colleges and four-year public colleges and universities.

Students completing this degree will have learned to identify various engineering problems and integrate math and science to solve them, have proficiency in the design, execution, analysis, and interpretation of experiments, demonstrate familiarity with the engineering design process, and will

have demonstrated an ability to communicate effectively using written, oral, electronic, and graphical means. This degree will prepare students to transfer to four-year colleges or universities to pursue degrees in any of the engineering disciplines (aeronautical, chemical, civil, computer, electrical, industrial, materials, mechanical, etc.).

For detailed requirements for individual four-year institutions and specific engineering majors, students should contact the transfer institution and/or meet with a counselor for specific transfer course requirements in their major.

Core Major Courses **Units:** 22

ENGR 10A	Introduction to Engineering A	2
MATH 1A	Single-Variable Calculus and Analytic Geometry	4
MATH 1B	Single-Variable Calculus and Analytic Geometry	4
MATH 1C	Multivariable Calculus	4
PHYS 4A	Physics for Scientists and Engineers: Mechanics	4
PHYS 4B	Physics for Scientists and Engineers: Electricity and Magnetism	4

Choose one **Units:** 3

ENGR 5	Engineering Programming and Problem Solving	3
CSIS 45	C++ Programming I	3

Choose one. **Units:** 3

ENGR 1	Graphical Communication and Design	3
ENGR 2	Statics	3
ENGR 3	Electric Circuit Analysis	4
ENGR 4	Properties Of Materials	3

Choose ONE track **Units:** 10

Complete a minimum of 10 units in one track. Tracks and courses should be selected to meet the lower division major requirements at your intended transfer university. See a counselor to determine specific major preparation. Track 1: Mechanical, Aerospace and Manufacturing

CHEM 1A	General Chemistry	5
ENGR 5	Engineering Programming and Problem Solving	3
ENGR 2	Statics	3
ENGR 3	Electric Circuit Analysis	4
PHYS 4C	Physics for Scientists and Engineers-Heat/Optics/Modern Physics	4
MATH 2	Linear Algebra	3
MATH 2C	Differential Equations	3

Track 2: Electrical

CHEM 1A	General Chemistry	5
CSIS 45	C++ Programming I	3
CHEM 1B	General Chemistry	5
ENGR 3	Electric Circuit Analysis	4

PHYS 4C	Physics for Scientists and Engineers-Heat/Optics/Modern Physics	4
MATH 2	Linear Algebra	3
MATH 2C	Differential Equations	3

Track 3: Civil and Industrial

CHEM 1A	General Chemistry	5
ENGR 5	Engineering Programming and Problem Solving	3
ENGR 2	Statics	3
PHYS 4C	Physics for Scientists and Engineers-Heat/Optics/Modern Physics	4
CHEM 1B	General Chemistry	5
MATH 2	Linear Algebra	3
MATH 2C	Differential Equations	3

Track 4: Computer and Software

CSIS 45	C++ Programming I	3
CSIS 46	C++ Programming II	3
MATH 16	Discrete Mathematics	4
ENGR 3	Electric Circuit Analysis	4
PHYS 4C	Physics for Scientists and Engineers-Heat/Optics/Modern Physics	4
MATH 2	Linear Algebra	3
MATH 2C	Differential Equations	3

Track 5: Chemical, Biomedical and Materials

CHEM 1A	General Chemistry	5
ENGR 5	Engineering Programming and Problem Solving	3
ENGR 2	Statics	3
ENGR 3	Electric Circuit Analysis	4
CHEM 1B	General Chemistry	5
MATH 2	Linear Algebra	3
MATH 2C	Differential Equations	3

Additional Major Preparation **Units:** 0

See a counselor to determine appropriate choices.

General Education Requirements: (26 - 32 Units)* **Units:** 26

A student may complete the Gavilan College A.A./A.S, general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to Meet a 60 unit total. See a counselor for details NOTE: A course may be used to satisfy both general eduation and major courses. See "Double Counting Rule".

Total: 64

Physical Science Courses

PSCI 1—Principles of Physical Science (3.0) A new version of this course will be effective Spring 2020
3.0 Lecture. An introduction to the physical sciences for the non-science major. Attention is focused on fundamental laws of nature, their development and relation to the physical world. PREREQUISITE: MATH 205, or MATH 430, or the equivalent, with a grade of "C" or better. ADVISORY: English 250 and English 260. (Standard Letter Grade.) Effective: Spring 2015 to Spring 2020.

PSCI 1—Principles of Physical Science (3.0)
3.0 Lecture. An introduction to the physical sciences for the non-science major. Attention is focused on fundamental laws of nature, their development and relation to the physical world. PREREQUISITE: Skills equivalent to those in an Elementary Algebra course. ADVISORY: English 280. (Standard Letter Grade.) Effective: Spring 2020.

PSCI 2—Introduction to Meteorology (3.0)
3.0 Lecture. An introductory course in Meteorology that is both descriptive and analytical on the physical principles affecting the earth's weather. Topics covered include the nature of the atmosphere, solar energy, heat, temperature, pressure, stability, moisture, wind, storms, severe weather and forecasting. The course introduces climatology as a scientific study and will look at the earth's climatic history, current research in climate modeling and the possibility of global climate change. ADVISORY: MATH 205. (Standard Letter Grade.) Effective: Fall 2016.

PSCI 3—Ocean Studies (3.0) This course will be discontinued effective Spring 2021
3.0 Lecture. Online Ocean Studies is a an introductory oceanography course provided by the American Meteorological Society to undergraduates. The course is prepared by an experienced team of oceanographers and science educators. AMS Ocean Studies is produced in cooperation with the National Oceanographic and Atmospheric Administration. AMS Ocean Studies examines the world ocean from an Earth system perspective. The course emphasizes (1) the flow and transformations of water and energy into and out of the ocean, (2) the physical and chemical properties of seawater, (3) ocean circulation, (4) marine life and its adaptations, (5) interactions between the ocean and the other components of the Earth system (i.e., hydrosphere, atmosphere, geosphere, and biosphere), and (6) the human/ societal impacts on and response to those Earth system interactions. AMS Ocean Studies is modeled after the highly successful AMS Weather Studies course. ADVISORY: MATH 205. (Standard Letter Grade.) Effective: Fall 2017 to Spring 2021.

PSCI 23—Independent Study (1.0-2.0)
3.0-6.0 TBA. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2011.

Engineering Courses

ENGR 1—Graphical Communication and Design (3.0) A new version of this course will be effective Spring 2021
2.0 Lecture, 3.0 Lab. An introduction to the graphical and visual communication of the engineering design process. Topics will include the design process, visualization, free-hand sketching, instrument drawing, scales, orthographic projection, section views, auxiliary views, and dimensioning and tolerancing. Computer based drafting will be used in conjunction with traditional methods to highlight the strengths of multiple communication methodologies. ADVISORY: MATH 1A; may be concurrent. (Standard Letter Grade.) Effective: Spring 2014 to Spring 2021.

ENGR 1—Graphical Communication and Design (3.0)
2.0 Lecture, 3.0 Lab. This course covers the principles of engineering drawings in visually communicating engineering designs and an introduction to computer-aided design (CAD). Topics include the development of visualization skills; orthographic projections; mechanical dimensioning and tolerancing practices; and the engineering design process. Assignments develop sketching and 2-D and 3-D CAD skills. The use of CAD software is an integral part of the course. Prerequisite: Math 8B or Math 11 (basic algebra, basic geometry and basic trigonometry). C-ID (ENGR 150) (Standard Letter Grade.) Effective: Spring 2021.

ENGR 2—Statics (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. Vector treatment of two- and three-dimensional force systems acting on particles and engineering structures in equilibrium. Topics include forces, moments, couples, resultants, equilibrium conditions, trusses, centroids, moment of inertia, beams, shear and moment diagrams, cables, fluids and friction. PREREQUISITE: Mathematics 1A and Mathematics 1B and Physics 4A with a grade of 'C' or better. (Standard Letter Grade.) Effective: Fall 2012 to Fall 2020.

ENGR 2—Statics (3.0)
3.0 Lecture. Vector treatment of two- and three-dimensional force systems acting on particles and engineering structures in equilibrium. Topics include forces, moments, couples, resultants, equilibrium conditions, trusses, centroids, moment of inertia, beams, shear and moment diagrams, cables, virtual work and friction. PREREQUISITE: Mathematics 1B and Physics 4A with a grade of 'C' or better. (Standard Letter Grade.) Effective: Fall 2020.

ENGR 3—Electric Circuit Analysis (4.0)
3.0 Lecture, 3.0 Lab. An introduction to the theory of electric circuits. Topics include resistive circuits, voltage and current sources, network theorems, op-amp circuits, energy storage elements, RC, RL, and RLC circuits. PREREQUISITE: Mathematics 2C (may be taken concurrently) and Physics 4B with a grade of 'C' or better. (Standard Letter Grade.) Effective: Spring 2014.

ENGR 4—Properties Of Materials (3.0)
3.0 Lecture. Basic principles of physics and chemistry are used to determine the quantitative relationships that describe the behavior of solids. Particular emphasis is placed upon the relationship between the structure and properties of crystalline solids. Applications consider control of properties as an engineering design variable. A term paper based upon review of the periodical technical literature is required. PREREQUISITE: Chemistry 1A and Physics 4A. (Standard Letter Grade.) Effective: Fall 2012.

ENGR 5—Engineering Programming and Problem Solving (3.0) A new version of this course will be effective Spring 2020
2.0 Lecture, 3.0 Lab. An introduction to engineering problem solving using computer programming, numerical computing, and spreadsheets. Topics will include basic control structures, data types, input/output, an introduction to the design, implementation, testing and documentation of software, and the syntax and semantics of a modern programming language. Additional topics include matrix manipulation, curve plotting, finding solutions of ODEs, statistical analysis and presentation of data using available software. PREREQUISITE: Mathematics 1A with a grade of 'C' or better. May be taken concurrently. (Standard Letter Grade.) Effective: Fall 2012 to Spring 2020.

ENGR 5—Engineering Programming and Problem Solving (3.0) A new version of this course will be effective Spring 2021
2.0 Lecture, 3.0 Lab. This course utilizes the MATLAB (or equivalent) environment to provide students with a working knowledge of computer-based problem-solving methods relevant to science and engineering. It introduces the fundamentals of procedural and object-oriented programming, numerical analysis, and data structures. Topics will include basic control structures, data types, input/output, logical expressions, and the syntax and semantics of a modern programming language. Additional topics include matrix manipulation, curve plotting, finding solutions of differential equations (ODEs), and statistical analysis. Examples and assignments in the course are drawn from practical applications in engineering, physics, and mathematics. PREREQUISITE: Mathematics 1A with a grade of 'C' or better. May be taken concurrently. (Standard Letter Grade.) Effective: Spring 2020 to Spring 2021.

ENGR 5—Engineering Programming and Problem Solving (3.0)
2.0 Lecture, 3.0 Lab. This course utilizes the MATLAB (or equivalent) environment to provide students with a working knowledge of computer-based problem-solving methods relevant to science and engineering. It introduces the fundamentals of procedural and object-oriented programming, numerical analysis, and data structures. Topics will include basic control structures, data types, input/output, logical expressions, and the syntax and semantics of a modern programming language. Additional topics include matrix manipulation, curve plotting, finding solutions of differential equations (ODEs), and statistical analysis. Examples and assignments in the course are drawn from practical applications in engineering, physics, and mathematics. PREREQUISITE: Mathematics 1A with a grade of 'C' or better. May be taken concurrently. (Standard Letter Grade.) Effective: Spring 2021.

ENGR 10A—Introduction to Engineering A (2.0) A new version of this course will be effective Spring 2021
2.0 Lecture. Engineering 10A introduces students to the engineering profession. The course explains the engineering education pathways and explores effective strategies for students to reach their full academic potential. Topics will include an introduction to the various engineering disciplines; the role of engineers and engineering in society; the curriculum requirements for the various engineering disciplines at different four-year institutions; academic success strategies; personal and professional development techniques; an introduction to the engineering design process; an introduction to engineering problem-solving methodologies; engineering ethics; communication skills; and working as a member of a team. . ADVISORY: English 250. (Standard Letter Grade.) Effective: Fall 2019 to Spring 2021.

ENGR 10A—Introduction to Engineering A (2.0)
2.0 Lecture. Engineering 10A introduces students to the engineering profession. The course explains the engineering education pathways and explores effective strategies for students to reach their full academic potential. Topics will include an introduction to the various engineering disciplines; the role of engineers and engineering in society; the curriculum requirements for the various engineering disciplines at different four-year institutions; academic success strategies; personal and professional development techniques; an introduction to the engineering design process; an introduction to engineering problem-solving methodologies; engineering ethics; communication skills; and working as a member of a team. . ADVISORY: English 250. (Standard Letter Grade.) Effective: Spring 2021.

Physics

Physics



ADT: Physics AST - CSU Transfer

The Associate in Science in Physics for Transfer degree is designed to prepare student for a seamless transfer into the CSU system to complete a baccalaureate degree in Physics. Physics is the study of why and how the world we live in behaves the way it does. Using theories and laws based upon observation and testing, physics considers and describes the behavior of our everyday world including motion, forces, mechanical and thermal energy, waves, electricity and magnetism, and light. Physics majors typically receive at least a Bachelor's degree and are prepared for many jobs in government and industry as well as being prepared to pursue graduate education in many fields of science and engineering. The AS-T in Physics does not include some important lower-division classes that are required for a Bachelor's degree in Physics. Students taking courses at Gavilan who are preparing to transfer should take additional courses at Gavilan that are part of the lowerdivision preparation at CSU campuses so they are prepared to take upper-division major courses after transferring. Consult with the instructor or a counselor early in your first semester at Gavilan to ensure you will take all of the courses required for the major.

REQUIREMENTS: (24 units) **Units:** 24

PHYS 4A	Physics for Scientists and Engineers: Mechanics	4
PHYS 4B	Physics for Scientists and Engineers: Electricity and Magnetism	4
PHYS 4C	Physics for Scientists and Engineers - Heat, Optics, Modern Physics	4
MATH 1A	Single-Variable Calculus and Analytic Geometry	4
MATH 1B	Single-Variable Calculus and Analytic Geometry	4
MATH 1C	Multivariable Calculus	4

Associate Degree for Transfer Requirements: **Units:** 0

Units Required for the Major: 24 **Units:**
Double Counted Units: **Units:**
General Education Requirements: CSU GE: 39; IGETC: 37 **Units:** 37-39
Electives needed to get to 60 Units: **Units:**
Total Units for the Degree: 60 Units **Units:**
Total: 61-63

Courses

PHYS 1—Introduction to Physics (4.0) A new version of this course will be effective Summer 2020
3.0 Lecture, 3.0 Lab. This course is an introduction to the fundamental physical principles that control the world around us. Students will explore the fundamental principles of physics, their historical development, their application to everyday phenomena, and their impact upon political, social, and environmental issues. Laboratory exercises will explore the everyday world. ADVISORY: Mathematics 430. (Standard Letter Grade.) Effective: Spring 2018 to Summer 2020.

PHYS 1—Introduction to Physics (4.0)
3.0 Lecture, 3.0 Lab. This course is an introduction to the fundamental physical principles that control the world around us. Students will explore the fundamental principles of physics, their historical development, their application to everyday phenomena, and their impact upon political, social, and environmental issues. Laboratory exercises will explore the everyday world. ADVISORY: Mathematics 430 or skills equivalent to those in an Elementary Algebra course. (Standard Letter Grade.) Effective: Summer 2020.

PHYS 2A—General Physics I (4.0)
3.0 Lecture, 3.0 Lab. An introduction to the principles of physics using algebra and trigonometry. Topics include kinematics in one and two dimensions, vectors, equilibrium and non-equilibrium applications of Newton's Laws, work and energy, momentum, rotational kinematics and dynamics, simple harmonic motion, elasticity, thermal physics, thermodynamics, and waves. (C-ID: PHYS 105), (C-ID: PHYS 100S: Phys 2A + Phys 2B) PREREQUISITE: MATH 8A ADVISORY: Eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Fall 2018.

PHYS 2B—General Physics II (4.0) A new version of this course will be effective Spring 2021
3.0 Lecture, 3.0 Lab. An introduction to the principles of physics using algebra and trigonometry. Topics include electricity and magnetism, light and optics, modern physics, and an introduction to relativity. (C-ID: PHYS 110) (C-ID: PHYS 100S: Phys 2A + Phys 2B) PREREQUISITE: Physics 2A with a grade of 'C' or better. ADVISORY: Eligible for English 250 and English 260 (Standard Letter Grade.) Effective: Spring 2019 to Spring 2021.

PHYS 2B—General Physics II (4.0)
3.0 Lecture, 3.0 Lab. An introduction to the principles of physics using algebra and trigonometry. Topics include electricity and magnetism, light and optics, modern physics, and an introduction to relativity. (C-ID: PHYS 110) (C-ID: PHYS 100S: Phys 2A + Phys 2B) PREREQUISITE: Physics 2A with a grade of 'C' or better. ADVISORY: Eligible for English 250 and English 260 (Standard Letter Grade.) Effective: Spring 2021.

PHYS 4A—Physics for Scientists and Engineers: Mechanics (4.0) A new version of this course will be effective Spring 2021
3.0 Lecture, 3.0 Lab. An introduction to the principles of physics using calculus. Topics include kinematics in one, two and three dimensions, vectors, equilibrium and non-equilibrium applications of Newton's Laws, work and energy, momentum, systems of particles, rotational kinematics and dynamics, simple harmonic motion, elasticity, and waves. (C-ID: PHYS 205) (C-ID: PHYS 200S: Phys 4A + Phys 4B + Phys 4C) PREREQUISITE: Completion of MATH 1A with a grade of 'C' or better, AND completion of PHYS 2A with a grade of 'C' or better OR High School Physics with a grade of 'B' or better. COREQUISITE: MATH 1B. (Standard Letter Grade.) Effective: Spring 2019 to Spring 2021.

PHYS 4A—Physics for Scientists and Engineers: Mechanics (4.0)
3.0 Lecture, 3.0 Lab. An introduction to the principles of physics using calculus. Topics include kinematics in one, two and three dimensions, vectors, equilibrium and non-equilibrium applications of Newton's Laws, work and energy, momentum, systems of particles, rotational kinematics and dynamics, simple harmonic motion, elasticity, and waves. (C-ID: PHYS 205) (C-ID: PHYS 200S: Phys 4A + Phys 4B + Phys 4C) PREREQUISITE: Completion of MATH 1A with a grade of 'C' or

better, AND completion of PHYS 2A with a grade of 'C' or better OR High School Physics with a grade of 'B' or better. COREQUISITE: MATH 1B. (Standard Letter Grade.) Effective: Spring 2021.

PHYS 4B—Physics for Scientists and Engineers: Electricity and Magnetism (4.0) A new version of this course will be effective Spring 2021
3.0 Lecture, 3.0 Lab. An introduction to the principles of physics using calculus. Topics include charge, electric fields, Gauss' Law, electric potential, capacitance, current and resistance, circuit analysis, magnetic fields, Ampere's Law, Faraday's Law, and electromagnetic waves. (C-ID: PHYS 210) (C-ID: PHYS 200S: Phys 4A + Phys 4B + Phys 4C) PREREQUISITE: Completion of MATH 1B with a grade of 'C' or better, AND completion of PHYS 4A with a grade of 'C' or better. COREQUISITE: MATH 1C. (Standard Letter Grade.) Effective: Fall 2018 to Spring 2021.

PHYS 4B—Physics for Scientists and Engineers: Electricity and Magnetism (4.0)
3.0 Lecture, 3.0 Lab. An introduction to the principles of physics using calculus. Topics include charge, electric fields, Gauss' Law, electric potential, capacitance, current and resistance, circuit analysis, magnetic fields, Ampere's Law, Faraday's Law, and electromagnetic waves. (C-ID: PHYS 210) (C-ID: PHYS 200S: Phys 4A + Phys 4B + Phys 4C) PREREQUISITE: Completion of MATH 1B with a grade of 'C' or better, AND completion of PHYS 4A with a grade of 'C' or better. COREQUISITE: MATH 1C. (Standard Letter Grade.) Effective: Spring 2021.

PHYS 4C—Physics for Scientists and Engineers-Heat/Optics/Modern Physics (4.0)
3.0 Lecture, 3.0 Lab. An introduction to the principles of physics using calculus. Topics include light, optics, interference, diffraction, thermal energy, the Laws of Thermodynamics, the kinetic theory of gases, and an introduction to relativity and modern physics. (C-ID: PHYS 215) (C-ID: PHYS 200S: Phys 4A + Phys 4B + Phys 4C) PREREQUISITE: Completion of MATH 1C with a grade of 'C' or better, AND completion of PHYS 4A with a grade of 'C' or better, AND completion of PHYS 4B with a grade of 'C' or better. COREQUISITE: MATH 2 and MATH 2C. (Standard Letter Grade.) Effective: Spring 2019.

PHYS 23—Independent Study (1.0-2.0)
3.0-6.0 TBA. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2011.

Political Science

Political Science



ADT: Political Science AA-T - CSU Transfer

The Associate in Arts in Political Science for Transfer degree is designed to prepare students for a seamless transfer into the CSU system to complete a baccalaureate degree in Political Science. Political science is the study of governments, power relations, public policies, political theories, political processes, and political behavior. The Political science major at Gavilan College is designed to develop knowledge, analytical skills, and critical insight into the nature of politics and political problems. Political science subfields include American government, political theory, comparative politics, and international politics. The major introduces each of these subfields to prospective students. The aim of the AA-T degree in Political Science is to prepare students for active participation in political life, whether as informed citizens or residents, as well as to prepare students for transfer into the CSU system as a political science major specializing in several possible subfields such as American politics, campaign management studies, comparative politics, international relations and terrorism studies. The aim of the AA-T degree in Political Science is to prepare students for active participation in political life, whether as informed citizens or residents, as well as to prepare students for transfer into the CSU system as a political science major specializing in several possible subfields such as American politics, campaign management studies, comparative politics, international relations and terrorism studies.

REQUIREMENTS: (3 units) **Units:** 3

POLS 1	Introduction to American Government	3

LIST A: Select 3 (9 units) **Units:** 9

PSYC 32	Introduction to Research Methods	3
OR		
POLS 32	Introduction to Research Methods	3
POLS 3	Introduction to Comparative Politics	3
POLS 4	Introduction to International Relations	3
POLS 10	Introduction to Political Science	3
MATH 5	Introduction to Statistics	3

LIST B: Select 2 (6 units) **Units:** 6

POLS 5	Introduction to Modern International Terrorism	3
POLS 7	Introduction to California Government and Politics	3
POLS 9	Global Social Change	3
POLS 12	Introduction to Political Thought	3

Associate Degree for Transfer Requirements: **Units:** 0

Total Units for the Major: 18 **Units:**

Double Counted Units: CSU: 6 - 9; IGETC: 6 - 9	**Units:**
General Education Requirements: CSU: 39; IGETC: 37	**Units:** 37-39
Electives Needed to get to 60 Units: CSU: 9 - 12; IGETC: 9 - 12	**Units:**
Total Units for the Degree: 60	**Units:**
	Total: 55-57

Courses

POLS 1—Introduction to American Government (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. 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. (Standard Letter Grade.) Effective: Fall 2015 to Fall 2020.

POLS 1—Introduction to American Government (3.0)
3.0 Lecture. 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) (Standard Letter Grade.) Effective: Fall 2020.

POLS 3—Introduction to Comparative Politics (3.0)
3.0 Lecture. Comparative survey of political institutions and processes around the globe. Selected nations may include, but are not restricted to: the United Kingdom, France, Germany, Japan, Russia, India, Nigeria, and Mexico. (C-ID: POLS 130) ADVISORY: Eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Fall 2013.

POLS 4—Introduction to International Relations (3.0)
3.0 Lecture. This course provides an introduction to key contemporary international problems and the means to analyze them. Major parts of the course cover such topics as war and peace, foreign policymaking, the international economy, and future trends in world politics. (C-ID: POLS 140) (Standard Letter Grade.) Effective: Fall 2013.

POLS 5—Introduction to Modern International Terrorism (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. This course centers on conceptually defining terrorism (all types-foreign and domestic, left and right-wing, religious, environmental, and political, state and non-state), tracing the history and beginnings of modern international and domestic terrorism, critically examining the various U.S.- global responses to the 9-11-01 attacks, as well as generally evaluating and assessing how countries and people around the world try to cope with, prevent and/or respond to attacks by terrorist organizations, groups, or acts of terrorism perpetrated by nation-states or groups working with nation-states. This course has the option of a letter grade or pass/no pass. This course is also listed as AJ 5. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2016 to Spring 2021.

POLS 5—Introduction to Modern International Terrorism (3.0)
3.0 Lecture. This course centers on conceptually defining terrorism (all types-foreign and domestic, left and right-wing, religious, environmental, and political, state and non-state), tracing the history and beginnings of modern international and domestic terrorism, critically examining the various U.S.- global responses to the 9-11-01 attacks, as well as generally evaluating and assessing how countries and people around the world try to cope with, prevent and/or respond to attacks by terrorist organizations, groups, or acts of terrorism perpetrated by nation-states or groups working with nation-states. This course has the option of a letter grade or pass/no pass. This course is also listed as AJ 5. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

POLS 6—Introduction to Conflict Resolution (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. Introduction to Conflict Resolution introduces students to non-violent communication skills, conflict resolution, and mediation models. Integrating non-violent theory and practice, students will apply core concepts about the causes of conflict; choose, practice and evaluate communication skills in a variety of settings on campus and in the community; and formulate appropriate conflict resolution strategies based on analysis of varying conflict situations with sensitivity to ethnicity, class, sexuality, and gender influences. They will also develop and practice basic co-mediation skills in formal and informal settings. This course has the option of a letter grade or pass/no pass. This course is also listed as PSYC 6 and CMUN 6 ADVISORY: English 250 and English 260. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2016 to Fall 2020.

POLS 6—Introduction to Conflict Resolution (3.0)
3.0 Lecture. Introduction to Conflict Resolution introduces students to non-violent communication skills, conflict resolution, and mediation models. Integrating non-violent theory and practice, students will apply core concepts about the causes of conflict; choose, practice and evaluate communication skills in a variety of settings on campus and in the community; and formulate appropriate conflict resolution strategies based on analysis of varying conflict situations with sensitivity to ethnicity, class, sexuality, and gender influences. They will also develop and practice basic co-mediation skills in formal and informal settings. This course has the option of a letter grade or pass/no pass. This course is also listed as PSYC 6 and CMUN 6 ADVISORY: English 250 and English 260. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2020.

POLS 7—Introduction to California Government and Politics (3.0)
3.0 Lecture. The purpose of this course is to provide students with an in-depth understanding of how the state of California is governed. Emphasis will be placed on local elections, political parties, legislative, executive, and judicial power, special interest groups, lobbying, urban politics, how such a diverse and multi-linguistic state be effectively governed, and policy-making, citizen activism and the importance of community service. Major events in the historical development of California and on current issues of significance will be examined in the context of the United States and California state constitutions. ADVISORY: English 250 and English 260. (Standard Letter Grade.) Effective: Spring 2016.

POLS 10—Introduction to Political Science (3.0)
3.0 Lecture. Introduction to Political Science introduces students to the discipline of political science. It is designed to familiarize students with basic political concepts, political ideologies, theories, political systems, and sub-fields within the field of political science. (C-ID: POLS 150) (Standard Letter Grade.) Effective: Spring 2016.

POLS 12—Introduction to Political Thought (3.0)
3.0 Lecture. This course provides students with an introduction to and grounding in classical and modern political thought. Students will be introduced to theorists such as Plato, Aristotle, Machiavelli, and Marx. Students will also examine such timeless questions as: "What is justice?" "What is the good life?" and "What is power?" among others. This course is also listed as PHIL 12. Previously POLS 2. (C-ID: POLS 120) (Standard Letter Grade.) Effective: Fall 2013.

POLS 22—Field Work and Service (0.5-1.0)
1.5-3.0 TBA. 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. (Pass/No Pass.) Effective: Spring 2011.

POLS 23—Independent Study (1.0-2.0)
3.0-6.0 TBA. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2011.

POLS 27—Contemporary Leadership (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. This course provides a cross-disciplinary approach to the theory and practice of leadership. It covers the five practices and ten commitments of exemplary leadership, effective communication styles, and topics related to gender, culture, ethics, power, parliamentary procedure, and running effective meetings. The skills students will learn in this course are directly applicable to work, personal, and college environments. This course is also listed as GUID 27 and PSYC 27. ADVISORY: Eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Fall 2016 to Spring 2021.

POLS 27—Contemporary Leadership (3.0)
3.0 Lecture. This course provides a cross-disciplinary approach to the theory and practice of leadership. It covers the five practices and ten commitments of exemplary leadership, effective communication styles, and topics related to gender, culture, ethics, power, parliamentary procedure, and running effective meetings. The skills students will learn in this course are directly applicable to work, personal, and college environments. This course is also listed as GUID 27 and PSYC 27. ADVISORY: Eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Spring 2021.

POLS 32—Introduction to Research Methods (3.0) A new version of this course will be effective Spring 2020
3.0 Lecture. An overview of the methodologies used in experimental, quasi-experimental and non-experimental research in psychology. Students will learn how to design and conduct research, including formulating hypotheses, reviewing the literature, evaluating ethical issues, selecting methodologies, organizing data, applying statistics, and writing reports. This course is also listed as PSYC 32 and ANTH 32. (C-ID: POLS 160) PREREQUISITE: PSYC 10 with a grade or "C" or better and MATH 5 with a grade of "C" or better. (Standard Letter Grade.) Effective: Spring 2017 to Spring 2020.

POLS 32—Introduction to Research Methods (3.0)
3.0 Lecture. An overview of the methodologies used in experimental, quasi-experimental, and non-experimental research in psychology. Students will learn how to design and conduct research, including formulating hypotheses, reviewing the literature, evaluating ethical issues, selecting methodologies, organizing data, applying statistics, and writing reports. This course is also listed as PSYC 32 and ANTH 32. PREREQUISITE: PSYC 10 with a grade or "C" or better and MATH 5 with a grade of "C" or better. (Standard Letter Grade.) Effective: Spring 2020.

Psychology

Psychology



ADT: Psychology AA-T - CSU Transfer

The Associate in Arts in Psychology for Transfer degree is designed to prepare students for a seamless transfer into the CSU system to complete a baccalaureate degree in Psychology. Associate in Arts in Psychology for Transfer. The Associate in Arts in Psychology for Transfer at Gavilan College provides students with introductory exposure to psychology as the scientific study of thoughts, feelings, and behavior in the contexts in which they occur, as well as a field committed to taking its scientific findings and applying them to the prevention and resolution of personal and interpersonal problems. Students who complete this 18-unit degree program will be prepared to pursue a Bachelor's degree in Psychology at the California State University (CSU). Additionally, the psychology major will provide a foundation for further study and careers in other social sciences, education, business, law, law enforcement, and the health field. All courses in this major must be completed with a grade of "C" or better. Students who complete the Associate in Arts in Psychology for Transfer degree program will be prepared to pursue a Bachelor's degree in Psychology at the California State University (CSU). Additionally, the psychology major will provide a foundation for further study and careers in other social sciences

REQUIREMENTS: (9 units)		**Units:** 9
MATH 5	Introduction to Statistics	3
PSYC 10	Introduction to Psychology	3
PSYC 32	Introduction to Research Methods	3
LIST A: Select 1 (4 units)		**Units:** 4
BIO 10	Principles of Biology	4
BIO 12	Introduction to Human Biology	4
LIST B: Select 1 (3 units)		**Units:** 3-4
PSYC 11	Biological Psychology	3
LIST C: Select 1 (3 units)		**Units:** 3
PSYC 40	Child and Adolescent Development	3
PSYC 3	Child Growth and Development During the School Years	3
Associate Degree for Transfer Requirements:		**Units:** 0

Units Required for the Major: 19 - 20	**Units:**
Double Counted Units: CSU: 10 - 13; IGETC: 10 - 13	**Units:**
General Education Requirements: CSU GE: 39; IGETC: 37	**Units:** 37-39
Electives needed to get to 60 Units: CSU: 11 - 16: IGETC: 13 - 17	**Units:**

Total Units for the Degree: 60 Units **Units:**
Total: 56-59

Courses

PSYC 2—Early Child Development (3.0)
3.0 Lecture. This course examines typical and atypical development within the psychosocial, cognitive, and physical domains from conception through the preschool years. Upon completion of this course, students will be able to evaluate theories and research of child development and effectively apply and communicate their understanding through observation and evaluation. This course is also listed as CD 2. This course has the option of a letter grade or pass/no pass. ADVISORY: Eligible for English 1A; transfer student consult with advisor. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017.

PSYC 3—Child Growth and Development During the School Years (3.0) A new version of this course will be effective Fall 2021
3.0 Lecture. This course examines typical and atypical development within the psychosocial, cognitive and physical domains from middle childhood through adolescence. Upon completion of this course, students will be able to evaluate theories and research of child development and effectively apply and communicate their understanding through observation and evaluation. This course has the option of a letter grade or pass/no pass. This course is also listed as CD 3. ADVISORY: Eligible for English 1A; transfer students consult with advisor. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017 to Fall 2021.

PSYC 3—Child Growth and Development During the School Years (3.0)
3.0 Lecture. This course examines typical and atypical development within the psychosocial, cognitive and physical domains from middle childhood through adolescence. Upon completion of this course, students will be able to evaluate theories and research of child development and effectively apply and communicate their understanding through observation and evaluation. This course has the option of a letter grade or pass/no pass. This course is also listed as CD 3. (C-ID: CDEV100: CD2 + CD3) (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2021.

PSYC 5—Self-Assessment and Career Development (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. A course designed to assist the student in learning more about personal values, personality, interests, exploration of career choice, and occupational opportunities through the use of various personal assessment instruments. The delivery options for this course include online and self-paced formats. This course is also listed as GUID 1. ADVISORY: Eligible for English 250 and English 260. $12 fee will be charged for career assessment materials. (Standard Letter Grade.) Effective: Spring 2015 to Fall 2020.

PSYC 5—Self-Assessment and Career Development (3.0)
3.0 Lecture. This course is designed to assist the student in learning more about personal values, personality, interests, exploration of career choice, and occupational opportunities through the use of various personal assessment instruments. The delivery options for this course also include online and self-paced formats. This course is also listed as GUID 1. (Standard Letter Grade.) Effective: Fall 2020.

PSYC 6—Introduction to Conflict Resolution (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. Introduction to Conflict Resolution introduces students to non-violent communication skills, conflict resolution, and mediation models. Integrating non-violent theory and practice, students will apply core concepts about the causes of conflict; choose, practice and evaluate communication skills in a variety of settings on campus and in the community; and formulate appropriate conflict resolution strategies based on analysis of varying conflict situations with sensitivity to ethnicity, class, sexuality, and gender influences. They will also develop and practice basic co-mediation skills in formal and informal settings. This course has the option of a letter

grade or pass/no pass. This course is also listed as POLS 6 and CMUN 6 ADVISORY: English 250 and English 260. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2016 to Fall 2020.

PSYC 6—Introduction to Conflict Resolution (3.0)
3.0 Lecture. Introduction to Conflict Resolution introduces students to non-violent communication skills, conflict resolution, and mediation models. Integrating non-violent theory and practice, students will apply core concepts about the causes of conflict; choose, practice and evaluate communication skills in a variety of settings on campus and in the community; and formulate appropriate conflict resolution strategies based on analysis of varying conflict situations with sensitivity to ethnicity, class, sexuality, and gender influences. They will also develop and practice basic co-mediation skills in formal and informal settings. This course has the option of a letter grade or pass/no pass. This course is also listed as POLS 6 and CMUN 6 ADVISORY: English 250 and English 260. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2020.

PSYC 7—Cultural Context of Child and Family in a Diverse Society (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. Examines cultural influences on child-rearing practices, family values, and human development. Perspectives from social sciences are used to critique and review theoretical and practical implications of oppression and privilege as they apply to families, schools, and communities, including historical and socio-cultural factors. The processes of socialization and identity development, and the importance of respectful, reciprocal relationships that support and empower families. Self-examination and reflection on issues related to social identity, stereotypes and bias, social and educational access, media and schooling. Also listed as CD 7. ADVISORY: Eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Fall 2012 to Spring 2021.

PSYC 7—Cultural Context of Child and Family in a Diverse Society (3.0)
3.0 Lecture. 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 CD 7. (Standard Letter Grade.) Effective: Spring 2021.

PSYC 10—Introduction to Psychology (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. 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. (Standard Letter Grade.) Effective: Spring 2019 to Fall 2020.

PSYC 10—Introduction to Psychology (3.0)
3.0 Lecture. 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. (Standard Letter Grade.) Effective: Fall 2020.

PSYC 11—Biological Psychology (3.0) A new version of this course will be effective Summer 2020
3.0 Lecture. This course stresses the biological basis of behavior including: neuroanatomy, the senses, perception, learning, thinking, and psychological disorders. This course was previously

listed as PSYC 1B. (C-ID: PSYC 150) PREREQUISITE: Completion of PSYC 1A or PSYC 10 with a grade of 'C' or better. (Standard Letter Grade.) Effective: Spring 2019 to Summer 2020.

PSYC 11—Biological Psychology (3.0)
3.0 Lecture. This course stresses the biological basis of behavior including: neuroanatomy, the senses, perception, learning, thinking, and psychological disorders. This course was previously listed as PSYC 1B. (C-ID: PSYC 150) PREREQUISITE: Completion of PSYC 1A or PSYC 10 with a grade of 'C' or better. (Standard Letter Grade.) Effective: Summer 2020.

PSYC 22—Field Work and Service (0.5-1.0)
1.5-3.0 TBA. 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. (Pass/No Pass.) Effective: Spring 2011.

PSYC 23—Independent Study (1.0-2.0)
3.0-6.0 TBA. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2011.

PSYC 27—Contemporary Leadership (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. This course provides a cross-disciplinary approach to the theory and practice of leadership. It covers the five practices and ten commitments of exemplary leadership, effective communication styles, and topics related to gender, culture, ethics, power, parliamentary procedure, and running effective meetings. The skills students will learn in this course are directly applicable to work, personal, and college environments. This course is also listed as GUID 27 and POLS 27. ADVISORY: Eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Fall 2016 to Spring 2021.

PSYC 27—Contemporary Leadership (3.0)
3.0 Lecture. This course provides a cross-disciplinary approach to the theory and practice of leadership. It covers the five practices and ten commitments of exemplary leadership, effective communication styles, and topics related to gender, culture, ethics, power, parliamentary procedure, and running effective meetings. The skills students will learn in this course are directly applicable to work, personal, and college environments. This course is also listed as GUID 27 and POLS 27. ADVISORY: Eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Spring 2021.

PSYC 32—Introduction to Research Methods (3.0) A new version of this course will be effective Spring 2020
3.0 Lecture. An overview of the methodologies used in experimental, quasi-experimental and non-experimental research in psychology. Students will learn how to design and conduct research, including formulating hypotheses, reviewing the literature, evaluating ethical issues, selecting methodologies, organizing data, applying statistics, and writing reports. This course is also listed as ANTH 32 and POLS 32. PREREQUISITE: PSYC 10 with a grade of "C" or better and MATH 5 with a grade or "C" or better. (Standard Letter Grade.) Effective: Spring 2017 to Spring 2020.

PSYC 32—Introduction to Research Methods (3.0)
3.0 Lecture. An overview of the methodologies used in experimental, quasi-experimental, and non-experimental research in psychology. Students will learn how to design and conduct research, including formulating hypotheses, reviewing the literature, evaluating ethical issues, selecting methodologies, organizing data, applying statistics, and writing reports. This course is also listed as

ANTH 32 and POLS 32. PREREQUISITE: PSYC 10 with a grade or "C" or better and MATH 5 with a grade of "C" or better. (Standard Letter Grade.) Effective: Spring 2020.

PSYC 40—Child Development (3.0)
3.0 Lecture. This course examines the development within the psychosocial, cognitive/language development, and physical domains, both typical and atypical, from conception through adolescence. There will be an emphasis on interactions between maturational processes and environmental factors. While studying developmental theory and investigative research methodologies, students will observe children, evaluate individual differences and analyze characteristics of development at various stages. This course is appropriate for those working with students in transitional kindergarten, kindergarten, and early education classrooms. Also listed as CD 40. (C-ID: CDEV 100) ADVISORY: Eligible for English 1A; transfer students consult with advisor. (Standard Letter Grade.) Effective: Fall 2017.

PSYC 52—Peer Mentoring, Education, and Leadership (1.0) A new version of this course will be effective Summer 2020
1.0 Lecture. An overview of the principles, skills, and methods used in peer mentoring and education. Course emphasizes communication skills, goal setting, intervention techniques, and referral skills for peer leaders. Students will complete national Certified Peer Educator certification upon successful course completion. This course is also listed as GUID 52. ADVISORY: Eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Fall 2014 to Summer 2020.

PSYC 52—Peer Mentoring, Education, and Leadership (1.0)
1.0 Lecture. An overview of the principles, skills and methods used in peer mentoring and peer education. Course emphasizes communication skills, goal setting, intervention techniques, and referral skills for peer leaders. Student will earn nationally recognized Certified Peer Educator certification upon successful course completion. This course is also listed as GUID 52. (Standard Letter Grade.) Effective: Summer 2020.

PSYC 98—Special Topics (0.5-3.0)
0.5-3.0 Lecture. Special topics courses examine current problems or issues of interest to students within a specific discipline area. For topic content information, consult with the appropriate department chairperson. For transfer status, check with a counselor. This course may have the option of a letter grade or pass/no pass. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2011.

Public Health

BIO 7—Human Anatomy (4.0) A new version of this course will be effective Spring 2021
2.0 Lecture, 6.0 Lab. Structural organization of the human body: gross and microscopic structure of the integumentary, skeletal, muscular, nervous, sensory, endocrine, cardiovascular, lymphatic, respiratory, digestive, excretory, and reproductive systems, from cellular to organ system levels of organization. Includes dissection in lab. A cadaver is observed in this course. PREREQUISITE: Biological Science 10 or Biology 15 or Biology 12 with a grade of credit or C or better. (C-ID: BIOL 110B) ADVISORY: Eligible for English 250, English 260 and Mathematics 430. (Standard Letter Grade.) Effective: Spring 2017 to Spring 2021.

BIO 7—Human Anatomy (4.0)
2.0 Lecture, 6.0 Lab. Structural organization of the human body: gross and microscopic structure of the integumentary, skeletal, muscular, nervous, sensory, endocrine, cardiovascular, lymphatic, respiratory, digestive, excretory, and reproductive systems, from cellular to organ system levels of organization. Includes dissection in lab. A cadaver is observed in this course. PREREQUISITE: Biological Science 10 or Biology 15 or Biology 12 with a grade of credit or C or better. (C-ID: BIOL 110B) ADVISORY: Eligible for English 250, English 260 and Mathematics 430. (Standard Letter Grade.) Effective: Spring 2021.

BIO 9—Human Physiology (5.0) A new version of this course will be effective Spring 2021
4.0 Lecture, 3.0 Lab. Study of the physiological principles, function, integration and homeostasis of the human body at the cellular, tissue, organ, organ system and organism level: integumentary system, bone, skeletal, smooth and cardiac muscles, nervous system, sensory organs, cardiovascular system, lymphatic and immune systems, respiratory system, urinary system, endocrine system, and reproduction system. This course is also listed as Allied Health 9. (C-ID: BIOL 120B) PREREQUISITE: Chemistry 30A, Biological Science 7 or 15 with a grade of credit or C or Better. ADVISORY: Chemistry 30B; eligible for English 250, English 260 and Mathematics 205. (Standard Letter Grade.) Effective: Summer 2017 to Spring 2021.

BIO 9—Human Physiology (5.0)
4.0 Lecture, 3.0 Lab. Study of the physiological principles, function, integration and homeostasis of the human body at the cellular, tissue, organ, organ system and organism level: integumentary system, bone, skeletal, smooth and cardiac muscles, nervous system, sensory organs, cardiovascular system, lymphatic and immune systems, respiratory system, urinary system, endocrine system, and reproduction system. This course is also listed as Allied Health 9. (C-ID: BIOL 120B) PREREQUISITE: Chemistry 30A, Biological Science 7 or 15 with a grade of credit or C or Better. ADVISORY: Chemistry 30B; eligible for English 250, English 260 and Mathematics 205. (Standard Letter Grade.) Effective: Spring 2021.

BIO 10—Principles of Biology (4.0) A new version of this course will be effective Summer 2020
3.0 Lecture, 3.0 Lab. An introductory biology course covering functions at the cellular and organismal levels. Includes study of the basic principles of metabolism, heredity, evolution and ecology. Primarily for non-biological science majors. ADVISORY: Eligible for English 250, English 260 and Mathematics 430. (Standard Letter Grade.) Effective: Fall 2017 to Summer 2020.

BIO 10—Principles of Biology (4.0)
3.0 Lecture, 3.0 Lab. An introductory biology course covering functions at the cellular and organismal levels. Includes study of the basic principles of metabolism, heredity, evolution and ecology. Primarily for non-biological science majors. ADVISORY: Eligible for English 280 and Mathematics 430 or skills equivalent to those in an Elementary Algebra course. (Standard Letter Grade.) Effective: Summer 2020.

CHEM 1A—General Chemistry (5.0) A new version of this course will be effective Spring 2021
4.0 Lecture, 3.0 Lab. This is the first semester of a year-long general chemistry course designed for science, engineering and pre-professional majors. Topics include properties of matter, atomic structure, the Periodic Table, stoichiometry, elements and compounds, bonding, molecular structure, chemical reactions, states of matter, as well as the properties of gases and solutions. (C-ID: CHEM 110) (C-ID: CHEM 120S: Chem 1A + Chem 1B) ADVISORY: Eligible for English 250 and English 260. PREREQUISITE: Chemistry 30A with a grade of 'C' or better, or high school chemistry with a grade of 'B' or better completed within the last five years, and Mathematics 233 with a grade of 'C' or better. (Standard Letter Grade.) Effective: Fall 2016 to Spring 2021.

CHEM 1A—General Chemistry (5.0)
4.0 Lecture, 3.0 Lab. This is the first semester of a year-long general chemistry course designed for science, engineering and pre-professional majors. Topics include properties of matter, atomic structure, the Periodic Table, stoichiometry, elements and compounds, bonding, molecular structure, chemical reactions, states of matter, as well as the properties of gases and solutions. (C-ID: CHEM 110) (C-ID: CHEM 120S: Chem 1A + Chem 1B) ADVISORY: Eligible for English 250 and English 260. PREREQUISITE: Chemistry 30A with a grade of 'C' or better, or high school chemistry with a grade of 'B' or better completed within the last five years, and Mathematics 233 with a grade of 'C' or better. (Standard Letter Grade.) Effective: Spring 2021.

CHEM 1B—General Chemistry (5.0)

4.0 Lecture, 3.0 Lab. This is the second semester of a year-long general chemistry course designed as a continuation of Chemistry 1A. Topics include solutions, thermodynamics, chemical kenetics, the equilibria of acids and bases, solubility systems, complex ions, electrochemistry, the chemistry of metals and nonmetals, as well as nuclear chemistry. (C-ID: CHEM 120S: Chem 1A + Chem 1B) PREREQUISITE: Chemistry 1A with a grade of C or better. (Standard Letter Grade.) Effective: Fall 2016.

CHEM 1A—General Chemistry (5.0) A new version of this course will be effective Spring 2021
4.0 Lecture, 3.0 Lab. This is the first semester of a year-long general chemistry course designed for science, engineering and pre-professional majors. Topics include properties of matter, atomic structure, the Periodic Table, stoichiometry, elements and compounds, bonding, molecular structure, chemical reactions, states of matter, as well as the properties of gases and solutions. (C-ID: CHEM 110) (C-ID: CHEM 120S: Chem 1A + Chem 1B) ADVISORY: Eligible for English 250 and English 260. PREREQUISITE: Chemistry 30A with a grade of 'C' or better, or high school chemistry with a grade of 'B' or better completed within the last five years, and Mathematics 233 with a grade of 'C' or better. (Standard Letter Grade.) Effective: Fall 2016 to Spring 2021.

CHEM 1A—General Chemistry (5.0)
4.0 Lecture, 3.0 Lab. This is the first semester of a year-long general chemistry course designed for science, engineering and pre-professional majors. Topics include properties of matter, atomic structure, the Periodic Table, stoichiometry, elements and compounds, bonding, molecular structure, chemical reactions, states of matter, as well as the properties of gases and solutions. (C-ID: CHEM 110) (C-ID: CHEM 120S: Chem 1A + Chem 1B) ADVISORY: Eligible for English 250 and English 260. PREREQUISITE: Chemistry 30A with a grade of 'C' or better, or high school chemistry with a grade of 'B' or better completed within the last five years, and Mathematics 233 with a grade of 'C' or better. (Standard Letter Grade.) Effective: Spring 2021.

CHEM 1B—General Chemistry (5.0)
4.0 Lecture, 3.0 Lab. This is the second semester of a year-long general chemistry course designed as a continuation of Chemistry 1A. Topics include solutions, thermodynamics, chemical kenetics, the equilibria of acids and bases, solubility systems, complex ions, electrochemistry, the chemistry of metals and nonmetals, as well as nuclear chemistry. (C-ID: CHEM 120S: Chem 1A + Chem 1B) PREREQUISITE: Chemistry 1A with a grade of C or better. (Standard Letter Grade.) Effective: Fall 2016.

CHEM 12A—Organic Chemistry (5.0) A new version of this course will be effective Spring 2021
3.0 Lecture, 6.0 Lab. This is the first semester of a year-long organic chemistry course designed for chemistry majors, pre-professional medical, biology, and science majors. Topics include nomenclature, stereochemistry, mechanisms, reactions and spectroscopic studies of organic compounds. Lecture and laboratory methods will focus on synthesis, isolation, purification, elucidation, and identification of organic structures, as well as instrumental methods and data interpretation. (C-ID: CHEM 150, CHEM 160S 12A + 12B) PREREQUISITE: Chemistry 1B (Standard Letter Grade.) Effective: Fall 2016 to Spring 2021.

CHEM 12A—Organic Chemistry (5.0)
3.0 Lecture, 6.0 Lab. This is the first semester of a year-long organic chemistry course designed for chemistry majors, pre-professional medical, biology, and science majors. Topics include nomenclature, stereochemistry, mechanisms, reactions and spectroscopic studies of organic compounds. Lecture and laboratory methods will focus on synthesis, isolation, purification, elucidation, and identification of organic structures, as well as instrumental methods and data interpretation. (C-ID: CHEM 150, CHEM 160S) PREREQUISITE: Chemistry 1B (Standard Letter Grade.) Effective: Spring 2021.

CHEM 12B—Organic Chemistry (5.0)
3.0 Lecture, 6.0 Lab. 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. (C-ID: CHEM 160S CHEM 12A+12B) PREREQUISITE: Chemistry 12A (Standard Letter Grade.) Effective: Fall 2016.

ACCT 20—Financial Accounting (4.0) A new version of this course will be effective Fall 2018
4.0 Lecture. An introduction to accounting as an information system, examining why it is important and how it is used by investors, creditors, and others to make decisions. The course covers the accounting information system including the process, purpose, concepts, rules, and theory. The course will include the application of accounting principles, concepts, and theory used to accumulate and summarize financial data into financial statements. The course will include issues relating to asset, liability, and equity valuation, revenue and expense recognition, cash flow, internal controls, and ethics. The course will include the critical analysis and interpretation of financial information and financial statements. This course has the option of a letter grade or pass/no pass. (C-ID: ACCT 110) ADVISORY: Intermediate Algebra (Math 233 or Math 240), English College Reading (English 260), English Practical Writing (English 250), and basic computerized spreadsheet knowledge. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2014 to Fall 2018.

ACCT 20—Financial Accounting (4.0)
4.0 Lecture. An introduction to accounting as an information system, examining why it is important and how it is used by investors, creditors, and others to make decisions. The course covers the accounting information system including the process, purpose, concepts, rules, and theory. The course will include the application of accounting principles, concepts, and theory used to accumulate and summarize financial data into financial statements. The course will include issues relating to asset, liability, and equity valuation, revenue and expense recognition, cash flow, internal controls, and ethics. The course will include the critical analysis and interpretation of financial information and financial statements. This course has the option of a letter grade or pass/no pass. (C-ID: ACCT 110) ADVISORY: Intermediate Algebra (Math 233 or Math 240), English College Reading (English 260), English Practical Writing (English 250), and basic computerized spreadsheet knowledge. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2018.

ACCT 21—Managerial Accounting (4.0) A new version of this course will be effective Spring 2019
4.0 Lecture. This course will study how managers use accounting information for decision making, planning, directing and controlling. Topics will include managerial control methods, cost terms, cost concepts, cost behaviors, cost accounting, cost-volume-profit analysis, variable costing, budgeting, decision making concepts and other related topics. This course has the option of a letter grade or pass/no pass. (C-ID: ACCT 120) PREREQUISITE: ACCT 20, Financial Accounting. ADVISORY: Intermediate Algebra (Math 233 or Math 240), English College Reading (English 260), English Practical Writing (English 250), and basic computerized spreadsheet knowledge. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2015 to Spring 2019.

ACCT 21—Managerial Accounting (4.0)
4.0 Lecture. This course will study how managers use accounting information for decision making, planning, directing and controlling. Topics will include managerial control methods, cost terms, cost concepts, cost behaviors, cost accounting, cost-volume-profit analysis, variable costing, budgeting, decision making concepts and other related topics. This course has the option of a letter grade or pass/no pass. (C-ID: ACCT 120) PREREQUISITE: ACCT 20, Financial Accounting. ADVISORY: Intermediate Algebra (Math 235 or Math 240), eligible for English 1A and basic computerized spreadsheet knowledge. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019.

ACCT 23—Independent Study (1.0-2.0)
3.0-6.0 TBA. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2011.

CHEM 23—Independent Study (1.0-2.0)
3.0-6.0 TBA. 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 filled with the department and the dean. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2010.

CGD 30—Environmental Design (3.0)
2.0 Lecture, 3.0 Lab. Design and develop conceptual plans using freehand sketches and building information modeling (BIM) to produce rendered interior and exterior pictorials. Refine resultant 3D BIM models to address complexity of architectural design by meeting user's needs with an environmentally sound, cost effective, aesthetically pleasing design solution that complies with planning requirements and building code regulations. Generate plans and schedules to produce portions of construction documents required for obtaining building permits and providing bidding documents. Prepares students with technical design sills required for entering environmental planning and construction management. ADVISORY: CGD 2 (Standard Letter Grade.) Effective: Fall 2014.

AH 30—Standard First Aid and Cardiopulmonary Resuscitation (2.0) A new version of this course will be effective Fall 2017
2.0 Lecture. First aid training to prepare people to meet the needs of emergencies when medical assistance is delayed. Incorporates the techniques of cardiopulmonary resuscitation. Includes information on the care of wounds, fractures, burns, poisoning, shock, as well as elementary rescue transportation. A satisfactory grade qualifies the student for a Red Cross Standard First Aid card and the Red Cross CPR card. May be repeated three times for credit. (Standard Letter Grade.) Effective: Spring 2016 to Fall 2017.

JFT 30—Paramedic Core (11.0-14.0)
7.5-9.6 Lecture, 17.6-22.4 Lab. This course is designed to guide students to successful completion of the National Registry EMT-Paramedic exam and meets the training requirements mandated by the State of California, California Code of Regulations Title 22. The didactic instruction represents the delivery of primarily cognitive material. This is the first part of a three-part program. Students must successfully complete the didactic portion of training prior to progressing to Clinical training (part two). PREREQUISITE: JFT 17 EMT (Standard Letter Grade.) Effective: Fall 2013.

THEA 30—Dance Appreciation (3.0)
3.0 Lecture. Students will explore dance from an aesthetic, historic, and cultural point of view. Students will examine the elements of dance including body, space, time, and dynamic qualities and develop a vocabulary with which to analyze and write critically about dance. Dance will be explored in many of its genres including social dance, jazz dance, ballet, modern, and dance from cultures around the globe. Attendance at a live dance performance is required. (Standard Letter Grade.) Effective: Spring 2018.

AH 30—First Aid and CPR (3.0)
3.0 Lecture. This course involves the theory and detailed demonstration of the first aid care of the injured. The student will learn to assess a victim's condition and incorporate proper treatment. Standard first aid, CPR, and AED certification(s) will be granted upon successful completion of requirements. This course has the option of a letter grade or pass/no pass. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2017.

JFT 30—Paramedic Core (11.0-14.0)
5.0-7.0 Lecture, 17.3-20.8 Lab. This course is designed to guide students to successful completion of the National Registry EMT-Paramedic exam and meets the training requirements mandated by

the State of California, California Code of Regulations Title 22. The didactic instruction represents the delivery of primarily cognitive material. This is the first part of a three-part program. Students must successfully complete the didactic portion of training prior to progressing to Clinical training (part two). PREREQUISITE: JFT 17 EMT, (Standard Letter Grade.) Effective: Fall 2013.

CHEM 30A—Elementary Chemistry (4.0) A new version of this course will be effective Spring 2018
3.0 Lecture, 3.0 Lab. 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. (Standard Letter Grade.) Effective: Fall 2013 to Spring 2018.

CD 30A—Practicum I - Early Childhood Field Experience (4.0) A new version of this course will be effective Fall 2018
2.0 Lecture, 6.0 Lab. In this course the student will practice and demonstrate developmentally appropriate early childhood program planning and teaching competencies under the supervision of ECE/CD faculty and other qualified early education professionals. Students will utilize practical classroom experiences to make connections between theory and practice, develop professional behaviors, and develop professional behaviors working with children and families. Child centered, play oriented approaches to teaching, learning and assessment; and knowledge of curriculum content areas will be emphasized as student teachers design, implement and evaluate experiences that promote positive development and learning for all young children. (C-ID: ECE 210) ADVISORY: English 1A. PREREQUISITE: Completion of CD 1, CD 2 or CD/PSDYC 40, CD 5 or CD 7, and CD 32, with a grade of "C" of better. (Standard Letter Grade.) Effective: Spring 2016 to Fall 2018.

CHEM 30A—Elementary Chemistry (4.0) A new version of this course will be effective Summer 2020
3.0 Lecture, 3.0 Lab. 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. PREREQUISITE: Mathematics 430; eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Spring 2018 to Summer 2020.

CD 30A—Practicum I - EC Field Experience/Reflective Practice Seminar (4.0) A new version of this course will be effective Fall 2020
2.0 Lecture, 6.0 Lab. In this course the student will practice and demonstrate developmentally appropriate early childhood program planning and teaching competencies under the supervision of ECE/CD faculty and other qualified early education professionals. Students will utilize practical classroom experiences to make connections between theory and practice, develop professional behaviors, and develop professional behaviors working with children and families. Child centered, play oriented approaches to teaching, learning and assessment; and knowledge of curriculum content areas will be emphasized as student teachers design, implement and evaluate experiences that promote positive development and learning for all young children. (C-ID: ECE 210) ADVISORY: English 1A. PREREQUISITE: Completion of CD 1, CD 2 or CD/PSDYC 40, CD 5 or CD 7, and CD 32, with a grade of "C" of better. (Standard Letter Grade.) Effective: Fall 2018 to Fall 2020.

CHEM 30A—Elementary Chemistry (4.0)
3.0 Lecture, 3.0 Lab. 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. (C-ID: CHEM 101) PREREQUISITE: Mathematics 430 or skills equivalent to those in an Elementary Algebra course. (Standard Letter Grade.) Effective: Summer 2020.

CD 30A—Practicum I - EC Field Experience/Reflective Practice Seminar (4) ***Review all entries***
Prerequisite(s): CD 1 C or better; CD 2 C or better; CD 40 C or better or PSYC 40 C or better or CD 5 C or better; CD 7 C or better or CD 32 C or better. In this course the student will practice and demonstrate developmentally appropriate early childhood program planning and teaching competencies under the supervision of ECE/CD faculty and other qualified early education professionals. Students will utilize practical classroom experiences to make connections between theory and practice, develop professional behaviors, and develop professional behaviors working with children and families. Child centered, play oriented approaches to teaching, learning and assessment; and knowledge of curriculum content areas will be emphasized as student teachers design, implement and evaluate experiences that promote positive development and learning for all young children. (C-ID: ECE 210) ADVISORY: English 1A. PREREQUISITE: Completion of CD 1, CD 2 or CD/PSDYC 40, CD 5 or CD 7, and CD 32, with a grade of "C" of better. (Standard Letter Grade.) Effective: Fall 2020.

CD 30A—Practicum I - EC Field Experience/Reflective Practice Seminar (4.0)
2.0 Lecture, 6.0 Lab. In this course the student will practice and demonstrate developmentally appropriate early childhood program planning and teaching competencies under the supervision of ECE/CD faculty and other qualified early education professionals. Students will utilize practical classroom experiences to make connections between theory and practice, develop professional behaviors, and develop professional behaviors working with children and families. Child centered, play oriented approaches to teaching, learning and assessment; and knowledge of curriculum content areas will be emphasized as student teachers design, implement and evaluate experiences that promote positive development and learning for all young children. (C-ID: ECE 210) ADVISORY: English 1A. PREREQUISITE: Completion of CD 1, CD 2 or CD/PSDYC 40, CD 5 or CD 7, and CD 32, with a grade of "C" of better. (Standard Letter Grade.) Effective: Fall 2020.

CD 30B—Practicum II: Advanced Early Childhood Field Experience (4.0) A new version of this course will be effective Spring 2019
2.0 Lecture, 6.0 Lab. Advance practicum, continuation of CD 30A. Designing, developing and implementing contemporary curriculum and instructional methods for early childhood education programs. PREREQUISITE: Completion of Child Development CD 30A with a grade of "C" or higher. (Standard Letter Grade.) Effective: Fall 2015 to Spring 2019.

CHEM 30B—Elementary Organic and Biochemistry (4.0) A new version of this course will be effective Spring 2021
3.0 Lecture, 3.0 Lab. 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. (Standard Letter Grade.) Effective: Spring 2018 to Spring 2021.

CD 30B—Practicum II: Advanced Early Childhood/TK Field Experience (4.0) A new version of this course will be effective Fall 2020
2.0 Lecture, 6.0 Lab. Advance practicum, continuation of CD 30A. Designed for students at the end of their Early Childhood certificate program and/or Transitional Kindergarten certificate program. Student teachers will participate in 108 hours of supervised clinical practice. Designing, developing and implementing contemporary curriculum and instructional methods for early childhood education/transitional kindergarten programs. PREREQUISITE: Completion of Child Development CD 30A with a grade of "C" or higher. (Standard Letter Grade.) Effective: Spring 2019 to Fall 2020.

CD 30B—Practicum II: Advanced Early Childhood/TK Field Experience (4)
Review all entries
Prerequisite(s): CD 30A C or better. Advance practicum, continuation of CD 30A. Designed for students at the end of their Early Childhood certificate program and/or Transitional Kindergarten certificate program. Student teachers will participate in 108 hours of supervised clinical practice. Designing, developing and implementing contemporary curriculum and instructional methods for early childhood education/transitional kindergarten programs. PREREQUISITE: Completion of Child Development CD 30A with a grade of "C" or higher. (Standard Letter Grade.) Effective: Fall 2020.

CD 30B—Practicum II: Advanced Early Childhood/TK Field Experience (4.0)
2.0 Lecture, 6.0 Lab. Advance practicum, continuation of CD 30A. Designed for students at the end of their Early Childhood certificate program and/or Transitional Kindergarten certificate program. Student teachers will participate in 108 hours of supervised clinical practice. Designing, developing and implementing contemporary curriculum and instructional methods for early childhood education/transitional kindergarten programs. PREREQUISITE: Completion of Child Development CD 30A with a grade of "C" or higher. (Standard Letter Grade.) Effective: Fall 2020.

CHEM 30B—Elementary Organic and Biochemistry (4.0)
3.0 Lecture, 3.0 Lab. 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. (Standard Letter Grade.) Effective: Spring 2021.

ACCT 103—General Office Accounting (3.0) A new version of this course will be effective Fall 2017
3.0 Lecture. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2013 to Fall 2017.

ACCT 103—General Office Accounting (3.0)
3.0 Lecture. 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 430 or equivalent Arithmetic proficiency (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019.

ACCT 105—Payroll Accounting (3.0) A new version of this course will be effective Spring 2019
3.0 Lecture. This is an introductory course in payroll accounting. Topics include: payroll laws and regulations, computation of wages and salaries, Social Security taxes, income tax withholding, employer taxes, payroll tax filing and reporting, and other related topics. This course has the option of a letter grade or pass/no pass. ADVISORY: Eligible for Mathematics 205, completion of Accounting 101. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2016 to Spring 2019.

ACCT 105—Payroll Accounting (3.0)
3.0 Lecture. This is an introductory course in payroll accounting. Topics include: payroll laws and regulations, computation of wages and salaries, Social Security taxes, income tax withholding, employer taxes, payroll tax filing and reporting, and other related topics. This course has the option of a letter grade or pass/no pass. ADVISORY: Eligible for Mathematics 430 or equivalent Arithmetic proficiency. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019.

ACCT 111—Introduction to Income Tax (3.0)
3.0 Lecture. A study of theory, philosophy, and principles of income tax law and procedures for computing the tax liability. It includes practice in solving typical individual tax problems. This

course has the option of a letter grade or pass/no pass. PREREQUISITE: ACCT 103 or ACCT 20 (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2014.

ACCT 120—Computerized Accounting - QuickBooks (3.0) A new version of this course will be effective Fall 2017
3.0 Lecture. 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. This course is also listed as CSIS 120. (C-ID: ACCT 120) ADVISORY: CSIS 1 or CSIS 2 or the equivalent computer experience. ACCT 20 or ACCT 101 or ACCT 103 or ACCT 105 or the equivalent accounting experience. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2013 to Fall 2017.

ACCT 120—Computerized Accounting - QuickBooks (3.0)
3.0 Lecture. 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. This course is also listed as CSIS 120. (C-ID: ACCT 120) ADVISORY: CSIS 1 or CSIS 2 or the equivalent computer experience. ACCT 20 or ACCT 101 or ACCT 103 or ACCT 105 or the equivalent accounting experience. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019.

ACCT 121—Spreadsheet - MS Excel (1.0-2.0) A new version of this course will be effective Fall 2019
1.0-2.0 Lecture. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2015 to Fall 2019.

ACCT 121—Spreadsheet - MS Excel (3.0)
3.0 Lecture. This computer spreadsheet software course uses a hands-on approach to learning terms, commands, and applications of a spreadsheet program. It includes creating spreadsheets that utilize formulas, graphing, formatting, database features, and financial business calculations for decision making. 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 basic keyboarding skills. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2019.

ACCT 190—Occupational Work Experience/Accounting (1.0-4.0)
3.3-16.7 Lab. 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. Student repetition is allowed per Title 5 Section 55253. Minimum 2.00 GPA. REQUIRED: Declared vocational major. (Pass/No Pass.) Effective: Fall 2016.

ACCT 203—General Office Accounting (3.0) A new version of this course will be effective Spring 2019
3.0 Lecture. 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 430. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2017 to Spring 2019.

ACCT 220—Computerized Accounting - QuickBooks (3.0) A new version of this course will be effective Spring 2019
3.0 Lecture. 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. This course is also listed as CSIS 220.

(C-ID: ACCT 120) ADVISORY: CSIS 1 or CSIS 2 or the equivalent computer experience. ACCT 20 or ACCT 101 or ACCT 103 or ACCT 105 or the equivalent accounting experience. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2017 to Spring 2019.

HE 1—Health Education (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. This course focuses on attaining individual awareness, critical-thinking skills and self-responsibility relating to personal health. The interaction of individual physical, psychological, social, emotional, spiritual and environmental factors in determining health status is developed through integration of major concepts. This course has the option of a letter grade or pass/no pass. ADVISORY: Eligible for English 250 and English 260. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2019 to Fall 2020.

HE 1—Health Education (3.0)
3.0 Lecture. This course focuses on the exploration of major health issues and behaviors in the various dimensions of health. Emphasis is placed on individual responsibility for personal health and the promotion of informed, positive health behaviors. Topics include nutrition, exercise, weight control, mental health, stress management, violence, substance abuse, reproductive health, disease prevention, aging, healthcare, and environmental hazards and safety. This course has the option of a letter grade or pass/no pass. ADVISORY: College level reading and writing skills or equivalent placement using college assessment practice. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2020.

HE 2—Human Sexuality (3.0) A new version of this course will be effective Summer 2020
3.0 Lecture. Assists students in gaining increased knowledge, appreciation, and respect for their own sexuality, as well as others. Approved by the Board of Registered Nursing for 54 hours of continuing education credit (Provider #00892). (C-ID: PSY 130) ADVISORY: Eligible for English 250 and English 260 (Standard Letter Grade.) Effective: Spring 2018 to Summer 2020.

HE 2—Human Sexuality (3) *Review all entries*
Assists students in gaining increased knowledge, appreciation, and respect for their own sexuality, as well as others. Approved by the Board of Registered Nursing for 54 hours of continuing education credit (Provider #00892). (C-ID: PSY 130) ADVISORY: Eligible for English 250 and English 260 (Standard Letter Grade.) Effective: Summer 2020.

HE 5—Introduction to Public Health (3.0)
3.0 Lecture. This course is an introduction to the discipline of public health. It provides students with the basic concepts and terminologies of public health as well as an overview of the functions of various public health professions and institutions. ADVISORY: Eligible for English 1A. (Standard Letter Grade.) Effective: Fall 2019.

ECON 1—Principles of Macroeconomics (3.0) A new version of this course will be effective Summer 2020
3.0 Lecture. Introduction to the principles of macroeconomic analysis, economic institutions, and economic policy; supply and demand, determinants and distribution of output, income, and welfare through the market system; international trade and globalization. Measurement, determinants of, and policies relating to long-run economic growth, business cycle fluctuations, unemployment, and inflation. This course has the option of a letter grade or pass/no pass. (C-ID: ECON 202) PREREQUISITE: MATH 430 or MATH 205 (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2018 to Summer 2020.

ECON 1—Principles of Macroeconomics (3.0)
3.0 Lecture. Introduction to the principles of macroeconomic analysis, economic institutions, and economic policy; supply and demand, determinants and distribution of output, income, and welfare through the market system; international trade and globalization. Measurement, determinants of, and policies relating to long-run economic growth, business cycle fluctuations, unemployment, and inflation. This course has the option of a letter grade or pass/no pass. (C-ID: ECON 202)

PREREQUISITE: MATH 430 or MATH 205 (Option of a standard letter grade or Pass/no pass.) Effective: Summer 2020.

PSYC 10—Introduction to Psychology (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. 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. (Standard Letter Grade.) Effective: Spring 2019 to Fall 2020.

PSYC 10—Introduction to Psychology (3.0)
3.0 Lecture. 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. (Standard Letter Grade.) Effective: Fall 2020.

SOC 1A—Introduction to Sociology (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. 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. (Standard Letter Grade.) Effective: Spring 2015 to Fall 2020.

SOC 1A—Introduction to Sociology (3.0)
3.0 Lecture. 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: Completion of English 280 or equivalent skill level recommended. (Standard Letter Grade.) Effective: Fall 2020.

SOC 1B—Introduction to Sociology: Social Problems (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. This course provides an overview of how sociologists understand, identify, and address social problems, including the role of power and ideology in the definition of social problems. Students will be introduced to and critically evaluate various theories to explain and analyze the causes and consequences of social problems, their presence in our lives, and the extent to which they can be defined as social problems. In addition to identifying contemporary social problems, students will explore the root causes of these social problems and search for potential solutions and methods of intervention. Some issues that may be examined are: economic globalization, immigration, poverty, inequalities in educational and employment opportunities, race and gender inequality, and crime and violence in society. (C-ID: SOCI 115) ADVISORY: Sociology 1A. (Standard Letter Grade.) Effective: Spring 2017 to Spring 2021.

SOC 1B—Introduction to Sociology: Social Problems (3.0)
3.0 Lecture. This course provides an overview of how sociologists understand, identify, and address social problems, including the role of power and ideology in the definition of social problems. Students will be introduced to and critically evaluate various theories to explain and analyze the causes and consequences of social problems, their presence in our lives, and the extent to which they can be defined as social problems. In addition to identifying contemporary social problems, students will explore the root causes of these social problems and search for potential solutions and methods of intervention. Some issues that may be examined are: economic globalization, immigration, poverty, inequalities in educational and employment opportunities, race and gender

inequality, and crime and violence in society. (C-ID: SOCI 115) ADVISORY: Sociology 1A. (Standard Letter Grade.) Effective: Spring 2021.

Public Health



ADT: Public Health Science AST - CSU Transfer

The Associate in Science in Public Health Science for Transfer Degree prepares students for a seamless transfer into the CSU system to complete a baccalaureate degree. The Public Health Science Transfer Degree is designed to prepare students for a CSU Major in: Health Science, Health Science with Health Education option, Health Science with Public Health option, Health Science with Community Health option, Health Science with Health Promotion and Disease Prevention, Health Education, Public Health, Public Health Promotion, Kinesiology with Health Education, Kinesiology with Health Science option, Kinesiology with Health and Wellness Promotion, Kinesiology with Health Promotion and Disease Prevention and Collaborative Health and Human Services with Community Health option.

Associate Degree for Transfer Requirements:

(1) Completion of 60 semester units that are eligible for transfer to the California State University, including both of the following:

(A) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education - Breadth Requirements.

(B) A minimum of 18 semester units in a major or area of emphasis, as determined by the community college district.

(2) Obtainment of a minimum grade point average of 2.0.

Title 5 section 55063(a) also require that students must earn a C or better in all courses required for the major or area of emphasis, or a "P" if the course was taken on a 'pass-no-pass' basis.

Required Core

HE 1	Health Education	3
HE 5	Introduction to Public Health	3
MATH 5	Introduction to Statistics	3
BIO 10	Principles of Biology	4
CHEM 1A	General Chemistry	5
OR		

CHEM 30A	Elementary Chemistry	4
PSYC 10	Introduction to Psychology	3
BIO 7	Human Anatomy	4
AND		
BIO 9	Human Physiology	5

List A: Select one (3 units)

BIO 11	Nutrition	3
ECON 1	Principles of Macroeconomics	3
ECON 2	Principles of Microeconomics	3
HE 2	Human Sexuality	3
SOC 1A	Introduction to Sociology	3

General Education Requirements: CSU GE: 39; IGETC: 37

Units: 37-39
Total: 69-72

Courses

BIO 7—Human Anatomy (4.0) A new version of this course will be effective Spring 2021
2.0 Lecture, 6.0 Lab. Structural organization of the human body: gross and microscopic structure of the integumentary, skeletal, muscular, nervous, sensory, endocrine, cardiovascular, lymphatic, respiratory, digestive, excretory, and reproductive systems, from cellular to organ system levels of organization. Includes dissection in lab. A cadaver is observed in this course. PREREQUISITE: Biological Science 10 or Biology 15 or Biology 12 with a grade of credit or C or better. (C-ID: BIOL 110B) ADVISORY: Eligible for English 250, English 260 and Mathematics 430. (Standard Letter Grade.) Effective: Spring 2017 to Spring 2021.

BIO 7—Human Anatomy (4.0)
2.0 Lecture, 6.0 Lab. Structural organization of the human body: gross and microscopic structure of the integumentary, skeletal, muscular, nervous, sensory, endocrine, cardiovascular, lymphatic, respiratory, digestive, excretory, and reproductive systems, from cellular to organ system levels of organization. Includes dissection in lab. A cadaver is observed in this course. PREREQUISITE: Biological Science 10 or Biology 15 or Biology 12 with a grade of credit or C or better. (C-ID: BIOL 110B) ADVISORY: Eligible for English 250, English 260 and Mathematics 430. (Standard Letter Grade.) Effective: Spring 2021.

BIO 9—Human Physiology (5.0) A new version of this course will be effective Spring 2021
4.0 Lecture, 3.0 Lab. Study of the physiological principles, function, integration and homeostasis of the human body at the cellular, tissue, organ, organ system and organism level: integumentary system, bone, skeletal, smooth and cardiac muscles, nervous system, sensory organs, cardiovascular system, lymphatic and immune systems, respiratory system, urinary system, endocrine system, and reproduction system. This course is also listed as Allied Health 9. (C-ID: BIOL 120B) PREREQUISITE: Chemistry 30A, Biological Science 7 or 15 with a grade of credit or C or Better. ADVISORY: Chemistry 30B; eligible for English 250, English 260 and Mathematics 205. (Standard Letter Grade.) Effective: Summer 2017 to Spring 2021.

BIO 9—Human Physiology (5.0)
4.0 Lecture, 3.0 Lab. Study of the physiological principles, function, integration and homeostasis of the human body at the cellular, tissue, organ, organ system and organism level: integumentary system, bone, skeletal, smooth and cardiac muscles, nervous system, sensory organs, cardiovascular system, lymphatic and immune systems, respiratory system, urinary system,

endocrine system, and reproduction system. This course is also listed as Allied Health 9. (C-ID: BIOL 120B) PREREQUISITE: Chemistry 30A, Biological Science 7 or 15 with a grade of credit or C or Better. ADVISORY: Chemistry 30B; eligible for English 250, English 260 and Mathematics 205. (Standard Letter Grade.) Effective: Spring 2021.

BIO 10—Principles of Biology (4.0) A new version of this course will be effective Summer 2020
3.0 Lecture, 3.0 Lab. An introductory biology course covering functions at the cellular and organismal levels. Includes study of the basic principles of metabolism, heredity, evolution and ecology. Primarily for non-biological science majors. ADVISORY: Eligible for English 250, English 260 and Mathematics 430. (Standard Letter Grade.) Effective: Fall 2017 to Summer 2020.

BIO 10—Principles of Biology (4.0)
3.0 Lecture, 3.0 Lab. An introductory biology course covering functions at the cellular and organismal levels. Includes study of the basic principles of metabolism, heredity, evolution and ecology. Primarily for non-biological science majors. ADVISORY: Eligible for English 280 and Mathematics 430 or skills equivalent to those in an Elementary Algebra course. (Standard Letter Grade.) Effective: Summer 2020.

CHEM 1A—General Chemistry (5.0) A new version of this course will be effective Spring 2021
4.0 Lecture, 3.0 Lab. This is the first semester of a year-long general chemistry course designed for science, engineering and pre-professional majors. Topics include properties of matter, atomic structure, the Periodic Table, stoichiometry, elements and compounds, bonding, molecular structure, chemical reactions, states of matter, as well as the properties of gases and solutions. (C-ID: CHEM 110) (C-ID: CHEM 120S: Chem 1A + Chem 1B) ADVISORY: Eligible for English 250 and English 260. PREREQUISITE: Chemistry 30A with a grade of 'C' or better, or high school chemistry with a grade of 'B' or better completed within the last five years, and Mathematics 233 with a grade of 'C' or better. (Standard Letter Grade.) Effective: Fall 2016 to Spring 2021.

CHEM 1A—General Chemistry (5.0)
4.0 Lecture, 3.0 Lab. This is the first semester of a year-long general chemistry course designed for science, engineering and pre-professional majors. Topics include properties of matter, atomic structure, the Periodic Table, stoichiometry, elements and compounds, bonding, molecular structure, chemical reactions, states of matter, as well as the properties of gases and solutions. (C-ID: CHEM 110) (C-ID: CHEM 120S: Chem 1A + Chem 1B) ADVISORY: Eligible for English 250 and English 260. PREREQUISITE: Chemistry 30A with a grade of 'C' or better, or high school chemistry with a grade of 'B' or better completed within the last five years, and Mathematics 233 with a grade of 'C' or better. (Standard Letter Grade.) Effective: Spring 2021.

CHEM 1B—General Chemistry (5.0)
4.0 Lecture, 3.0 Lab. This is the second semester of a year-long general chemistry course designed as a continuation of Chemistry 1A. Topics include solutions, thermodynamics, chemical kenetics, the equilibria of acids and bases, solubility systems, complex ions, electrochemistry, the chemistry of metals and nonmetals, as well as nuclear chemistry. (C-ID: CHEM 120S: Chem 1A + Chem 1B) PREREQUISITE: Chemistry 1A with a grade of C or better. (Standard Letter Grade.) Effective: Fall 2016.

CHEM 1A—General Chemistry (5.0) A new version of this course will be effective Spring 2021
4.0 Lecture, 3.0 Lab. This is the first semester of a year-long general chemistry course designed for science, engineering and pre-professional majors. Topics include properties of matter, atomic structure, the Periodic Table, stoichiometry, elements and compounds, bonding, molecular structure, chemical reactions, states of matter, as well as the properties of gases and solutions. (C-ID: CHEM 110) (C-ID: CHEM 120S: Chem 1A + Chem 1B) ADVISORY: Eligible for English 250 and English 260. PREREQUISITE: Chemistry 30A with a grade of 'C' or better, or high school chemistry

with a grade of 'B' or better completed within the last five years, and Mathematics 233 with a grade of 'C' or better. (Standard Letter Grade.) Effective: Fall 2016 to Spring 2021.

CHEM 1A—General Chemistry (5.0)
4.0 Lecture, 3.0 Lab. This is the first semester of a year-long general chemistry course designed for science, engineering and pre-professional majors. Topics include properties of matter, atomic structure, the Periodic Table, stoichiometry, elements and compounds, bonding, molecular structure, chemical reactions, states of matter, as well as the properties of gases and solutions. (C-ID: CHEM 110) (C-ID: CHEM 120S: Chem 1A + Chem 1B) ADVISORY: Eligible for English 250 and English 260. PREREQUISITE: Chemistry 30A with a grade of 'C' or better, or high school chemistry with a grade of 'B' or better completed within the last five years, and Mathematics 233 with a grade of 'C' or better. (Standard Letter Grade.) Effective: Spring 2021.

CHEM 1B—General Chemistry (5.0)
4.0 Lecture, 3.0 Lab. This is the second semester of a year-long general chemistry course designed as a continuation of Chemistry 1A. Topics include solutions, thermodynamics, chemical kenetics, the equilibria of acids and bases, solubility systems, complex ions, electrochemistry, the chemistry of metals and nonmetals, as well as nuclear chemistry. (C-ID: CHEM 120S: Chem 1A + Chem 1B) PREREQUISITE: Chemistry 1A with a grade of C or better. (Standard Letter Grade.) Effective: Fall 2016.

CHEM 12A—Organic Chemistry (5.0) A new version of this course will be effective Spring 2021
3.0 Lecture, 6.0 Lab. This is the first semester of a year-long organic chemistry course designed for chemistry majors, pre-professional medical, biology, and science majors. Topics include nomenclature, stereochemistry, mechanisms, reactions and spectroscopic studies of organic compounds. Lecture and laboratory methods will focus on synthesis, isolation, purification, elucidation, and identification of organic structures, as well as instrumental methods and data interpretation. (C-ID: CHEM 150, CHEM 160S 12A + 12B) PREREQUISITE: Chemistry 1B (Standard Letter Grade.) Effective: Fall 2016 to Spring 2021.

CHEM 12A—Organic Chemistry (5.0)
3.0 Lecture, 6.0 Lab. This is the first semester of a year-long organic chemistry course designed for chemistry majors, pre-professional medical, biology, and science majors. Topics include nomenclature, stereochemistry, mechanisms, reactions and spectroscopic studies of organic compounds. Lecture and laboratory methods will focus on synthesis, isolation, purification, elucidation, and identification of organic structures, as well as instrumental methods and data interpretation. (C-ID: CHEM 150, CHEM 160S) PREREQUISITE: Chemistry 1B (Standard Letter Grade.) Effective: Spring 2021.

CHEM 12B—Organic Chemistry (5.0)
3.0 Lecture, 6.0 Lab. 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. (C-ID: CHEM 160S CHEM 12A+12B) PREREQUISITE: Chemistry 12A (Standard Letter Grade.) Effective: Fall 2016.

ACCT 20—Financial Accounting (4.0) A new version of this course will be effective Fall 2018
4.0 Lecture. An introduction to accounting as an information system, examining why it is important and how it is used by investors, creditors, and others to make decisions. The course covers the accounting information system including the process, purpose, concepts, rules, and theory. The course will include the application of accounting principles, concepts, and theory used to accumulate and summarize financial data into financial statements. The course will include issues relating to asset, liability, and equity valuation, revenue and expense recognition, cash flow, internal controls, and ethics. The course will include the critical analysis and interpretation of

financial information and financial statements. This course has the option of a letter grade or pass/no pass. (C-ID: ACCT 110) ADVISORY: Intermediate Algebra (Math 233 or Math 240), English College Reading (English 260), English Practical Writing (English 250), and basic computerized spreadsheet knowledge. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2014 to Fall 2018.

ACCT 20—Financial Accounting (4.0)
4.0 Lecture. An introduction to accounting as an information system, examining why it is important and how it is used by investors, creditors, and others to make decisions. The course covers the accounting information system including the process, purpose, concepts, rules, and theory. The course will include the application of accounting principles, concepts, and theory used to accumulate and summarize financial data into financial statements. The course will include issues relating to asset, liability, and equity valuation, revenue and expense recognition, cash flow, internal controls, and ethics. The course will include the critical analysis and interpretation of financial information and financial statements. This course has the option of a letter grade or pass/no pass. (C-ID: ACCT 110) ADVISORY: Intermediate Algebra (Math 233 or Math 240), English College Reading (English 260), English Practical Writing (English 250), and basic computerized spreadsheet knowledge. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2018.

ACCT 21—Managerial Accounting (4.0) A new version of this course will be effective Spring 2019
4.0 Lecture. This course will study how managers use accounting information for decision making, planning, directing and controlling. Topics will include managerial control methods, cost terms, cost concepts, cost behaviors, cost accounting, cost-volume-profit analysis, variable costing, budgeting, decision making concepts and other related topics. This course has the option of a letter grade or pass/no pass. (C-ID: ACCT 120) PREREQUISITE: ACCT 20, Financial Accounting. ADVISORY: Intermediate Algebra (Math 233 or Math 240), English College Reading (English 260), English Practical Writing (English 250), and basic computerized spreadsheet knowledge. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2015 to Spring 2019.

ACCT 21—Managerial Accounting (4.0)
4.0 Lecture. This course will study how managers use accounting information for decision making, planning, directing and controlling. Topics will include managerial control methods, cost terms, cost concepts, cost behaviors, cost accounting, cost-volume-profit analysis, variable costing, budgeting, decision making concepts and other related topics. This course has the option of a letter grade or pass/no pass. (C-ID: ACCT 120) PREREQUISITE: ACCT 20, Financial Accounting. ADVISORY: Intermediate Algebra (Math 235 or Math 240), eligible for English 1A and basic computerized spreadsheet knowledge. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019.

ACCT 23—Independent Study (1.0-2.0)
3.0-6.0 TBA. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2011.

CHEM 23—Independent Study (1.0-2.0)
3.0-6.0 TBA. 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 filled with the department and the dean. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2010.

CGD 30—Environmental Design (3.0)

2.0 Lecture, 3.0 Lab. Design and develop conceptual plans using freehand sketches and building information modeling (BIM) to produce rendered interior and exterior pictorials. Refine resultant 3D BIM models to address complexity of architectural design by meeting user's needs with an environmentally sound, cost effective, aesthetically pleasing design solution that complies with planning requirements and building code regulations. Generate plans and schedules to produce portions of construction documents required for obtaining building permits and providing bidding documents. Prepares students with technical design sills required for entering environmental planning and construction management. ADVISORY: CGD 2 (Standard Letter Grade.) Effective: Fall 2014.

AH 30—Standard First Aid and Cardiopulmonary Resuscitation (2.0) A new version of this course will be effective Fall 2017
2.0 Lecture. First aid training to prepare people to meet the needs of emergencies when medical assistance is delayed. Incorporates the techniques of cardiopulmonary resuscitation. Includes information on the care of wounds, fractures, burns, poisoning, shock, as well as elementary rescue transportation. A satisfactory grade qualifies the student for a Red Cross Standard First Aid card and the Red Cross CPR card. May be repeated three times for credit. (Standard Letter Grade.) Effective: Spring 2016 to Fall 2017.

JFT 30—Paramedic Core (11.0-14.0)
7.5-9.6 Lecture, 17.6-22.4 Lab. This course is designed to guide students to successful completion of the National Registry EMT-Paramedic exam and meets the training requirements mandated by the State of California, California Code of Regulations Title 22. The didactic instruction represents the delivery of primarily cognitive material. This is the first part of a three-part program. Students must successfully complete the didactic portion of training prior to progressing to Clinical training (part two). PREREQUISITE: JFT 17 EMT (Standard Letter Grade.) Effective: Fall 2013.

THEA 30—Dance Appreciation (3.0)
3.0 Lecture. Students will explore dance from an aesthetic, historic, and cultural point of view. Students will examine the elements of dance including body, space, time, and dynamic qualities and develop a vocabulary with which to analyze and write critically about dance. Dance will be explored in many of its genres including social dance, jazz dance, ballet, modern, and dance from cultures around the globe. Attendance at a live dance performance is required. (Standard Letter Grade.) Effective: Spring 2018.

AH 30—First Aid and CPR (3.0)
3.0 Lecture. This course involves the theory and detailed demonstration of the first aid care of the injured. The student will learn to assess a victim's condition and incorporate proper treatment. Standard first aid, CPR, and AED certification(s) will be granted upon successful completion of requirements. This course has the option of a letter grade or pass/no pass. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2017.

JFT 30—Paramedic Core (11.0-14.0)
5.0-7.0 Lecture, 17.3-20.8 Lab. This course is designed to guide students to successful completion of the National Registry EMT-Paramedic exam and meets the training requirements mandated by the State of California, California Code of Regulations Title 22. The didactic instruction represents the delivery of primarily cognitive material. This is the first part of a three-part program. Students must successfully complete the didactic portion of training prior to progressing to Clinical training (part two). PREREQUISITE: JFT 17 EMT, (Standard Letter Grade.) Effective: Fall 2013.

CHEM 30A—Elementary Chemistry (4.0) A new version of this course will be effective Spring 2018
3.0 Lecture, 3.0 Lab. 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. (Standard Letter Grade.) Effective: Fall 2013 to Spring 2018.

CD 30A—Practicum I - Early Childhood Field Experience (4.0) A new version of this course will be effective Fall 2018
2.0 Lecture, 6.0 Lab. In this course the student will practice and demonstrate developmentally appropriate early childhood program planning and teaching competencies under the supervision of ECE/CD faculty and other qualified early education professionals. Students will utilize practical classroom experiences to make connections between theory and practice, develop professional behaviors, and develop professional behaviors working with children and families. Child centered, play oriented approaches to teaching, learning and assessment; and knowledge of curriculum content areas will be emphasized as student teachers design, implement and evaluate experiences that promote positive development and learning for all young children. (C-ID: ECE 210) ADVISORY: English 1A. PREREQUISITE: Completion of CD 1, CD 2 or CD/PSDYC 40, CD 5 or CD 7, and CD 32, with a grade of "C" of better. (Standard Letter Grade.) Effective: Spring 2016 to Fall 2018.

CHEM 30A—Elementary Chemistry (4.0) A new version of this course will be effective Summer 2020
3.0 Lecture, 3.0 Lab. 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. PREREQUISITE: Mathematics 430; eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Spring 2018 to Summer 2020.

CD 30A—Practicum I - EC Field Experience/Reflective Practice Seminar (4.0) A new version of this course will be effective Fall 2020
2.0 Lecture, 6.0 Lab. In this course the student will practice and demonstrate developmentally appropriate early childhood program planning and teaching competencies under the supervision of ECE/CD faculty and other qualified early education professionals. Students will utilize practical classroom experiences to make connections between theory and practice, develop professional behaviors, and develop professional behaviors working with children and families. Child centered, play oriented approaches to teaching, learning and assessment; and knowledge of curriculum content areas will be emphasized as student teachers design, implement and evaluate experiences that promote positive development and learning for all young children. (C-ID: ECE 210) ADVISORY: English 1A. PREREQUISITE: Completion of CD 1, CD 2 or CD/PSDYC 40, CD 5 or CD 7, and CD 32, with a grade of "C" of better. (Standard Letter Grade.) Effective: Fall 2018 to Fall 2020.

CHEM 30A—Elementary Chemistry (4.0)
3.0 Lecture, 3.0 Lab. 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. (C-ID: CHEM 101) PREREQUISITE: Mathematics 430 or skills equivalent to those in an Elementary Algebra course. (Standard Letter Grade.) Effective: Summer 2020.

CD 30A—Practicum I - EC Field Experience/Reflective Practice Seminar (4) *Review all entries*
Prerequisite(s): CD 1 C or better; CD 2 C or better; CD 40 C or better or PSYC 40 C or better or CD 5 C or better; CD 7 C or better or CD 32 C or better. In this course the student will practice and demonstrate developmentally appropriate early childhood program planning and teaching competencies under the supervision of ECE/CD faculty and other qualified early education professionals. Students will utilize practical classroom experiences to make connections between theory and practice, develop professional behaviors, and develop professional behaviors working

with children and families. Child centered, play oriented approaches to teaching, learning and assessment; and knowledge of curriculum content areas will be emphasized as student teachers design, implement and evaluate experiences that promote positive development and learning for all young children. (C-ID: ECE 210) ADVISORY: English 1A. PREREQUISITE: Completion of CD 1, CD 2 or CD/PSDYC 40, CD 5 or CD 7, and CD 32, with a grade of "C" of better. (Standard Letter Grade.) Effective: Fall 2020.

CD 30A—Practicum I - EC Field Experience/Reflective Practice Seminar (4.0)
2.0 Lecture, 6.0 Lab. In this course the student will practice and demonstrate developmentally appropriate early childhood program planning and teaching competencies under the supervision of ECE/CD faculty and other qualified early education professionals. Students will utilize practical classroom experiences to make connections between theory and practice, develop professional behaviors, and develop professional behaviors working with children and families. Child centered, play oriented approaches to teaching, learning and assessment; and knowledge of curriculum content areas will be emphasized as student teachers design, implement and evaluate experiences that promote positive development and learning for all young children. (C-ID: ECE 210) ADVISORY: English 1A. PREREQUISITE: Completion of CD 1, CD 2 or CD/PSDYC 40, CD 5 or CD 7, and CD 32, with a grade of "C" of better. (Standard Letter Grade.) Effective: Fall 2020.

CD 30B—Practicum II: Advanced Early Childhood Field Experience (4.0) A new version of this course will be effective Spring 2019
2.0 Lecture, 6.0 Lab. Advance practicum, continuation of CD 30A. Designing, developing and implementing contemporary curriculum and instructional methods for early childhood education programs. PREREQUISITE: Completion of Child Development CD 30A with a grade of "C" or higher. (Standard Letter Grade.) Effective: Fall 2015 to Spring 2019.

CHEM 30B—Elementary Organic and Biochemistry (4.0) A new version of this course will be effective Spring 2021
3.0 Lecture, 3.0 Lab. 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. (Standard Letter Grade.) Effective: Spring 2018 to Spring 2021.

CD 30B—Practicum II: Advanced Early Childhood/TK Field Experience (4.0) A new version of this course will be effective Fall 2020
2.0 Lecture, 6.0 Lab. Advance practicum, continuation of CD 30A. Designed for students at the end of their Early Childhood certificate program and/or Transitional Kindergarten certificate program. Student teachers will participate in 108 hours of supervised clinical practice. Designing, developing and implementing contemporary curriculum and instructional methods for early childhood education/transitional kindergarten programs. PREREQUISITE: Completion of Child Development CD 30A with a grade of "C" or higher. (Standard Letter Grade.) Effective: Spring 2019 to Fall 2020.

CD 30B—Practicum II: Advanced Early Childhood/TK Field Experience (4)
Review all entries
Prerequisite(s): CD 30A C or better. Advance practicum, continuation of CD 30A. Designed for students at the end of their Early Childhood certificate program and/or Transitional Kindergarten certificate program. Student teachers will participate in 108 hours of supervised clinical practice. Designing, developing and implementing contemporary curriculum and instructional methods for early childhood education/transitional kindergarten programs. PREREQUISITE: Completion of Child Development CD 30A with a grade of "C" or higher. (Standard Letter Grade.) Effective: Fall 2020.

CD 30B—Practicum II: Advanced Early Childhood/TK Field Experience (4.0)

2.0 Lecture, 6.0 Lab. Advance practicum, continuation of CD 30A. Designed for students at the end of their Early Childhood certificate program and/or Transitional Kindergarten certificate program. Student teachers will participate in 108 hours of supervised clinical practice. Designing, developing and implementing contemporary curriculum and instructional methods for early childhood education/transitional kindergarten programs. PREREQUISITE: Completion of Child Development CD 30A with a grade of "C" or higher. (Standard Letter Grade.) Effective: Fall 2020.

CHEM 30B—Elementary Organic and Biochemistry (4.0)
3.0 Lecture, 3.0 Lab. 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. (Standard Letter Grade.) Effective: Spring 2021.

ACCT 103—General Office Accounting (3.0) A new version of this course will be effective Fall 2017
3.0 Lecture. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2013 to Fall 2017.

ACCT 103—General Office Accounting (3.0)
3.0 Lecture. 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 430 or equivalent Arithmetic proficiency (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019.

ACCT 105—Payroll Accounting (3.0) A new version of this course will be effective Spring 2019
3.0 Lecture. This is an introductory course in payroll accounting. Topics include: payroll laws and regulations, computation of wages and salaries, Social Security taxes, income tax withholding, employer taxes, payroll tax filing and reporting, and other related topics. This course has the option of a letter grade or pass/no pass. ADVISORY: Eligible for Mathematics 205, completion of Accounting 101. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2016 to Spring 2019.

ACCT 105—Payroll Accounting (3.0)
3.0 Lecture. This is an introductory course in payroll accounting. Topics include: payroll laws and regulations, computation of wages and salaries, Social Security taxes, income tax withholding, employer taxes, payroll tax filing and reporting, and other related topics. This course has the option of a letter grade or pass/no pass. ADVISORY: Eligible for Mathematics 430 or equivalent Arithmetic proficiency. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019.

ACCT 111—Introduction to Income Tax (3.0)
3.0 Lecture. A study of theory, philosophy, and principles of income tax law and procedures for computing the tax liability. It includes practice in solving typical individual tax problems. This course has the option of a letter grade or pass/no pass. PREREQUISITE: ACCT 103 or ACCT 20 (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2014.

ACCT 120—Computerized Accounting - QuickBooks (3.0) A new version of this course will be effective Fall 2017
3.0 Lecture. 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. This course is also listed as CSIS 120. (C-ID: ACCT 120) ADVISORY: CSIS 1 or CSIS 2 or the equivalent computer experience. ACCT 20 or

ACCT 101 or ACCT 103 or ACCT 105 or the equivalent accounting experience. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2013 to Fall 2017.

ACCT 120—Computerized Accounting - QuickBooks (3.0)
3.0 Lecture. 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. This course is also listed as CSIS 120. (C-ID: ACCT 120) ADVISORY: CSIS 1 or CSIS 2 or the equivalent computer experience. ACCT 20 or ACCT 101 or ACCT 103 or ACCT 105 or the equivalent accounting experience. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2019.

ACCT 121—Spreadsheet - MS Excel (1.0-2.0) A new version of this course will be effective Fall 2019
1.0-2.0 Lecture. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2015 to Fall 2019.

ACCT 121—Spreadsheet - MS Excel (3.0)
3.0 Lecture. This computer spreadsheet software course uses a hands-on approach to learning terms, commands, and applications of a spreadsheet program. It includes creating spreadsheets that utilize formulas, graphing, formatting, database features, and financial business calculations for decision making. 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 basic keyboarding skills. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2019.

ACCT 190—Occupational Work Experience/Accounting (1.0-4.0)
3.3-16.7 Lab. 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. Student repetition is allowed per Title 5 Section 55253. Minimum 2.00 GPA. REQUIRED: Declared vocational major. (Pass/No Pass.) Effective: Fall 2016.

ACCT 203—General Office Accounting (3.0) A new version of this course will be effective Spring 2019
3.0 Lecture. 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 430. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2017 to Spring 2019.

ACCT 220—Computerized Accounting - QuickBooks (3.0) A new version of this course will be effective Spring 2019
3.0 Lecture. 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. This course is also listed as CSIS 220. (C-ID: ACCT 120) ADVISORY: CSIS 1 or CSIS 2 or the equivalent computer experience. ACCT 20 or ACCT 101 or ACCT 103 or ACCT 105 or the equivalent accounting experience. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2017 to Spring 2019.

ECON 1—Principles of Macroeconomics (3.0) A new version of this course will be effective Summer 2020
3.0 Lecture. Introduction to the principles of macroeconomic analysis, economic institutions, and economic policy; supply and demand, determinants and distribution of output, income, and welfare through the market system; international trade and globalization. Measurement, determinants of,

and policies relating to long-run economic growth, business cycle fluctuations, unemployment, and inflation. This course has the option of a letter grade or pass/no pass. (C-ID: ECON 202) PREREQUISITE: MATH 430 or MATH 205 (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2018 to Summer 2020.

ECON 1—Principles of Macroeconomics (3.0)
3.0 Lecture. Introduction to the principles of macroeconomic analysis, economic institutions, and economic policy; supply and demand, determinants and distribution of output, income, and welfare through the market system; international trade and globalization. Measurement, determinants of, and policies relating to long-run economic growth, business cycle fluctuations, unemployment, and inflation. This course has the option of a letter grade or pass/no pass. (C-ID: ECON 202) PREREQUISITE: MATH 430 or MATH 205 (Option of a standard letter grade or Pass/no pass.) Effective: Summer 2020.

ECON 2—Principles of Microeconomics (3.0) A new version of this course will be effective Summer 2020
3.0 Lecture. Introduction to microeconomic principles, theory, and analysis. Topics include scarcity and resource allocation, specialization and exchange, and the determinants and distribution of output, income, and welfare through the market system, as well as elasticity, production and cost theory, and market failure caused by externalities and asymmetric information. Includes consumer choice and utility maximization, as well as profit maximization in various competitive settings. This course has the option of a letter grade or pass/no pass. (C-ID: ECON 201) PREREQUISITE: MATH 430 or MATH 205 (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2018 to Summer 2020.

ECON 2—Principles of Microeconomics (3.0)
3.0 Lecture. Introduction to microeconomic principles, theory, and analysis. Topics include scarcity and resource allocation, specialization and exchange, and the determinants and distribution of output, income, and welfare through the market system, as well as elasticity, production and cost theory, and market failure caused by externalities and asymmetric information. Includes consumer choice and utility maximization, as well as profit maximization in various competitive settings. This course has the option of a letter grade or pass/no pass. (C-ID: ECON 201) PREREQUISITE: MATH 430 or MATH 205 (Option of a standard letter grade or Pass/no pass.) Effective: Summer 2020.

HE 1—Health Education (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. This course focuses on attaining individual awareness, critical-thinking skills and self-responsibility relating to personal health. The interaction of individual physical, psychological, social, emotional, spiritual and environmental factors in determining health status is developed through integration of major concepts. This course has the option of a letter grade or pass/no pass. ADVISORY: Eligible for English 250 and English 260. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2019 to Fall 2020.

HE 1—Health Education (3.0)
3.0 Lecture. This course focuses on the exploration of major health issues and behaviors in the various dimensions of health. Emphasis is placed on individual responsibility for personal health and the promotion of informed, positive health behaviors. Topics include nutrition, exercise, weight control, mental health, stress management, violence, substance abuse, reproductive health, disease prevention, aging, healthcare, and environmental hazards and safety. This course has the option of a letter grade or pass/no pass. ADVISORY: College level reading and writing skills or equivalent placement using college assessment practice. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2020.

HE 2—Human Sexuality (3.0) A new version of this course will be effective Summer 2020
3.0 Lecture. Assists students in gaining increased knowledge, appreciation, and respect for their own sexuality, as well as others. Approved by the Board of Registered Nursing for 54 hours of

continuing education credit (Provider #00892). (C-ID: PSY 130) ADVISORY: Eligible for English 250 and English 260 (Standard Letter Grade.) Effective: Spring 2018 to Summer 2020.

HE 2—Human Sexuality (3) ***Review all entries***
Assists students in gaining increased knowledge, appreciation, and respect for their own sexuality, as well as others. Approved by the Board of Registered Nursing for 54 hours of continuing education credit (Provider #00892). (C-ID: PSY 130) ADVISORY: Eligible for English 250 and English 260 (Standard Letter Grade.) Effective: Summer 2020.

HE 5—Introduction to Public Health (3.0)
3.0 Lecture. This course is an introduction to the discipline of public health. It provides students with the basic concepts and terminologies of public health as well as an overview of the functions of various public health professions and institutions. ADVISORY: Eligible for English 1A. (Standard Letter Grade.) Effective: Fall 2019.

PSYC 10—Introduction to Psychology (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. 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. (Standard Letter Grade.) Effective: Spring 2019 to Fall 2020.

PSYC 10—Introduction to Psychology (3.0)
3.0 Lecture. 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. (Standard Letter Grade.) Effective: Fall 2020.

SOC 1A—Introduction to Sociology (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. 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. (Standard Letter Grade.) Effective: Spring 2015 to Fall 2020.

SOC 1A—Introduction to Sociology (3.0)
3.0 Lecture. 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: Completion of English 280 or equivalent skill level recommended. (Standard Letter Grade.) Effective: Fall 2020.

SOC 1B—Introduction to Sociology: Social Problems (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. This course provides an overview of how sociologists understand, identify, and address social problems, including the role of power and ideology in the definition of social problems. Students will be introduced to and critically evaluate various theories to explain and analyze the causes and consequences of social problems, their presence in our lives, and the extent to which they can be defined as social problems. In addition to identifying contemporary social problems, students will explore the root causes of these social problems and search for potential solutions and methods of intervention. Some issues that may be examined are: economic globalization, immigration, poverty, inequalities in educational and employment opportunities, race and gender

inequality, and crime and violence in society. (C-ID: SOCI 115) ADVISORY: Sociology 1A. (Standard Letter Grade.) Effective: Spring 2017 to Spring 2021.

SOC 1B—Introduction to Sociology: Social Problems (3.0)
3.0 Lecture. This course provides an overview of how sociologists understand, identify, and address social problems, including the role of power and ideology in the definition of social problems. Students will be introduced to and critically evaluate various theories to explain and analyze the causes and consequences of social problems, their presence in our lives, and the extent to which they can be defined as social problems. In addition to identifying contemporary social problems, students will explore the root causes of these social problems and search for potential solutions and methods of intervention. Some issues that may be examined are: economic globalization, immigration, poverty, inequalities in educational and employment opportunities, race and gender inequality, and crime and violence in society. (C-ID: SOCI 115) ADVISORY: Sociology 1A. (Standard Letter Grade.) Effective: Spring 2021.

Social Science

Social Science



ADT - Social Justice Studies AA-T - CSU Transfer

Social Justice Studies explores the important terrain between ideals of justice and everyday local, national, and global realities of injustice. Emphasizing interdisciplinary academic understanding as well as applied experience in community, the major inspires critical thinkers to draw upon rich legacies of scholars and activists who animate and sustain democratic movements for change. Students who wish to be informed citizens committed to strategic, accountable, and reflective engagement in business, government, non-profit, science, humanities, and artistic careers will find Social Justice Studies coursework helpful and inspiring. The Associate in Arts in Social Justice Studies for Transfer degree is designed to prepare students for a seamless transfer into the CSU system to complete a baccalaureate degree in Social Justice Studies.

(1) Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:

(A) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements.

(B) A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.

(2) Obtainment of a minimum grade point average of 2.0.

ADTs also require that students must earn a C or better in all courses required for the major or area of emphasis. A "P" (Pass) grade is not an acceptable grade for courses in the major.

Core Requirements (9 Units) **Units:** 9

SOC 3	Sociology of Race, Ethnicity and Cultural Identity	3
AND		
SJS 5	Introduction to Women's Studies	3
AND		
CMUN 4	Intercultural Communication	3
OR		
SOC 1B	Introduction to Sociology: Social Problems	3

LIST A: Select three courses from at least two of the following areas (9 units) **Units:** 9-12

Area 1: **Units:** 0

HIST 12	Mexican American Cultural History	3
OR		
HUM 12	Mexican American Cultural History	3
HIST 5	Women's Lives in Early United States History[3]	3
HIST 6	Women's Lives in Recent United States History	3
POLS 9	Global Social Change	3

Area 2 **Units:** 0

ENGL 2B	American Ethnic Literature	3
ENGL 2E	Introduction to Women Writers	3
HIST 4A	Global History Before 1500	3
HIST 4B	Global History After 1500	3
PHIL 3B	Contemporary Moral Issues	3

Area 3 **Units:** 0

SOC 1B	Introduction to Sociology: Social Problems	3
CMUN 6	Introduction to Conflict Resolution	3
OR		
POLS 6	Introduction to Conflict Resolution	3
OR		
PSYC 6	Introduction to Conflict Resolution	3
ANTH 3	Introduction to Cultural Anthropology	3
ANTH 6	Culture and Politics of Africa	3

Area 4 **Units:** 0

PSYC 32	Introduction to Research Methods	3
OR		
BUS 11	Statistics for Business and Economics	4
OR		
MATH 5	Introduction to Statistics	3

Area 5 **Units:** 0

SPAN 2B	Intermediate Spanish	5

OR		
SPAN 12A	Spanish for Spanish Speakers	5

General Education Requirements: CSU GE: 39; IGETC: 37 **Units:** 37-39
Total: 55-60

Liberal Arts: Social Sci Behavioral Emphasis AA

In this emphasis students will analyze theories and concepts related to social and psychological development, and political organizations. Students will study the scientific method and use research methodologies to analyze, compare and contrast, and synthesize psychological, political and social structures.

REQUIREMENTS: **Units:** 18

AJ 10	Introduction to the Administration of Justice	3
AJ 18	Community Relations and the Justice System	3
AH 3	The Person in the Life Cycle	3
AH 15	Survey of Human Anatomy and Physiology	5
OR		
BIO 15	Survey of Human Anatomy and Physiology	5
CD 2	Early Child Development	3
OR		
PSYC 2	Early Child Development	3
CD 3	Child Growth and Development During the School Years	3
OR		
PSYC 3	Child Growth and Development During the School Years	3
ECON 1	Principles of Macroeconomics	3
ECON 2	Principles of Microeconomics	3
JOUR 10	Mass Media and Society	3
OR		
SOC 10	Mass Media and Society	3
MATH 5	Introduction to Statistics	3
MATH 6	Calculus for Business/Social Science	3
POLS 6	Introduction to Conflict Resolution	3
OR		
CMUN 6	Introduction to Conflict Resolution	3
OR		
PSYC 6	Introduction to Conflict Resolution	3
PSYC 7	Cultural Context of Child and Family in a Diverse Society	3
OR		
CD 7	Cultural Context of Child and Family in a Diverse Society	3
POLS 1	Introduction to American Government	3
POLS 3	Introduction to Comparative Politics	3
POLS 4	Introduction to International Relations	3
PSYC 10	Introduction to Psychology	3
PSYC 11	Biological Psychology	3
SOC 1A	Introduction to Sociology	3
SOC 1B	Introduction to Sociology: Social Problems	3
SOC 3	Sociology of Race, Ethnicity and Cultural Identity	3
SOC 4	Sociology of Gender	3
SOC 21	Marriage and the Family	3

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 53-57

Liberal Arts: Social Sci Cultural Emphasis AA

In this emphasis students will analyze theories and concepts related to the development of cultural and historical development of societies. Students will study social science theory and practice to analyze, compare and contrast and synthesize aspects of societies and events from different regions and eras.

REQUIREMENTS: **Units:** 18

CMUN 6	Introduction to Conflict Resolution	3
OR		
POLS 6	Introduction to Conflict Resolution	3
OR		
PSYC 6	Introduction to Conflict Resolution	3
ANTH 1	Introduction to Physical Anthropology	3
ANTH 2	Introduction to Archaeology	3
ANTH 3	Introduction to Cultural Anthropology	3
ANTH 5	Magic, Witchcraft, and Religion	3
ART 10A	Cultural History of Ceramics	3
ART 21	Ancient Americas: A History through Art	3
CD 5	Child/Family and Community	3
CD 6	Games and Rhythms for Children	3
OR		
KIN 6	Games and Rhythms for Children	3
ECON 1	Principles of Macroeconomics	3
ECON 2	Principles of Microeconomics	3
GEOG 2	Cultural Geography	3
HIST 1	United States History through Reconstruction	3
HIST 2	United States History Reconstruction to the Present	3
HIST 3	History of California	3
HIST 4A	Global History Before 1500	3
HIST 4B	Global History After 1500	3
HIST 5	Women's Lives in Early United States History	3
HIST 6	Women's Lives in Recent United States History	3
HIST 7A	History of Western Civilization	3
HIST 7B	History of Western Civilization	3
HIST 12	Mexican American Cultural History	3
OR		
HUM 12	Mexican American Cultural History	3
HIST 21	Ancient Americas: A History through Art	3
POLS 1	Introduction to American Government	3
SOC 1A	Introduction to Sociology	3
SOC 1B	Introduction to Sociology: Social Problems	3
SOC 3	Sociology of Race, Ethnicity and Cultural Identity	3
SOC 4	Sociology of Gender	3

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 53-57

Courses

SOC 1A—Introduction to Sociology (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. 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. (Standard Letter Grade.) Effective: Spring 2015 to Fall 2020.

SOC 1A—Introduction to Sociology (3.0)
3.0 Lecture. 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: Completion of English 280 or equivalent skill level recommended. (Standard Letter Grade.) Effective: Fall 2020.

SOC 1B—Introduction to Sociology: Social Problems (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. This course provides an overview of how sociologists understand, identify, and address social problems, including the role of power and ideology in the definition of social problems. Students will be introduced to and critically evaluate various theories to explain and analyze the causes and consequences of social problems, their presence in our lives, and the extent to which they can be defined as social problems. In addition to identifying contemporary social problems, students will explore the root causes of these social problems and search for potential solutions and methods of intervention. Some issues that may be examined are: economic globalization, immigration, poverty, inequalities in educational and employment opportunities, race and gender inequality, and crime and violence in society. (C-ID: SOCI 115) ADVISORY: Sociology 1A. (Standard Letter Grade.) Effective: Spring 2017 to Spring 2021.

SOC 1B—Introduction to Sociology: Social Problems (3.0)
3.0 Lecture. This course provides an overview of how sociologists understand, identify, and address social problems, including the role of power and ideology in the definition of social problems. Students will be introduced to and critically evaluate various theories to explain and analyze the causes and consequences of social problems, their presence in our lives, and the extent to which they can be defined as social problems. In addition to identifying contemporary social problems, students will explore the root causes of these social problems and search for potential solutions and methods of intervention. Some issues that may be examined are: economic globalization, immigration, poverty, inequalities in educational and employment opportunities, race and gender inequality, and crime and violence in society. (C-ID: SOCI 115) ADVISORY: Sociology 1A. (Standard Letter Grade.) Effective: Spring 2021.

SOC 3—Sociology of Race, Ethnicity and Cultural Identity (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. This course is designed to introduce students to the basic sociological concepts and theories of race, ethnicity and cultural identity in U.S. society. Students will examine race, ethnicity and cultural identity as social constructs that permeate social structures and institutions, and how

they change over time and space. Over the semester students will critically analyze the ways which race, ethnicity, class, and gender/sexuality continually shape people's lives and experiences. While the class focuses on U.S. societies, students will also critically compare and contrast race and ethnicity in other societies. (C-ID: SOCI 150) ADVISORY: Eligible for English 250 and English 260. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2018 to Fall 2020.

SOC 3—Sociology of Race, Ethnicity and Cultural Identity (3.0) A new version of this course will be effective Fall 2021
3.0 Lecture. This course is designed to introduce students to the basic sociological concepts and theories of race, ethnicity and cultural identity in U.S. society. Students will examine race, ethnicity and cultural identity as social constructs that permeate social structures and institutions, and how they change over time and space. Over the semester students will critically analyze the ways which race, ethnicity, class, and gender/sexuality continually shape people's lives and experiences. While the class focuses on U.S. societies, students will also critically compare and contrast race and ethnicity in other societies. (C-ID: SOCI 150) ADVISORY: Eligible for English 250 and English 260. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2020 to Fall 2021.

SOC 3—Sociology of Race, Ethnicity and Cultural Identity (3.0)
3.0 Lecture. This course is designed to introduce students to the basic sociological concepts and theories of race, ethnicity and cultural identity in U.S. society. Students will examine race, ethnicity and cultural identity as social constructs that permeate social structures and institutions, and how they change over time and space. Over the semester students will critically analyze the ways which race, ethnicity, class, and gender/sexuality continually shape people's lives and experiences. While the class focuses on U.S. societies, students will also critically compare and contrast race and ethnicity in other societies. (C-ID: SOCI 150) . Also listed as ETHN 3B. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2021.

SOC 4—Sociology of Women and Men (3.0) A new version of this course will be effective Spring 2020
3.0 Lecture. This course is designed to introduce students to gender as a basic organizing principle of social life at the macro-analytic institutional level and the micro-analytic individual level. Students will examine how gender, femininity, and masculinity are socially constructed, and how these constructions shape gender, the socialization of gender, how individuals "do" gender, and how these affect self-identity, interpersonal interaction, and inequality in society. Students will critically analyze the interactions of gender with race, class, sexuality, the impact of economic and political change on gender expectations and practices. (C-ID: SOCI 140) ADVISORY: Eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Spring 2017 to Spring 2020.

SOC 4—Sociology of Gender (3.0)
3.0 Lecture. This course is designed to introduce students to gender as a basic organizing principle of social life at the macro-analytic institutional level and the micro-analytic individual level. Students will examine how gender, femininity, and masculinity are socially constructed, and how these constructions shape gender, the socialization of gender, how individuals "do" gender, and how these affect self-identity, interpersonal interaction, and inequality in society. Students will critically analyze the interactions of gender with race, class, sexuality, the impact of economic and political change on gender expectations and practices. NOTE: Course formerly Sociology of Women and Men (C-ID: SOCI 140) ADVISORY:ENGL 280 or eligible for ENGL 1A . (Standard Letter Grade.) Effective: Spring 2020.

SJS 5—Introduction to Women's Studies (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. This course offers an introduction to Women's Studies, an interdisciplinary academic field that explores the meaning of gender in society as it relates to the status of women. Students will analyze the social construction of gender, feminism, and gender issues in relation to family, education, work, health and reproduction, law, sexuality, media/representation, and globalization. Students will apply critical concepts and tools of feminist and gender studies in their academic and

personal lives, and in the community; and they will contribute to the struggle for gender equality. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2018 to Fall 2020.

SJS 5—Introduction to Women's Studies (3) ***Review all entries***
This course offers an introduction to Women's Studies, an interdisciplinary academic field that explores the meaning of gender in society as it relates to the status of women. Students will analyze the social construction of gender, feminism, and gender issues in relation to family, education, work, health and reproduction, law, sexuality, media/representation, and globalization. Students will apply critical concepts and tools of feminist and gender studies in their academic and personal lives, and in the community; and they will contribute to the struggle for gender equality. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2020.

SJS 5—Introduction to Women's Studies (3.0)
3.0 Lecture. This course offers an introduction to Women's Studies, an interdisciplinary academic field that explores the meaning of gender in society as it relates to the status of women. Students will analyze the social construction of gender, feminism, and gender issues in relation to family, education, work, health and reproduction, law, sexuality, media/representation, and globalization. Students will apply critical concepts and tools of feminist and gender studies in their academic and personal lives, and in the community; and they will contribute to the struggle for gender equality. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2020.

SOC 9—Global Social Change (3.0) This course will be discontinued effective Fall 2020
3.0 Lecture. This course examines the social, economic and political forces that have led to a process known as "globalization." It explores how the global integration of societies, economics, and cultures fundamentally transforms human life with specific emphasis on: the global economy and economic development; transnational political organizations; culture and identity; the effect of globalization on social stratification, including gender/race/ethnic inequalities; transnational migration; environmental change; and transnational social movements. Also listed as POLS 9. PREREQUISITE: English 250 ADVISORY: English 1A (Standard Letter Grade.) Effective: Fall 2012 to Fall 2020.

SOC 10—Mass Media and Society (3.0) A new version of this course will be effective Summer 2020
3.0 Lecture. This course helps us understand the 20th century revolution in mass media by focusing on the history, economics and social impact of the newspaper, book publishing, magazine, film, television, public relations, advertising and music industries. We will study audience, propaganda and mass communication theory; we will discuss new technology, ethnic media in the U.S., ethical issues and attempts to regulate or control the media. Honors students will complete more in-depth analysis of media issues, and will finish a media-related research project. This course is also listed as JOUR 10. This course has the option of a letter grade or pass/no pass. ADVISORY: English 250, English 260 (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2016 to Summer 2020.

SOC 10—Mass Media and Society (3.0)
3.0 Lecture. This course helps students understand the 20th century revolution in mass media by focusing on the history, economics and social impact of the newspaper, book publishing, magazine, film, television, public relations, advertising and music industries. Students will study audience, propaganda and mass communication theory; and discuss new technology, ethnic media in the United States, ethical issues and attempts to regulate or control the media. Honors students will complete more in-depth analysis of media issues, and will finish a media-related research project. This course is also listed as JOUR 10. This course has the option of a letter grade or pass/no pass. (Option of a standard letter grade or Pass/no pass.) Effective: Summer 2020.

SOC 21—Marriage and the Family (3.0) A new version of this course will be effective Fall 2020

3.0 Lecture. Overview of the sociological study of the family as a social institution. Examines historical and contemporary family patterns, theoretical perspectives regarding family roles and formation, and the effect of the economy, public policy, and other social institutions on families. Emphasis placed on gender, sexuality, social class, and racial/ethnic diversity in American families. (C-ID: SOCI 130) ADVISORY: Eligible for English 1A. (Standard Letter Grade.) Effective: Fall 2017 to Fall 2020.

SOC 21—Marriage and the Family (3.0)
3.0 Lecture. Overview of the sociological study of the family as a social institution. Examines historical and contemporary family patterns, theoretical perspectives regarding family roles and formation, and the effect of the economy, public policy, and other social institutions on families. Emphasis placed on gender, sexuality, social class, and racial/ethnic diversity in American families. (C-ID: SOCI 130) ADVISORY: Eligible for English 1A. (Standard Letter Grade.) Effective: Fall 2020.

SOC 22—Field Work and Service (0.5-1.0)
1.5-3.0 TBA. 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. (Pass/No Pass.) Effective: Spring 2011.

SOC 23—Independent Study (1.0-2.0)
3.0-6.0 TBA. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2011.

SOC 25—Sociology of Crime and Deviance (3.0)
3.0 Lecture. Sociological analysis of crime and deviance, criminal and deviant behavior, and the criminal justice system. Explores the history and social construction of crime and criminality and examines the definition of crime and its violations as well as the laws and methods used to control criminal behavior. Discuss measurement of crime and basic theoretical explanations of criminal behavior. Advisory: Completion of ENGL 280 or equivalent. C-ID (SOCI 160). (Standard Letter Grade.) Effective: Fall 2020.

Sociology

Sociology



ADT: Sociology AA-T - CSU Transfer

Sociology is the study of society and human behavior with emphasis on group dynamics and social structural dynamics. Sociological training prepares students for a wide variety of careers including: social services, counseling, politics, public administration, marketing, urban and environmental planning, public relations, personnel, and criminal justice. The Associate in Arts in Sociology for Transfer degree is designed to prepare students for a seamless transfer into the CSU system to complete a baccalaureate degree in Sociology. The degree provides preparation for students to complete advanced studies in several areas, including sociology, social work, environmental studies, education, public health and urban planning. Students completing this degree are guaranteed admission to the CSU system, but not to a particular campus or major.

Associate Degree for Transfer Requirements:

(1) Completion of 60 semester units that are eligible for transfer to the California State University, including both of the following:

(A) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education Breadth Requirements.

(B) A minimum of 18 semester units in a major area of emphasis, as determined by the community college district.

(2) Obtainment of a minimum grade point average of 2.0

Title 5 section 55063(a) also require that students must earn a C or better in all courses required for the major area of emphasis, or a "P" f the course was taken on a 'pass-no-pass' basis.

Required Core		**Units:**
SOC 1A	Introduction to Sociology	3
SOC 1B	Introduction to Sociology: Social Problems	3
MATH 5	Introduction to Statistics	3
List A		
SOC 21	Marriage and the Family	3
SOC 3	Sociology of Race, Ethnicity and Cultural Identity	3
List B (Select 1 Course)		
SOC 4	Sociology of Gender	3
SOC 10	Mass Media and Society	3
General Education Requirements: CSU GE: 39; IGETC: 37		**Units:** 37-39
Electives needed to reach 60 units		**Units:** 3
		Total: 49-51

Courses

SOC 1A—Introduction to Sociology (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. 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. (Standard Letter Grade.) Effective: Spring 2015 to Fall 2020.

SOC 1A—Introduction to Sociology (3.0)
3.0 Lecture. 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: Completion of English 280 or equivalent skill level recommended. (Standard Letter Grade.) Effective: Fall 2020.

SOC 1B—Introduction to Sociology: Social Problems (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. This course provides an overview of how sociologists understand, identify, and address social problems, including the role of power and ideology in the definition of social problems. Students will be introduced to and critically evaluate various theories to explain and analyze the causes and consequences of social problems, their presence in our lives, and the extent to which they can be defined as social problems. In addition to identifying contemporary social problems, students will explore the root causes of these social problems and search for potential solutions and methods of intervention. Some issues that may be examined are: economic globalization, immigration, poverty, inequalities in educational and employment opportunities, race and gender inequality, and crime and violence in society. (C-ID: SOCI 115) ADVISORY: Sociology 1A. (Standard Letter Grade.) Effective: Spring 2017 to Spring 2021.

SOC 1B—Introduction to Sociology: Social Problems (3.0)
3.0 Lecture. This course provides an overview of how sociologists understand, identify, and address social problems, including the role of power and ideology in the definition of social problems. Students will be introduced to and critically evaluate various theories to explain and analyze the causes and consequences of social problems, their presence in our lives, and the extent to which they can be defined as social problems. In addition to identifying contemporary social problems, students will explore the root causes of these social problems and search for potential solutions and methods of intervention. Some issues that may be examined are: economic globalization, immigration, poverty, inequalities in educational and employment opportunities, race and gender inequality, and crime and violence in society. (C-ID: SOCI 115) ADVISORY: Sociology 1A. (Standard Letter Grade.) Effective: Spring 2021.

SOC 3—Sociology of Race, Ethnicity and Cultural Identity (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. This course is designed to introduce students to the basic sociological concepts and theories of race, ethnicity and cultural identity in U.S. society. Students will examine race, ethnicity and cultural identity as social constructs that permeate social structures and institutions, and how they change over time and space. Over the semester students will critically analyze the ways which race, ethnicity, class, and gender/sexuality continually shape people's lives and experiences. While the class focuses on U.S. societies, students will also critically compare and contrast race and ethnicity in other societies. (C-ID: SOCI 150) ADVISORY: Eligible for English 250 and English 260. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2018 to Fall 2020.

SOC 3—Sociology of Race, Ethnicity and Cultural Identity (3.0) A new version of this course will be effective Fall 2021
3.0 Lecture. This course is designed to introduce students to the basic sociological concepts and theories of race, ethnicity and cultural identity in U.S. society. Students will examine race, ethnicity and cultural identity as social constructs that permeate social structures and institutions, and how they change over time and space. Over the semester students will critically analyze the ways which race, ethnicity, class, and gender/sexuality continually shape people's lives and experiences. While the class focuses on U.S. societies, students will also critically compare and contrast race and ethnicity in other societies. (C-ID: SOCI 150) ADVISORY: Eligible for English 250 and English 260. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2020 to Fall 2021.

SOC 3—Sociology of Race, Ethnicity and Cultural Identity (3.0)
3.0 Lecture. This course is designed to introduce students to the basic sociological concepts and theories of race, ethnicity and cultural identity in U.S. society. Students will examine race, ethnicity and cultural identity as social constructs that permeate social structures and institutions, and how they change over time and space. Over the semester students will critically analyze the ways which race, ethnicity, class, and gender/sexuality continually shape people's lives and experiences. While the class focuses on U.S. societies, students will also critically compare and contrast race and ethnicity in other societies. (C-ID: SOCI 150) . Also listed as ETHN 3B. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2021.

SOC 4—Sociology of Women and Men (3.0) A new version of this course will be effective Spring 2020
3.0 Lecture. This course is designed to introduce students to gender as a basic organizing principle of social life at the macro-analytic institutional level and the micro-analytic individual level. Students will examine how gender, femininity, and masculinity are socially constructed, and how these constructions shape gender, the socialization of gender, how individuals "do" gender, and how these affect self-identity, interpersonal interaction, and inequality in society. Students will critically analyze the interactions of gender with race, class, sexuality, the impact of economic and political change on gender expectations and practices. (C-ID: SOCI 140) ADVISORY: Eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Spring 2017 to Spring 2020.

SOC 4—Sociology of Gender (3.0)
3.0 Lecture. This course is designed to introduce students to gender as a basic organizing principle of social life at the macro-analytic institutional level and the micro-analytic individual level. Students will examine how gender, femininity, and masculinity are socially constructed, and how these constructions shape gender, the socialization of gender, how individuals "do" gender, and how these affect self-identity, interpersonal interaction, and inequality in society. Students will critically analyze the interactions of gender with race, class, sexuality, the impact of economic and political change on gender expectations and practices. NOTE: Course formerly Sociology of Women and Men (C-ID: SOCI 140) ADVISORY:ENGL 280 or eligible for ENGL 1A . (Standard Letter Grade.) Effective: Spring 2020.

SOC 9—Global Social Change (3.0) This course will be discontinued effective Fall 2020
3.0 Lecture. This course examines the social, economic and political forces that have led to a process known as "globalization." It explores how the global integration of societies, economics, and cultures fundamentally transforms human life with specific emphasis on: the global economy and economic development; transnational political organizations; culture and identity; the effect of globalization on social stratification, including gender/race/ethnic inequalities; transnational migration; environmental change; and transnational social movements. Also listed as POLS 9. PREREQUISITE: English 250 ADVISORY: English 1A (Standard Letter Grade.) Effective: Fall 2012 to Fall 2020.

SOC 10—Mass Media and Society (3.0) A new version of this course will be effective Summer 2020
3.0 Lecture. This course helps us understand the 20th century revolution in mass media by focusing on the history, economics and social impact of the newspaper, book publishing, magazine, film, television, public relations, advertising and music industries. We will study audience, propaganda and mass communication theory; we will discuss new technology, ethnic media in the U.S., ethical issues and attempts to regulate or control the media. Honors students will complete more in-depth analysis of media issues, and will finish a media-related research project. This course is also listed as JOUR 10. This course has the option of a letter grade or pass/no pass. ADVISORY: English 250, English 260 (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2016 to Summer 2020.

SOC 10—Mass Media and Society (3.0)

3.0 Lecture. This course helps students understand the 20th century revolution in mass media by focusing on the history, economics and social impact of the newspaper, book publishing, magazine, film, television, public relations, advertising and music industries. Students will study audience, propaganda and mass communication theory; and discuss new technology, ethnic media in the United States, ethical issues and attempts to regulate or control the media. Honors students will complete more in-depth analysis of media issues, and will finish a media-related research project. This course is also listed as JOUR 10. This course has the option of a letter grade or pass/no pass. (Option of a standard letter grade or Pass/no pass.) Effective: Summer 2020.

SOC 21—Marriage and the Family (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. Overview of the sociological study of the family as a social institution. Examines historical and contemporary family patterns, theoretical perspectives regarding family roles and formation, and the effect of the economy, public policy, and other social institutions on families. Emphasis placed on gender, sexuality, social class, and racial/ethnic diversity in American families. (C-ID: SOCI 130) ADVISORY: Eligible for English 1A. (Standard Letter Grade.) Effective: Fall 2017 to Fall 2020.

SOC 21—Marriage and the Family (3.0)
3.0 Lecture. Overview of the sociological study of the family as a social institution. Examines historical and contemporary family patterns, theoretical perspectives regarding family roles and formation, and the effect of the economy, public policy, and other social institutions on families. Emphasis placed on gender, sexuality, social class, and racial/ethnic diversity in American families. (C-ID: SOCI 130) ADVISORY: Eligible for English 1A. (Standard Letter Grade.) Effective: Fall 2020.

SOC 22—Field Work and Service (0.5-1.0)
1.5-3.0 TBA. 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. (Pass/No Pass.) Effective: Spring 2011.

SOC 23—Independent Study (1.0-2.0)
3.0-6.0 TBA. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2011.

SOC 25—Sociology of Crime and Deviance (3.0)
3.0 Lecture. Sociological analysis of crime and deviance, criminal and deviant behavior, and the criminal justice system. Explores the history and social construction of crime and criminality and examines the definition of crime and its violations as well as the laws and methods used to control criminal behavior. Discuss measurement of crime and basic theoretical explanations of criminal behavior. Advisory: Completion of ENGL 280 or equivalent. C-ID (SOCI 160). (Standard Letter Grade.) Effective: Fall 2020.

Spanish

Spanish



ADT: Spanish AA-T - CSU Transfer

The Associate in Arts in Spanish for Transfer degree is designed to prepare students for a seamless transfer into the CSU system to complete a baccalaureate degree in Spanish. The Spanish program at Gavilan College is committed to providing an environment that makes learning Spanish fun, exciting, yet challenging at the same time. The study of Foreign Languages not only enables a person to communicate in another language but also opens new doors to different cultures. Many of our students study Spanish to fulfill general education requirements, some study because of the need to communicate at work and many simply study Spanish for the enjoyment of learning another language. The Spanish program at Gavilan offers a wide range of courses for all students. Our program focuses in the areas of reading, writing, speaking and listening as well as having a fundamental awareness of different Hispanic cultures. The Spanish curriculum provides a program for both non-native and native students who wish to (1) pursue an advanced degree in Spanish, (2) broaden a general knowledge of Spanish, (3) develop listening and speaking skills, (4) prepare for a career as a Spanish educator. Our experienced instructors create an environment that both fulfills General Education requirements and offers students exemplary preparation for transfer into both university and vocational level programs. Upon completing the Associate in Arts in Spanish for Transfer degree, students will be prepared to transfer to a four-year institution for further study. More specifically, this degree is intended for students transferring to a California State University program. Transfer students are urged to consult a counselor and Spanish faculty to learn more about admission requirements to four-year institutions.

REQUIREMENTS: **Units:** 20

SPAN 1A	Elementary Spanish	5
SPAN 1B	Elementary Spanish	5
SPAN 2A	Intermediate Spanish	5
SPAN 2B	Intermediate Spanish	5

Substitution Courses: (0 - 3 Units) **Units:** 0

SPAN 8A	Conversational Spanish	3
SPAN 8B	Conversational Spanish	3
ANTH 3	Introduction to Cultural Anthropology	3
SOC 1A	Introduction to Sociology	3
CMUN 4	Intercultural Communication	3

List A: (0 - 5 Units) **Units:** 0-5

SPAN 12A	Spanish for Spanish Speakers	5
SPAN 12B	Spanish for Spanish Speakers	5
FRNH 1A	Elementary French	5

FRNH 1B	Elementary French	5

Associate Degree for Transfer Requirements: **Units:** 0

Units Required for the Major: 20 - 25 **Units:**
Double Counted Units: CSU: 6 - 9; IGETC: 6 - 9 **Units:**
General Education Requirements: CSU GE: 39; IGETC: 37 **Units:** 37-39
Electives needed to get to 60 Units: CSU: 2 - 10; IGETC: 4 - 12 **Units:**
Total Units for the Degree: 60 Units **Units:**
Total: 57-64

Spanish: Native Speakers Opt. 4 AA

The Spanish Department at Gavilan College is committed to providing an environment that makes learning Spanish fun, exciting, yet challenging at the same time. The study of Foreign Languages not only enables a person to communicate in another language but also opens new doors to different cultures. Many of our students study Spanish to fulfill general education requirements, some study because of the need to communicate at work and many simply study Spanish for the enjoyment of learning another language. The Spanish Department at Gavilan offers a wide range of courses for all students. Our department focuses in the areas of reading, writing, speaking and listening as well as having a basic awareness of different Hispanic cultures. The Spanish curriculum provides a program for non-native and native students who wish to (1) pursue an advanced degree in Spanish, (2) broaden a general knowledge of Spanish, (3) develop listening and speaking skills, (4) prepare for a career as a Spanish educator. Our experienced instructors create an environment that both fulfills General Education Requirements and offers students exemplary preparation for transfer into both university and vocational level programs. Students with native fluency can take this option

Requirements **Units:** 18-20

SPAN 12A	Spanish for Spanish Speakers	5
SPAN 12B	Spanish for Spanish Speakers	5
SPAN 23	Independent Study	2
ART 14A	Introduction to Murals	3
HIST 12	Mexican American Cultural History	3
OR		
HUM 12	Mexican American Cultural History	3
THEA 3	El Teatro Campesino	3

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 53-59

Spanish: Native Speakers Opt. 4 CA

The Spanish Department at Gavilan College is committed to providing an environment that makes learning Spanish fun, exciting, yet challenging at the same time. The study of Foreign Languages not only enables a person to communicate in another language but also opens new doors to different cultures. Many of our students study Spanish to fulfill general education requirements,

some study because of the need to communicate at work and many simply study Spanish for the enjoyment of learning another language. The Spanish Department at Gavilan offers a wide range of courses for all students. Our department focuses in the areas of reading, writing, speaking and listening as well as having a basic awareness of different Hispanic cultures. The Spanish curriculum provides a program for non-native and native students who wish to (1) pursue an advanced degree in Spanish, (2) broaden a general knowledge of Spanish, (3) develop listening and speaking skills, (4) prepare for a career as a Spanish educator. Our experienced instructors create an environment that both fulfills General Education Requirements and offers students exemplary preparation for transfer into both university and vocational level programs. Students with native fluency can take this option

Requirements **Units:** 18-20

SPAN 12A	Spanish for Spanish Speakers	5
SPAN 12B	Spanish for Spanish Speakers	5
SPAN 23	Independent Study	2
ART 14A	Introduction to Murals	3
HIST 12	Mexican American Cultural History	3
OR		
HUM 12	Mexican American Cultural History	3
THEA 3	El Teatro Campesino	3

Total: 18-20

Spanish: Non-Native Speaker Opt. 1 AA

The Spanish Department at Gavilan College is committed to providing an environment that makes learning Spanish fun, exciting, yet challenging at the same time. The study of Foreign Languages not only enables a person to communicate in another language but also opens new doors to different cultures. Many of our students study Spanish to fulfill general education requirements, some study because of the need to communicate at work and many simply study Spanish for the enjoyment of learning another language. The Spanish Department at Gavilan offers a wide range of courses for all students. Our department focuses in the areas of reading, writing, speaking and listening as well as having a basic awareness of different Hispanic cultures. The Spanish curriculum provides a program for non-native and native students who wish to (1) pursue an advanced degree in Spanish, (2) broaden a general knowledge of Spanish, (3) develop listening and speaking skills, (4) prepare for a career as a Spanish educator. Our experienced instructors create an environment that both fulfills General Education Requirements and offers students exemplary preparation for transfer into both university and vocational level programs.

Requirements **Units:** 20

SPAN 1A	Elementary Spanish	5
SPAN 1B	Elementary Spanish	5
SPAN 2A	Intermediate Spanish	5
SPAN 2B	Intermediate Spanish	5

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 55-59

Spanish: Non-Native Speaker Opt. 1 CA

The Spanish Department at Gavilan College is committed to providing an environment that makes learning Spanish fun, exciting, yet challenging at the same time. The study of Foreign Languages not only enables a person to communicate in another language but also opens new doors to different cultures. Many of our students study Spanish to fulfill general education requirements, some study because of the need to communicate at work and many simply study Spanish for the enjoyment of learning another language. The Spanish Department at Gavilan offers a wide range of courses for all students. Our department focuses in the areas of reading, writing, speaking and listening as well as having a basic awareness of different Hispanic cultures. The Spanish curriculum provides a program for non-native and native students who wish to (1) pursue an advanced degree in Spanish, (2) broaden a general knowledge of Spanish, (3) develop listening and speaking skills, (4) prepare for a career as a Spanish educator. Our experienced instructors create an environment that both fulfills General Education Requirements and offers students exemplary preparation for transfer into both university and vocational level programs.

Requirements **Units:** 20

SPAN 1A	Elementary Spanish	5
SPAN 1B	Elementary Spanish	5
SPAN 2A	Intermediate Spanish	5
SPAN 2B	Intermediate Spanish	5

Total: 20

Spanish: Non-Native Speaker Opt. 2 AA

The Spanish Department at Gavilan College is committed to providing an environment that makes learning Spanish fun, exciting, yet challenging at the same time. The study of Foreign Languages not only enables a person to communicate in another language but also opens new doors to different cultures. Many of our students study Spanish to fulfill general education requirements, some study because of the need to communicate at work and many simply study Spanish for the enjoyment of learning another language. The Spanish Department at Gavilan offers a wide range of courses for all students. Our department focuses in the areas of reading, writing, speaking and listening as well as having a basic awareness of different Hispanic cultures. The Spanish curriculum provides a program for non-native and native students who wish to (1) pursue an advanced degree in Spanish, (2) broaden a general knowledge of Spanish, (3) develop listening and speaking skills, (4) prepare for a career as a Spanish educator. Our experienced instructors create an environment that both fulfills General Education Requirements and offers students exemplary preparation for transfer into both university and vocational level programs. Students with two years of high school Spanish are advised to take this option.

Requirements **Units:** 18-20

SPAN 1B	Elementary Spanish	5
SPAN 2A	Intermediate Spanish	5
SPAN 2B	Intermediate Spanish	5
SPAN 12A	Spanish for Spanish Speakers	5
SPAN 12B	Spanish for Spanish Speakers	5
SPAN 23	Independent Study	3

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 53-59

Spanish: Non-Native Speaker Opt. 2 CA

The Spanish Department at Gavilan College is committed to providing an environment that makes learning Spanish fun, exciting, yet challenging at the same time. The study of Foreign Languages not only enables a person to communicate in another language but also opens new doors to different cultures. Many of our students study Spanish to fulfill general education requirements, some study because of the need to communicate at work and many simply study Spanish for the enjoyment of learning another language. The Spanish Department at Gavilan offers a wide range of courses for all students. Our department focuses in the areas of reading, writing, speaking and listening as well as having a basic awareness of different Hispanic cultures. The Spanish curriculum provides a program for non-native and native students who wish to (1) pursue an advanced degree in Spanish, (2) broaden a general knowledge of Spanish, (3) develop listening and speaking skills, (4) prepare for a career as a Spanish educator. Our experienced instructors create an environment that both fulfills General Education Requirements and offers students exemplary preparation for transfer into both university and vocational level programs. Students with two years of high school Spanish are advised to take this option.

Requirements **Units:** 18-20

SPAN 1B	Elementary Spanish	5
SPAN 2A	Intermediate Spanish	5
SPAN 2B	Intermediate Spanish	5
SPAN 12A	Spanish for Spanish Speakers	5
SPAN 12B	Spanish for Spanish Speakers	5
SPAN 23	Independent Study	3

Total: 18-20

Spanish: Non-Native Speaker Opt. 3 AA

The Spanish Department at Gavilan College is committed to providing an environment that makes learning Spanish fun, exciting, yet challenging at the same time. The study of Foreign Languages not only enables a person to communicate in another language but also opens new doors to different cultures. Many of our students study Spanish to fulfill general education requirements, some study because of the need to communicate at work and many simply study Spanish for the enjoyment of learning another language. The Spanish Department at Gavilan offers a wide range of courses for all students. Our department focuses in the areas of reading, writing, speaking and listening as well as having a basic awareness of different Hispanic cultures. The Spanish curriculum provides a program for non-native and native students who wish to (1) pursue an advanced degree in Spanish, (2) broaden a general knowledge of Spanish, (3) develop listening and speaking skills, (4) prepare for a career as a Spanish educator. Our experienced instructors create an environment that both fulfills General Education Requirements and offers students exemplary preparation for transfer into both university and vocational level programs. Students with four years of high school Spanish are advised to take this option.

Requirements **Units:** 18-20

SPAN 2A	Intermediate Spanish	5
SPAN 2B	Intermediate Spanish	5
SPAN 12A	Spanish for Spanish Speakers	5
SPAN 12B	Spanish for Spanish Speakers	5
SPAN 23	Independent Study	3

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 53-59

Spanish: Non-Native Speaker Opt. 3 CA

The Spanish Department at Gavilan College is committed to providing an environment that makes learning Spanish fun, exciting, yet challenging at the same time. The study of Foreign Languages not only enables a person to communicate in another language but also opens new doors to different cultures. Many of our students study Spanish to fulfill general education requirements, some study because of the need to communicate at work and many simply study Spanish for the enjoyment of learning another language. The Spanish Department at Gavilan offers a wide range of courses for all students. Our department focuses in the areas of reading, writing, speaking and listening as well as having a basic awareness of different Hispanic cultures. The Spanish curriculum provides a program for non-native and native students who wish to (1) pursue an advanced degree in Spanish, (2) broaden a general knowledge of Spanish, (3) develop listening and speaking skills, (4) prepare for a career as a Spanish educator. Our experienced instructors create an environment that both fulfills General Education Requirements and offers students exemplary preparation for transfer into both university and vocational level programs. Students with four years of high school Spanish are advised to take this option.

Requirements **Units:** 18-20

SPAN 2A	Intermediate Spanish	5
SPAN 2B	Intermediate Spanish	5
SPAN 12A	Spanish for Spanish Speakers	5
SPAN 12B	Spanish for Spanish Speakers	5
SPAN 23	Independent Study	3

Total: 18-20

Courses

SPAN 1A—Elementary Spanish (5.0) A new version of this course will be effective Fall 2021
5.0 Lecture. 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) (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2018 to Fall 2021.

SPAN 1A—Elementary Spanish (5.0)
5.0 Lecture. 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) (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2021.

SPAN 1B—Elementary Spanish (5.0) A new version of this course will be effective Spring 2021
5.0 Lecture. 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. PREREQUISITE: Spanish 1A or equivalent. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2018 to Spring 2021.

SPAN 1B—Elementary Spanish (5.0)
5.0 Lecture. 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. PREREQUISITE: Spanish 1A or equivalent. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

SPAN 2A—Intermediate Spanish (5.0) A new version of this course will be effective Spring 2021
5.0 Lecture. This course teaches culture and facilitates language acquisition through listening, speaking, reading and writing. Students will continue to interact with authentic language in context. Content is expanded beyond "survival" needs of the immediate environment in order to express personal meaning and to apply different strategies and techniques to go beyond casual conversation and express opinions, make suggestions on familiar topics, as well as some abstract issues and plans. Students demonstrate an increased awareness of cultural norms, values, and culturally relevant appropriate customs and events. Accuracy becomes quite high for high frequency structures and vocabulary but more complex discourse is still developing and requires a somewhat sympathetic listener or reader. Students will demonstrate the ability to think critically by analyzing linguistic structures and reflecting on and making cross-cultural comparisons. This course is taught primarily in Spanish. This course has the option of a letter grade or pass/no pass. PREREQUISITE: Spanish 1B or equivalent. (C-ID SPAN 200) (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2016 to Spring 2021.

SPAN 2A—Intermediate Spanish (5.0)
5.0 Lecture. This course teaches culture and facilitates language acquisition through listening, speaking, reading and writing. Students will continue to interact with authentic language in context. Content is expanded beyond "survival" needs of the immediate environment in order to express personal meaning and to apply different strategies and techniques to go beyond casual conversation and express opinions, make suggestions on familiar topics, as well as some abstract issues and plans. Students demonstrate an increased awareness of cultural norms, values, and culturally relevant appropriate customs and events. Accuracy becomes quite high for high frequency structures and vocabulary but more complex discourse is still developing and requires a somewhat sympathetic listener or reader. Students will demonstrate the ability to think critically by analyzing linguistic structures and reflecting on and making cross-cultural comparisons. This course is taught primarily in Spanish. This course has the option of a letter grade or pass/no pass. PREREQUISITE: Spanish 1B or equivalent. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

SPAN 2B—Intermediate Spanish (5.0)
5.0 Lecture. This course continues to expand upon culture and facilitate language acquisition through listening, speaking, reading and writing. Students will interact with more sophisticated authentic language in context. Content continues to expand in order to express more complex ideas, in order to express personal meaning and to apply different strategies and techniques to go beyond casual conversation and express opinions, make suggestions on familiar topics, as well as some abstract issues and plans. Students demonstrate an increased awareness of cultural norms, values, and culturally relevant appropriate customs and events. Accuracy becomes quite high and for high frequency structures and vocabulary but more complex discourse is still developing and requires a somewhat sympathetic listener or reader. Students will continue to demonstrate the ability to think critically by analyzing linguistic structures and reflecting on making cross-cultural comparisons. This course is taught primarily in Spanish. This course has the option of a letter grade or pass/no pass. PREREQUISITE: Spanish 2A or equivalent.(C-ID SPAN 210) (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2016.

SPAN 8A—Conversational Spanish (3.0)
3.0 Lecture. This course is a beginning Spanish course, focusing on the Spanish sound system, basic grammar and vocabulary, and cultural elements. Although emphasis is on listening and

speaking, basic reading and writing skills will be developed. This course has the option of a letter grade or pass/no pass. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2016.

SPAN 8B—Conversational Spanish (3.0)
3.0 Lecture. This course requires knowledge of Spanish pronunciation, basic vocabulary, and present tense grammar. More advanced grammar and vocabulary, and cultural elements will be taught in the development of listening, speaking, basic reading and writing skills. This course has the option of a letter grade or pass/no pass. ADVISORY: Spanish 8A or equivalent. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2016.

SPAN 8C—Conversational Spanish (3.0)
3.0 Lecture. This course requires considerable knowledge of Spanish pronunciation, vocabulary, grammar and syntax. More advanced grammar and vocabulary will be taught in the development of listening, speaking, reading and writing skills. ADVISORY: Spanish 8B or equivalent. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2016.

SPAN 8D—Conversational Spanish (3.0)
3.0 Lecture. This course requires fluency in spoken and written Spanish. Advanced grammar and vocabulary will be presented while the course concentrates on polishing the student's oral and written skills and develops a sense of style. ADVISORY: Spanish 8C or equivalent. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2011.

SPAN 12A—Spanish for Spanish Speakers (5.0)
5.0 Lecture. This course is designed for heritage speakers of Spanish or other linguistically qualified students. It provides instruction that builds upon the existing reading, writing, speaking and listening skills and the cultural heritage and knowledge of these students. The course will increase awareness of linguistic registers, discuss items beyond the familiar routine and develop an appreciation for Hispanic cultures as manifested in Spanish speaking countries and in the United States. This course is taught entirely in Spanish. PREREQUISITE: Spanish 2B or equivalent. (Standard Letter Grade.) Effective: Spring 2017.

SPAN 12B—Spanish for Spanish Speakers (5.0)
5.0 Lecture. This course continues to provide instruction that builds upon the existing reading, writing, speaking and listening skills and cultural heritage and knowledge of these students. The course will continue to increase awareness of linguistic registers, discuss items beyond the familiar routine and expand upon their appreciation for Hispanic cultures as manifested in Spanish speaking countries and in the United States. This course has the option of a letter grade or pass/no pass. PREREQUISITE: Spanish 12A or equivalent. (C-ID SPAN 230) (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2017.

SPAN 22—Field Work and Service (0.5-1.0)
1.5-3.0 TBA. 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. Learning contracts must be filled out and signed by the student and the supervising instructor. This is a pass/no pass course. REQUIRED: Learning contracts must be filled out and signed by the student and the supervising instructor. (Pass/No Pass.) Effective: Spring 2011.

SPAN 23—Independent Study (1.0-2.0)
3.0-6.0 TBA. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2011.

SPAN 98—Special Topics (0.5-3.0)
0.5-3.0 Lecture, 0.5-3.0 Lab. Special topics courses examine current problems or issues of interest to students within a specific discipline area. For topical content information, consult with the

appropriate department chairperson. For transfer status, check with a counselor. May be repeated for credit with different topics. This course may have the option of a letter grade or pass/no pass. (Option of a standard letter grade or Pass/no pass.) Effective: Summer 2011.

SPAN 701—Spanish for Health Professionals (0.0) A new version of this course will be effective Spring 2021
3.0 Lecture. Spanish for Health Professionals is a streamlined course which allows the student to master enough Spanish to survive in the healthcare field without loading them down with translation exercises. Vocabulary, grammar examples, practice activities and cultural topics are incorporated to relate to the occupational theme of nursing and healthcare. Students will practice communicative survival, using key vocabulary essentials to enable them to utilize their Spanish in the daily work situation, improving their ability to interact with their clients. (Pass/No Pass.) Effective: Fall 2019 to Spring 2021.

SPAN 701—Spanish for Health Professionals (0.0)
3.0 Lecture. Spanish for Health Professionals is a streamlined course which allows the student to master enough Spanish to survive in the healthcare field without loading them down with translation exercises. Vocabulary, grammar examples, practice activities and cultural topics are incorporated to relate to the occupational theme of nursing and healthcare. Students will practice communicative survival, using key vocabulary essentials to enable them to utilize their Spanish in the daily work situation, improving their ability to interact with their clients. (Pass/No Pass.) Effective: Spring 2021.

Theatre Arts and Television

Theatre Arts and Television



ADT: Theatre Arts AA-T - CSU Transfer

The Associate in Arts in Theatre Arts for Transfer degree is designed to prepare students for a seamless transfer into the CSU system to complete a baccalaureate degree in Theatre Arts.

Theatre and acting students gain self-confidence, teamwork and creativity skills through class projects and performances. Theatre encourages students to take risks, to focus and concentrate, and the tremendous power of personal commitment to a project or play. Open communication, flexible thinking and personal integrity are core values of our Theatre Arts program.

Performance gives us greater insight to ourselves and the lives of others. Studying Theatre and performance helps us find our inner identity, and allow us to change ourselves, using our own personal experiences to create new characters and existences. Theatre in the college environment allows us to create and learn through a shared artistic experience. The creation of Theatre,

Performance and Television is an important cultural and social link between the Gavilan Campus and the South Valley Communities.

The Theatre Program offers three different Associate in Arts degrees: Acting, Technical Production and Television, and an Associate in Arts in Theatre Arts for Transfer (AA-T) degree.

REQUIRED CORE: (9 units) **Units:** 9

THEA 1	Theatre History: Greece to Restoration	3
THEA 12A	Acting I	3
THEA 13A	Actor's Workshop	3
OR		
THEA 14	Stage Production	3

LIST A: Select three (9 units) **Units:** 9

THEA 12B	Acting II	3
THEA 15	Introduction to Design for Stage, Television and Film	3
THEA 27	Fundamentals of Lighting	3
THEA 25	Fundamentals of Costume Design	3
THEA 26	Script Analysis	3

Select one of the following REQUIRED CORE courses not already used. **Units:** 1-3

THEA 13A	Actor's Workshop	1-3
THEA 14	Stage Production	2-3

Double Counted Units: CSU = 6; IGETC = 3 **Units:**
General Education Units: CSU = 39; IGETC = 37 **Units:** 37-39
Electives: CSU = 7 - 9; IGETC = 6 - 8 **Units:**
Total Units for degree: 60 Units **Units:**
Total: 56-60

Theatre Arts: Acting AA

The Acting Option is designed to give a sound basic knowledge in acting and public performance. Students take a variety of courses including Theatre History (THEA1) and Stage Production (THEA 14). Gavilan offers a variety of performance related courses including Acting (THEA 12 a/b), Children’s Theatre (THEA 2A/B) and Actor’s Workshop (THEA 13) – our spring production course. For those interested in educational theatre, the program also offers hands on experience through the spring Arts Back in the Classroom (ABC) Internship Program. Acting students perfect teamwork skills and gain self confidence through projects and public performances. Acting and theatre shows one how to take risks, how to focus and concentrate, and the tremendous power of commitment to a project or a play. Studying acting allows one to change themselves, using their own personal experiences to create new characters and existences. The Acting option prepares students for a career in the public eye, whether onstage, in front of a classroom or television camera, or making presentations for large groups or conventions. Students completing the Acting Option are also prepared to transfer to a four year B.A. program in Acting or Performing Arts. Gavilan theatre art students have recently been accepted for transfer to San Jose State, Cal State Hayward, U.C. Davis and U.C. Berkeley

CORE COURSES **Units:** 12-15

THEA 1	Theatre History: Greece to Restoration	3
THEA 2A	Children's Theatre Repertory	3

THEA 12A	Acting I	3
THEA 13A	Actor's Workshop	1-3
THEA 14	Stage Production	2-3

ADDITIONAL REQUIREMENTS (11 unit minimum): **Units:** 11

THEA 13B	Actor's Workshop	1-3
THEA 13C	Actor's Workshop	1-3
THEA 13D	Actor's Workshop	1-3
THEA 4	Oral Interpretation	3
OR		
CMUN 2	Oral Interpretation	3
THEA 2B	Children's Theatre Repertory	3
THEA 12B	Acting II	3
THEA 19	Acting and Voice for TV/Film/Media	3
OR		
MCTV 19	Acting and Voice for TV, Film and Media	3
MUS 8A	Beginning Voice	2
MUS 8B	Beginning Voice	2
MUS 8C	Intermediate Voice	2
MUS 8D	Intermediate Voice	2
THEA 7	Theatre Appreciation	3
THEA 11	Dance and Movement for the Theatre	2

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 58-65

Theatre Arts: Technical Production AA

The Technical Production Option is designed to provide a foundation for those interested in pursuing a career in Design and Technical careers in the entertainment industry, as well as those interested in becoming involved in creating live theatre in their community. The degree offers practical courses in stagecraft (THEA 14), Introduction to design (THEA 15) as well as many opportunities for students to become involved in creative process of mounting live theatrical productions and events at Gavilan. Hands on experience in technical production is emphasized in the Gavilan Theatre Arts Program, including experience in stage management, lights, sound, costume & makeup, as well as scenic painting and construction. Career opportunities for a graduate of the Technical Production Option include jobs at theatre facilities as well as convention and recreational centers. While most professional companies prefer further education (BAs or MAs), there are lucrative careers with the touring companies of live performances and musical events for specialists in technical theatre.

CORE COURSES **Units:** 12-15

THEA 1	Theatre History: Greece to Restoration	3
THEA 2A	Children's Theatre Repertory	3
THEA 12A	Acting I	3
THEA 13A	Actor's Workshop	1-3

THEA 14	Stage Production	2-3

ADDITIONAL REQUIREMENTS: **Units:** 13

THEA 15	Introduction to Design for Stage, Television and Film	3
CMUN 2	Oral Interpretation	3
OR		
THEA 4	Oral Interpretation	3
THEA 2B	Children's Theatre Repertory	3
THEA 12B	Acting II	3
THEA 19	Acting and Voice for TV/Film/Media	3
OR		
MCTV 19	Acting and Voice for TV, Film and Media	3
ART 2A	Two-Dimensional Design	3
THEA 7	Theatre Appreciation	3
ART 8A	Introduction to Photography	3
ART 10A	Cultural History of Ceramics	3
ART 12A	Sculpture	3
ART 12B	Sculpture	3
ART 13	Three-Dimensional Design	3
THEA 14	Stage Production	2-3

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 60-67

Theatre Arts: Television Performance AA

The Gavilan Theatre and Television Program opens the doors for students to become producers, actors, writers, editors and directors for television/video/film production. Students in the Gavilan Television program participate in learning experiences that teach skills in pre-production, production and postproduction including: writing, acting, camera operation, editing, audio, directing in studio and field production scenarios for television production. The projects created and produced by students are prepared for webcast on GavTV, Blip.TV, and Youtube. Academic pathways for an A.A. degree in Television Performance may lead to a Bachelor of Arts in Dramatic and Teledramatic Arts, in addition to degrees in Cinema and Film.

CORE COURSES **Units:** 12-15

THEA 1	Theatre History: Greece to Restoration	3
THEA 2A	Children's Theatre Repertory	3
THEA 12A	Acting I	3
THEA 13A	Actor's Workshop	1-3
THEA 14	Stage Production	2-3

ADDITIONAL REQUIREMENTS: **Units:** 12-18

THEA 16	History and Culture of Television, Film and New Media	3
OR		

MCTV 16	History and Culture of Television, Film and New Media	3
MCTV 17A	Television and Video Workshop	3
OR		
THEA 17A	Television and Video Workshop	3
THEA 19	Acting and Voice for TV/Film/Media	3
OR		
MCTV 19	Acting and Voice for TV, Film and Media	3
THEA 17B	Television and Video Workshop	3
OR		
MCTV 17B	Television and Video Workshop	3
THEA 20	Introduction to Scriptwriting	3
HUM 25	Motion Picture Production	3

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 59-72

Theatre Arts: Television Performance CA

The Gavilan Theatre and Television Program opens the doors for students to become producers, actors, writers, editors and directors for television/video/film production. Students in the Gavilan Television program participate in learning experiences that teach skills in pre-production, production and postproduction including: writing, acting, camera operation, editing, audio, directing in studio and field production scenarios for television production. The projects created and produced by students are prepared for webcast on GavTV, Blip.TV, and Youtube. Academic pathways for an A.A. degree in Television Performance may lead to a Bachelor of Arts in Dramatic and Teledramatic Arts, in addition to degrees in Cinema and Film.

This certificate does not require the core courses **Units:**

Requirements **Units:** 15

THEA 16	History and Culture of Television, Film and New Media	3
OR		
MCTV 16	History and Culture of Television, Film and New Media	3
THEA 18	Single Camera Production	3
OR		
MCTV 18	Single Camera Production	3
THEA 6	Introduction to Audio Production	3
OR		
MCTV 6	Introduction to Audio Production	3
THEA 17A	Television and Video Workshop	3
THEA 20	Introduction to Scriptwriting	3
HUM 25	Motion Picture Production	3
THEA 19	Acting and Voice for TV, Film and Media	3

Total: 15

Film, TV, and Electronic Media AS-T Degree

Courses

THEA 1—Theatre History 1 (3.0)
3.0 Lecture. A survey of the history of theatrical performance, production and dramatic literature, including: early Greek, Roman, Asian, the Renaissance, Italian, English, modern European to contemporary American theatre. (C-ID: THTR 113) ADVISORY: Eligible for English 1A. (Standard Letter Grade.) Effective: Fall 2019.

THEA 2A—Children's Theatre Repertory (3.0) A new version of this course will be effective Fall 2020
2.0 Lecture, 3.0 Lab. This course focuses on formal dramatic presentations for child audiences. Activities will include acting, set design, costuming and makeup. May be taken out of sequence. (Standard Letter Grade.) Effective: Fall 2017 to Fall 2020.

THEA 2A—Children's Theatre Repertory (3.0)
2.0 Lecture, 3.0 Lab. This course focuses on formal dramatic presentations for child audiences. Activities will include acting, set design, costuming and makeup. May be taken out of sequence. (Standard Letter Grade.) Effective: Fall 2020.

THEA 2B—Children's Theatre Repertory (3.0) A new version of this course will be effective Spring 2021
2.0 Lecture, 3.0 Lab. Preparation and performance of touring plays for young audiences. Special activities in creative dramatization, improvisation and script development will be studied. May be taken out of sequence. (Standard Letter Grade.) Effective: Fall 2018 to Spring 2021.

THEA 2B—Children's Theatre Repertory (3.0)
2.0 Lecture, 3.0 Lab. Preparation and performance of touring plays for young audiences. Special activities in creative dramatization, improvisation and script development will be studied. May be taken out of sequence. (Standard Letter Grade.) Effective: Spring 2021.

THEA 3—El Teatro Campesino (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. Reading, viewing and discussing the development of the Chicano (Mexican American) culture in American Society reflected in the works of playwright and director Luis Valdez and El Teatro Campesino (The Farm Worker's Theatre) are the focus of this course. It traces the historical and cultural influences of the theatrical company from its creation in 1965 to the present. Students will read actos, and plays and view film and video produced by El Teatro Campesino. This course has the option of a letter grade or pass/no pass. ADVISORY: Eligible for English 250 and English 260. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2014 to Fall 2020.

THEA 3—El Teatro Campesino (3.0)
3.0 Lecture. Reading, viewing and discussing the development of the Chicano (Mexican American) culture in American Society reflected in the works of playwright and director Luis Valdez and El Teatro Campesino (The Farm Worker's Theatre) are the focus of this course. It traces the historical and cultural influences of the theatrical company from its creation in 1965 to the present. Students will read actos, and plays and view film and video produced by El Teatro Campesino. This course has the option of a letter grade or pass/no pass. ADVISORY: Eligible for English 250 and English 260. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2020.

THEA 4—Oral Interpretation (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. An introduction to the analysis, preparation and dramatic presentation of literature, including classical and contemporary prose, poetry and drama. Students prepare, analyze, interpret and present great works of theatre and literature for an audience. This course is also listed as CMUN 2. (C-ID: COMM 170) ADVISORY: Eligible for English 1A. (Standard Letter Grade.) Effective: Fall 2019 to Spring 2021.

THEA 4—Oral Interpretation (3.0)

3.0 Lecture. An introduction to the analysis, preparation and dramatic presentation of literature, including classical and contemporary prose, poetry and drama. Students prepare, analyze, interpret and present great works of theatre and literature for an audience. This course is also listed as CMUN 2. (C-ID: COMM 170) ADVISORY: Eligible for English 1A. (Standard Letter Grade.) Effective: Spring 2021.

THEA 6—Introduction to Audio Production (3.0) This course will be discontinued effective Fall 2021
2.0 Lecture, 3.0 Lab. The theory and practice of audio techniques in radio, television, film and multimedia including acoustics, audio language and terms, signal flow, use of microphones, use of microphones, use of mixers and related audio production and digital recording equipment and the aesthetic aspects of sound mixing and post production. Students will be able to apply knowledge and gain hands-on experience recording, editing, mixing and mastering audio. This course has the option of a letter grade or pass/no pass. This course is also listed as MCTV 6. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2018 to Fall 2021.

THEA 7—Theatre Appreciation (3.0)
3.0 Lecture. This survey course will foster a student's appreciation of theatre and the Performing Arts. The course examines the duties and responsibilities of the various creative artists such as director, actor, designers, and playwrights and the process of creating live performances. (C-ID: THTR 112) (Standard Letter Grade.) Effective: Fall 2019.

THEA 11A—Dance and Movement for the Theatre, A (2.0)
1.0 Lecture, 3.0 Lab. A survey and introduction to basic dance genres and movement techniques suitable for Theatre Arts, including ballet, modern, jazz, social dance, musical improvisation and yoga. Emphasis on body awareness, movement in space, focus, breathing techniques, pantomime, choreography, musicality, rhythm and timing. This course has the option of a letter grade or pass/no pass. This course is also listed as KIN 111A. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2017.

THEA 11B—Dance and Movement for the Theatre, B (2.0)
1.0 Lecture, 3.0 Lab. Intermediate levels of various dance genres and movement techniques suitable for Theatre Arts are explored further, including ballet, modern, jazz, social dance, musical theatre, improvisation and yoga. Increased body awareness, broader movements in space and choreography with character development will be explored at the intermediate level. This course has the option of a letter grade or pass/no pass. This course is also listed as KIN 111B. PREREQUISITE: THEA 11A or KIN 111A (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2017.

THEA 11C—Dance and Movement for the Theatre, C (2.0)
1.0 Lecture, 3.0 Lab. High intermediate to advanced levels of various dance genres and movement techniques suitable for Theatre Arts are explored further, including ballet, modern, jazz, social dance, musical theatre, improvisation and yoga. Students in THEA 11C have the option to take on more of a leadership role and learn assistant techniques in movement and dance for the theatre. This course has the option of a letter grade or pass/no pass. This course is also listed as KIN 111C. PREREQUISITE: THEA 11B or KIN 111B (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2017.

THEA 12A—Acting I (3.0) A new version of this course will be effective Fall 2020
2.0 Lecture, 3.0 Lab. This course explores the physical and psychological resources of the actor. Students achieve proficiency in individual and group contact, collaboration, theatre games, improvisation, basic theatre vocabulary, and sound and movement dynamics. Students emerge in formal scene presentations as well as critique live theatrical productions. (C-ID: THTR 151) (Standard Letter Grade.) Effective: Fall 2014 to Fall 2020.

THEA 12A—Acting I (3.0)
2.0 Lecture, 3.0 Lab. This course explores the physical and psychological resources of the actor. Students achieve proficiency in individual and group contact, collaboration, theatre games, improvisation, basic theatre vocabulary, and sound and movement dynamics. Students emerge in formal scene presentations as well as critique live theatrical productions. (C-ID: THTR

151) (Standard Letter Grade.) Effective: Fall 2020.

THEA 12B—Acting II (3.0) A new version of this course will be effective Fall 2020
2.0 Lecture, 3.0 Lab. This course follows Acting I and continues the exploration and techniques used in preparation for the interpretation of drama through acting. The emphasis will be placed on deepening the understanding of the acting process through character analysis, monologues, and scenes. This course has the option of a letter grade or pass/no pass. (C-ID: THTR 152) PREREQUISITE: Theatre Arts 12A. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2014 to Fall 2020.

THEA 12B—Acting II (3.0)
2.0 Lecture, 3.0 Lab. This course follows Acting I and continues the exploration and techniques used in preparation for the interpretation of drama through acting. The emphasis will be placed on deepening the understanding of the acting process through character analysis, monologues, and scenes. This course has the option of a letter grade or pass/no pass. (C-ID: THTR 152) PREREQUISITE: Theatre Arts 12A. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2020.

THEA 13A—Actor's Workshop (1.0-3.0) A new version of this course will be effective Spring 2021
3.0-9.0 Lab. Audition, rehearsal and performance of a theatrical production for public performance. Repeatable for a maximum of 3 units. (C-ID: THTR 191) This course has the option of a letter grade or pass/no pass. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2012 to Spring 2021.

THEA 13A—Actor's Workshop (1.0-3.0)
3.0-9.0 Lab. Audition, rehearsal and performance of a theatrical production for public performance. Repeatable for a maximum of 3 units. (C-ID: THTR 191) This course has the option of a letter grade or pass/no pass. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

THEA 13B—Actor's Workshop (1.0-3.0) A new version of this course will be effective Spring 2021
3.0-9.0 Lab. Audition, rehearsal and performance of a theatrical production for public performance. This course has the option of a letter grade or pass/no pass. ADVISORY: THEA 13A. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2012 to Spring 2021.

THEA 13B—Actor's Workshop (1.0-3.0)
3.0-9.0 Lab. Audition, rehearsal and performance of a theatrical production for public performance. This course has the option of a letter grade or pass/no pass. ADVISORY: THEA 13A. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

THEA 13C—Actor's Workshop (1.0-3.0) A new version of this course will be effective Spring 2021
3.0-9.0 Lab. Audition, rehearsal and performance of a theatrical production for public performance. This course has the option of a letter grade or pass/no pass. ADVISORY: THEA 13B. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2012 to Spring 2021.

THEA 13C—Actor's Workshop (1.0-3.0)
3.0-9.0 Lab. Audition, rehearsal and performance of a theatrical production for public performance. This course has the option of a letter grade or pass/no pass. ADVISORY: THEA 13B. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

THEA 13D—Actor's Workshop (1.0-3.0) A new version of this course will be effective Spring 2021
3.0-9.0 Lab. Audition, rehearsal and performance of a theatrical production for public performance. This course has the option of a letter grade or pass/no pass. ADVISORY: THEA 13B. ADVISORY: THEA 13C (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2012 to Spring 2021.

THEA 13D—Actor's Workshop (1.0-3.0)
3.0-9.0 Lab. Audition, rehearsal and performance of a theatrical production for public performance. This course has the option of a letter grade or pass/no pass. ADVISORY: THEA 13B. ADVISORY: THEA 13C (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

THEA 14—Stage Production (2.0-3.0)
6.0-9.0 Lab. An introduction to technical theatre and the creation of scenic elements. Includes basic concepts of design, painting techniques, set construction, set movement, prop construction, backstage organization, and career possibilities. May include stage management, lighting and/or sound techniques. Lecture, reading, projects, and practical experience. (C-ID: THTR 192) ADVISORY: Eligible for English 1A. (Standard Letter Grade.) Effective: Fall 2019.

THEA 15—Introduction to Design for Stage, Television and Film (3.0)
3.0 Lecture. Students will be offered a survey of scenery, lighting, sound, costumes, makeup, properties, theatrical equipment and construction techniques through demonstrations, and laboratory experience. Information is applicable to all formal theatrical applications. (C-ID: THTR 172) ADVISORY: Eligible for English 250 and English 260. (Standard Letter Grade.) Effective: Fall 2018.

THEA 16—History and Culture of Television, Film and New Media (3.0) This course will be discontinued effective Fall 2021
3.0 Lecture. This course provides an introduction and history of electronic media including radio, television, film, the internet, and other new media. The impact on and reflection of the current social environment is explored through review and analysis of television programs, films, internet webisodes, and other electronic media programming. This course is also listed as MCTV 16. ADVISORY: Eligible for English 250 and 260. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2018 to Fall 2021.

THEA 17A—Television and Video Workshop (3.0) This course will be discontinued effective Spring 2021
2.0 Lecture, 3.0 Lab. Introduction to theory, terminology, and operation of a multi-camera television studio and control room. Including: production, studio signal flow, directing, camera theory and operation, audio equipment set-up, switcher operation, fundamentals of lighting, graphics, video control and recording, and live video production. (Standard Letter Grade.) Effective: Spring 2019 to Spring 2021.

THEA 18—Single Camera Production (3.0) This course will be discontinued effective Fall 2021
2.0 Lecture, 3.0 Lab. This course provides an introduction to the theory, terminology, and operation of single camera video production, including story creation, image composition, camera operation, portable lighting and audio operation and basic editing. This course focuses on the aesthetics and fundamentals of video story production including script writing, producing, directing, acting, post-production, and distribution. This course is also listed as MCTV 18. (Standard Letter Grade.) Effective: Fall 2016 to Fall 2021.

THEA 19—Acting and Voice for TV, Film and Media (3.0) This course will be discontinued effective Spring 2021
2.0 Lecture, 3.0 Lab. Theory and practice of acting, performance and development of voice, articulation and pronunciation for TV, film and media. Learning experiences include project in broadcasting, reporting, commercials, public service announcements (PSA), comedy and drama. This course has the option of a letter grade or pass/no pass. Also listed as MCTV 19. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2015 to Spring 2021.

THEA 20—Introduction to Scriptwriting (3.0) A new version of this course will be effective Spring 2021
3.0 Lecture. An introductory course on script development and writing for film, television and electronic media. Emphasis on preparing scripts in proper formats, conceptual and stylistic issues related to writing fiction and non-fiction scripts. This course has the option of a letter grade or pass/no pass. ADVISORY: English 250 (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2018 to Spring 2021.

THEA 20—Introduction to Scriptwriting (3.0)
3.0 Lecture. An introductory course on script development and writing for film, television, and electronic media. Emphasis on preparing scripts in proper formats, conceptual and stylistic issues related to writing fiction and non-fiction scripts. This course has the option of a letter grade or pass/no pass. (Option of a standard

letter grade or Pass/no pass.) Effective: Spring 2021.

THEA 22—Field Work and Service (0.5-1.0)
1.5-3.0 TBA. 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. (Pass/No Pass.) Effective: Spring 2011.

THEA 23—Independent Study (1.0-2.0)
3.0-6.0 TBA. 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. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2011.

THEA 25—Fundamentals of Costume Design (3.0)
2.0 Lecture, 3.0 Lab. Students will study costume history, design, and basic construction techniques as an introduction to basic theatrical costuming. Fabrics and their various uses will be investigated. (C-ID: THTR 174) ADVISORY: THEA 15, Introduction to Design or THEA 7, Theatre Appreciation. (Standard Letter Grade.) Effective: Fall 2017.

THEA 26—Script Analysis (3.0) A new version of this course will be effective Spring 2020
3.0 Lecture. Principles, theories and techniques of playscript analysis for theatrical production. (C-ID: THTR 114) (Standard Letter Grade.) Effective: Fall 2014 to Spring 2020.

THEA 26—Script Analysis (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. Principles, theories and techniques of playscript analysis for theatrical production. (C-ID: THTR 114) (Standard Letter Grade.) Effective: Spring 2020 to Fall 2020.

THEA 26—Script Analysis (3.0)
3.0 Lecture. Principles, theories and techniques of playscript analysis for theatrical production. (C-ID: THTR 114) (Standard Letter Grade.) Effective: Fall 2020.

THEA 27—Fundamentals of Lighting (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. This course involves the study and execution of stage lighting with emphasis on equipment, control, color and their relationship to design. (Standard Letter Grade.) Effective: Fall 2015 to Fall 2020.

THEA 27—Fundamentals of Lighting (3.0)
3.0 Lecture. This course involves the study and execution of stage lighting with emphasis on equipment, control, color and their relationship to design. (C-ID: THTR 173) (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2020.

THEA 29—History of American Musical Theatre (3.0) This course will be discontinued effective Spring 2020
3.0 Lecture. A survey of the influential artists who produce, write, direct and perform on America's musical stages. Course surveys 17th Century to Present. (Standard Letter Grade.) Effective: Summer 2016 to Spring 2020.

THEA 30—Dance Appreciation (3.0)
3.0 Lecture. Students will explore dance from an aesthetic, historic, and cultural point of view. Students will examine the elements of dance including body, space, time, and dynamic qualities and develop a vocabulary with which to analyze and write critically about dance. Dance will be explored in many of its genres including social dance, jazz dance, ballet, modern, and dance from cultures around the globe. Attendance at a live dance performance is required. (Standard Letter Grade.) Effective: Spring 2018.

THEA 31—Improvisation (2.0)
1.0 Lecture, 3.0 Lab. Improvisation is a Theatre Course designed to provide the student training in body movement, voice techniques, stage presence, spontaneity, acting techniques and

character development. (Standard Letter Grade.) Effective: Fall 2018.

MCTV 6—Introduction to Audio Production (3.0) A new version of this course will be effective Spring 2020
2.0 Lecture, 3.0 Lab. The theory and practice of audio techniques in radio, television, film and multimedia including acoustics, audio language and terms, signal flow, use of microphones, use of microphones, use of mixers and related audio production and digital recording equipment and the aesthetic aspects of sound mixing and post production. Students will be able to apply knowledge and gain hands-on experience recording, editing, mixing and mastering audio. This course has the option of a letter grade or pass/no pass. This course is also listed as THEA 6. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2015 to Spring 2020.

MCTV 6—Introduction to Audio Production (3.0)
2.0 Lecture, 3.0 Lab. The theory and practice of audio techniques in radio, television, film and multimedia including acoustics, audio language and terms, signal flow, use of microphones, use of microphones, use of mixers and related audio production and digital recording equipment and the aesthetic aspects of sound mixing and post production. Students will be able to apply knowledge and gain hands-on experience recording, editing, mixing and mastering audio. This course has the option of a letter grade or pass/no pass. This course is also listed as THEA 6. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2020.

MCTV 16—History and Culture of Television, Film and New Media (3.0)
3.0 Lecture. This course provides an introduction and history of electronic media including radio, television, film, the internet, and other new media. The impact on and reflection of the current social environment is explored through review and analysis of television programs, films, internet webisodes, and other electronic media programming. This course is also listed as THEA 16. ADVISORY: Eligible for English 250 and 260. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2018.

MCTV 17A—Television and Video Workshop (3.0)
2.0 Lecture, 3.0 Lab. Introduction to theory, terminology and operation of a multi-camera television studio and control room. Including: production, studio signal flow, directing, camera theory and operation, audio equipment set-up, switcher operation, fundamentals of lighting, graphics, video control and recording and live video production. (Standard Letter Grade.) Effective: Spring 2019.

MCTV 18—Single Camera Production (3.0)
2.0 Lecture, 3.0 Lab. This course provides an introduction to the theory, terminology, and operation of single camera video production, including story creation, image composition, camera operation, portable lighting and audio operation and basic editing. This course focuses on the aesthetics and fundamentals of video story production including script writing, producing, directing, acting, post-production, and distribution. This course is also listed as THEA 18. (C-ID: FTVE 130) (Standard Letter Grade.) Effective: Fall 2016.

MCTV 19—Acting and Voice for TV, Film and Media (3.0) A new version of this course will be effective Spring 2021
2.0 Lecture, 3.0 Lab. Theory and practice of acting, performance and development of voice, articulation and pronunciation for TV, film, and media. Learning experiences include project in broadcasting, reporting, commercials, public service announcements (PSA), comedy and drama. This course has the option of a letter grade or pass/no pass. This course is also listed as THEA 19. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2015 to Spring 2021.

MCTV 19—Acting and Voice for TV, Film and Media (3.0)
2.0 Lecture, 3.0 Lab. Theory and practice of acting, performance and development of voice, articulation and pronunciation for TV, film, and media. Learning experiences include project in broadcasting, reporting, commercials, public service announcements (PSA), comedy and drama. This course has the option of a letter grade or pass/no pass. This course is also listed as THEA 19. (Option of a standard letter grade or Pass/no pass.) Effective: Spring 2021.

MCTV 43—Digital Video Editing (3.0)
3.0 Lecture. Introduction to the aesthetic and technical aspects of non-linear editing, visual effect generation, and video production using computers equipped with specialized production software such as Final Cut Pro, Premiere, After Effects, and Pro Tools. The class will also cover the preparation of digital video in various formats for distribution and the internet. (Standard Letter Grade.) Effective: Spring 2019.

Water Resources Management

Water Resources Management



Wastewater Collection Tech. Education AA

The Wastewater Collection Technology Education program is designed to prepare students to maintain and operate equipment; maintain, restore, monitor, evaluate and adjust collection systems; and maintain lift stations. Students completing the required courses for this degree will qualify to take nearly a dozen wastewater related certification examinations offered by the California Water Environment Association (CWEA). Although current State regulations do not require certification of wastewater collection system personnel, many public sector employers either require or prefer job applicants who have obtained the CWEA Wastewater Collection and Maintenance certifications.

Required Core **Units:** 21

WTRM 201	Introduction to Water, Wastewater Technology	3
WTRM 202	Beginning Water, Wastewater, Distribution Math	3
WTRM 203	Introduction to Electrical and Instrumentation Processes	3
WTRM 204	Motors and Pumps, Operation and Maintenance	3
WTRM 207	Beginning Wastewater Treatment Operations	3
WTRM 213	Beginning Wastewater Collection	3
WTRM 216	Advanced Wastewater Collections	3

List A: Select one of the following: 3 Units **Units:** 3

WTRM 205	Water Distribution 1	3
WTRM 206	Beginning Water Treatment Plant Operation	3
WTRM 209	Advanced Water Treatment Plant Operation	3

WTRM 210	Advanced Water/Wastewater/Distribution Math	3
WTRM 211	Advanced Wastewater Treatment Plant Operation	3
WTRM 212	Applied Hydraulics	3
WTRM 214	Laboratory Analysis for Water, Wastewater	3
WTRM 215	Leadership and Supervision in the Water Industry	3

LIST B - Select two of the following: 4 - 8 Units **Units:** 4-8

WTRM 217	Water Use Efficiency Practitioner	3
WTRM 218	Introduction to Occupational Health and Safety	3
WTRM 221	Mechanical Maintenance	3
WTRM 232	Advanced Water Distribution	3
WTRM 233	Water Conservation	3
WTRM 234	Industrial Wastewater and Stormwater Management	4
WTRM 235	Pollution Prevention	3
WTRM 290	Occupational Work Experience/Water/Wastewater Technology	1-4

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 63-71

Wastewater Collection Tech. Education CA

The Wastewater Collection Technology Education program is designed to prepare students to maintain and operate equipment; maintain, restore, monitor, evaluate and adjust collection systems; and maintain lift stations. Students completing the required courses for this certificate will qualify to take nearly a dozen wastewater related certification examinations offered by the California Water Environment Association (CWEA). Although current State regulations do not require certification of wastewater collection system personnel, many public sector employers either require or prefer job applicants who have obtained the CWEA Wastewater Collection and Maintenance certifications.

Required Core: **Units:** 21

WTRM 201	Introduction to Water, Wastewater Technology	3
WTRM 202	Beginning Water, Wastewater, Distribution Math	3
WTRM 203	Introduction to Electrical and Instrumentation Processes	3
WTRM 204	Motors and Pumps, Operation and Maintenance	3
WTRM 207	Beginning Wastewater Treatment Operations	3
WTRM 213	Beginning Wastewater Collection	3
WTRM 216	Advanced Wastewater Collections	3

Total: 21

Wastewater Technology Education AA

The Wastewater Technology Education program is designed to prepare students to operate or control an entire system of machines, often through the use of control boards, to transfer or treat wastewater. This includes monitoring gauges, dials or other indicators to

make sure machines are working properly and troubleshooting and/or performing routine maintenance on equipment. Students completing the required courses for this degree will qualify to take the SWRCB certification examination for the Grade 1 Wastewater Plant Operator as well as nearly a dozen wastewater related certification examinations offered by CWEA.

Core Requirements: (21 Units) **Units:** 21

WTRM 201	Introduction to Water, Wastewater Technology	3
WTRM 202	Beginning Water, Wastewater, Distribution Math	3
WTRM 203	Introduction to Electrical and Instrumentation Processes	3
WTRM 204	Motors and Pumps, Operation and Maintenance	3
WTRM 207	Beginning Wastewater Treatment Operations	3
WTRM 211	Advanced Wastewater Treatment Plant Operation	3
WTRM 213	Beginning Wastewater Collection	3

LIST A / Electives: (3 Units - Select one of the following:) **Units:** 3

WTRM 209	Advanced Water Treatment Plant Operation	3
WTRM 210	Advanced Water/Wastewater/Distribution Math	3
WTRM 212	Applied Hydraulics	3
WTRM 214	Laboratory Analysis for Water, Wastewater	3
WTRM 215	Leadership and Supervision in the Water Industry	3
WTRM 232	Advanced Water Distribution	3

LIST B: (4 - 8 Units) Select two of the following: **Units:** 4-8

WTRM 216	Advanced Wastewater Collections	3
WTRM 217	Water Use Efficiency Practitioner	3
WTRM 218	Introduction to Occupational Health and Safety	3
WTRM 221	Mechanical Maintenance	3
WTRM 233	Water Conservation	3
WTRM 234	Industrial Wastewater and Stormwater Management	4
WTRM 235	Pollution Prevention	3
WTRM 290	Occupational Work Experience/Water/Wastewater Technology	1-4

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 63-71

Wastewater Technology Education CA

The Wastewater Technology Education program is designed to prepare students to operate or control an entire system of machines, often through the use of control boards, to transfer or treat wastewater. This includes monitoring gauges, dials or other indicators to make sure machines are working properly and troubleshooting and/or performing routine maintenance on equipment. Students completing the required courses for this certificate will qualify to take the SWRCB certification examination for the Grade 1 Wastewater Plant

Operator as well as nearly a dozen wastewater related certification examinations offered by CWEA.

Required Core: (21 Units) **Units:** 21

WTRM 201	Introduction to Water, Wastewater Technology	3
WTRM 202	Beginning Water, Wastewater, Distribution Math	3
WTRM 203	Introduction to Electrical and Instrumentation Processes	3
WTRM 204	Motors and Pumps, Operation and Maintenance	3
WTRM 207	Beginning Wastewater Treatment Operations	3
WTRM 211	Advanced Wastewater Treatment Plant Operation	3
WTRM 213	Beginning Wastewater Collection	3

Total: 21

Wastewater Distribution Technology Education AA

The Water Distribution Technology Education program is designed to teach students the methods, processes, technology and current practices involved in operating and maintaining modern, complex water distribution systems. Students who satisfactorily complete the required courses for this degree will qualify to take the CDPH Grade D-1 through D-5 Water Distribution Operator examinations required to obtain certification and employment with a water district.

Core Requirements: (21 Units) **Units:** 21

WTRM 201	Introduction to Water, Wastewater Technology	3
WTRM 202	Beginning Water, Wastewater, Distribution Math	3
WTRM 203	Introduction to Electrical and Instrumentation Processes	3
WTRM 204	Motors and Pumps, Operation and Maintenance	3
WTRM 205	Water Distribution 1	3
WTRM 206	Beginning Water Treatment Plant Operation	3
WTRM 232	Advanced Water Distribution	3

LIST A: (3 Units - Select one of the following) **Units:** 3

WTRM 207	Beginning Wastewater Treatment Operations	3
WTRM 209	Advanced Water Treatment Plant Operation	3
WTRM 210	Advanced Water/Wastewater/Distribution Math	3
WTRM 211	Advanced Wastewater Treatment Plant Operation	3
WTRM 212	Applied Hydraulics	3
WTRM 213	Beginning Wastewater Collection	3
WTRM 214	Laboratory Analysis for Water, Wastewater	3
WTRM 215	Leadership and Supervision in the Water Industry	3

LIST B: (4 - 8 Units - Select two of the following) **Units:** 4-8

WTRM 216	Advanced Wastewater Collections	3
WTRM 217	Water Use Efficiency Practitioner	3
WTRM 218	Introduction to Occupational Health and Safety	3
WTRM 221	Mechanical Maintenance	3
WTRM 233	Water Conservation	3
WTRM 234	Industrial Wastewater and Stormwater Management	4
WTRM 235	Pollution Prevention	3

WTRM 290	Occupational Work Experience/Water/Wastewater Technology	1-4

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 63-71

Wastewater Distribution Technology Education CA

The Water Distribution Technology Education program is designed to teach students the methods, processes, technology and current practices involved in operating and maintaining modern, complex water distribution systems. Students who satisfactorily complete the required courses for this certificate will qualify to take the CDPH Grade D-1 through D-5 Water Distribution Operator examinations required to obtain certification and employment with a water district.

Required Core: **Units:** 21

WTRM 201	Introduction to Water, Wastewater Technology	3
WTRM 202	Beginning Water, Wastewater, Distribution Math	3
WTRM 203	Introduction to Electrical and Instrumentation Processes	3
WTRM 204	Motors and Pumps, Operation and Maintenance	3
WTRM 205	Water Distribution 1	3
WTRM 206	Beginning Water Treatment Plant Operation	3
WTRM 232	Advanced Water Distribution	3

Total: 21

Water Resources Management AA

The Water Resources Management degree program is designed to prepare students for employment by municipal drinking water and wastewater treatment departments or industrial treatment facilities. Careers in water/wastewater technology generally involve the administration, operation and maintenance of both drinking water and wastewater treatment facilities as well as distribution and collection systems. Gavilan's Water Resources Management Program provides educational courses that prepare students for careers in Water Resources Management. Courses prepare students for certification examinations administered by the State of California as well as those administered by professional associations within the water and wastewater industry. Current instructors are experienced water and wastewater professionals, expert and up-to-date in best-of-breed industry practices. Classes are built around practical examples of real-world scenarios, demonstrations, and field trips whenever possible to maximize understanding of subject matter. Internships are available, too, through Cooperative Work Experience.

Core Requirements **Units:** 18

WTRM 201	Introduction to Water, Wastewater Technology	3
WTRM 202	Beginning Water, Wastewater, Distribution Math	3
WTRM 203	Introduction to Electrical and Instrumentation Processes	3
WTRM 205	Water Distribution 1	3
WTRM 206	Beginning Water Treatment Plant Operation	3

WTRM 207	Beginning Wastewater Treatment Operations	3

LIST A: Electives - Select one of the following **Units:** 3

WTRM 208	Water Distribution 2	3
WTRM 209	Advanced Water Treatment Plant Operation	3
WTRM 210	Advanced Water/Wastewater/Distribution Math	3
WTRM 211	Advanced Wastewater Treatment Plant Operation	3
WTRM 212	Applied Hydraulics	3
WTRM 213	Beginning Wastewater Collection	3
WTRM 214	Laboratory Analysis for Water, Wastewater	3
WTRM 215	Leadership and Supervision in the Water Industry	3

LIST B: Electives - Select two of the following **Units:** 4-7

WTRM 204	Motors and Pumps, Operation and Maintenance	3
WTRM 216	Advanced Wastewater Collections	3
WTRM 217	Water Use Efficiency Practitioner	3
WTRM 218	Introduction to Occupational Health and Safety	3
WTRM 219	Industrial Wastewater Management and Treatment	3
WTRM 220	Pollution Prevention and Storm Water Management	3
WTRM 221	Mechanical Maintenance	3
WTRM 233	Water Conservation	3
WTRM 290	Occupational Work Experience/Water/Wastewater Technology	1-4

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 60-67

Water Resources Management CA

The Water Resources Management degree program is designed to prepare students for employment by municipal drinking water and wastewater treatment departments or industrial treatment facilities. Careers in water/wastewater technology generally involve the administration, operation and maintenance of both drinking water and wastewater treatment facilities as well as distribution and collection systems. Gavilan's Water Resources Management Program provides educational courses that prepare students for careers in Water Resources Management. Courses prepare students for certification examinations administered by the State of California as well as those administered by professional associations within the water and wastewater industry. Current instructors are experienced water and wastewater professionals, expert and up-to-date in best-of-breed industry practices. Classes are built around practical examples of real-world scenarios, demonstrations, and field trips whenever possible to maximize understanding of subject matter. Internships are available, too, through Cooperative Work Experience.

Requirements **Units:** 18

WTRM 201	Introduction to Water, Wastewater Technology	3
WTRM 202	Beginning Water, Wastewater, Distribution Math	3
WTRM 203	Introduction to Electrical and Instrumentation Processes	3

WTRM 205	Water Distribution 1	3
WTRM 206	Beginning Water Treatment Plant Operation	3
WTRM 207	Beginning Wastewater Treatment Operations	3

Total: 18

Water Technology Education AA

The Water Technology Education program is designed to teach students the key steps, processes, and current technology involved in operating modern water treatment plants. Students who satisfactorily complete the required courses in this degree will qualify to take the California Department of Public Health (CDPH) Grade T-1 and T-2 Water Treatment Plant Operator examinations required for certification and employment at water treatment plants.

Required Core: (21 Units) **Units:** 21

WTRM 201	Introduction to Water, Wastewater Technology	3
WTRM 202	Beginning Water, Wastewater, Distribution Math	3
WTRM 203	Introduction to Electrical and Instrumentation Processes	3
WTRM 204	Motors and Pumps, Operation and Maintenance	3
WTRM 205	Water Distribution 1	3
WTRM 206	Beginning Water Treatment Plant Operation	3
WTRM 209	Advanced Water Treatment Plant Operation	3

Restricted Electives/ LIST A: (3 Units - Select one of the following) **Units:** 3

WTRM 207	Beginning Wastewater Treatment Operations	3
WTRM 210	Advanced Water/Wastewater/Distribution Math	3
WTRM 211	Advanced Wastewater Treatment Plant Operation	3
WTRM 212	Applied Hydraulics	3
WTRM 213	Beginning Wastewater Collection	3
WTRM 214	Laboratory Analysis for Water, Wastewater	3
WTRM 215	Leadership and Supervision in the Water Industry	3
WTRM 232	Advanced Water Distribution	3

LIST B: (4 - 8 Units - Select two of the following) **Units:** 4-8

WTRM 216	Advanced Wastewater Collections	3
WTRM 217	Water Use Efficiency Practitioner	3
WTRM 218	Introduction to Occupational Health and Safety	3
WTRM 221	Mechanical Maintenance	3
WTRM 233	Water Conservation	3
WTRM 234	Industrial Wastewater and Stormwater Management	4
WTRM 235	Pollution Prevention	3
WTRM 290	Occupational Work Experience/Water/Wastewater Technology	1-4

General Education Requirements: **Units:** 35-39

A student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern, plus sufficient electives to meet a 60 unit total. See a counselor for details. NOTE: A course may be used to satisfy both general education and major requirements. See "Double Counting Rule".

Total: 63-71

Water Technology Education CA

The Water Technology Education program is designed to teach students the key steps, processes, and current technology involved in operating modern water treatment plants. Students who satisfactorily complete the required courses in this certificate will qualify to take the California Department of Public Health (CDPH) Grade T-1 and T-2 Water Treatment Plant Operator examinations required for certification and employment at water treatment plants.

Required Core: (21 Units) **Units:** 21

WTRM 201	Introduction to Water, Wastewater Technology	3
WTRM 202	Beginning Water, Wastewater, Distribution Math	3
WTRM 203	Introduction to Electrical and Instrumentation Processes	3
WTRM 204	Motors and Pumps, Operation and Maintenance	3
WTRM 205	Water Distribution 1	3
WTRM 206	Beginning Water Treatment Plant Operation	3
WTRM 209	Advanced Water Treatment Plant Operation	3

Total: 21

Courses

WTRM 201—Introduction to Water, Wastewater Technology (3.0) A new version of this course will be effective Spring 2020
3.0 Lecture. An introduction to the Water and Wastewater Distribution Industry. Topics include industry careers, required certifications, the hydrologic cycle, watersheds, water/wastewater treatment methods, valves and equipment, as well as industry standard math formulas and conversion factors. This course was previously listed as WTRM 101. ADVISORY: Eligible for Mathematics 430. (Standard Letter Grade.) Effective: Spring 2019 to Spring 2020.

WTRM 201—Introduction to Water, Wastewater Technology (3.0)
3.0 Lecture. An introduction to the Water and Wastewater Distribution Industry. Topics include industry careers, required certifications, the hydrologic cycle, watersheds, water/wastewater treatment methods, valves and equipment, as well as industry standard math formulas and conversion factors. This course was previously listed as WTRM 101. ADVISORY: Eligible for Mathematics 430 or equivalent Arithmetic proficiency. (Standard Letter Grade.) Effective: Spring 2020.

WTRM 202—Beginning Water, Wastewater, Distribution Math (3.0) A new version of this course will be effective Spring 2020
3.0 Lecture. This course covers basic math concepts used in the water and wastewater distribution industry. Topics include industry standard formulas, conversion factors, fractions, decimals, percentages, ratios, area and volume. This course was previously listed as WTRM 102. ADVISORY: Eligible for Mathematics 430. (Standard Letter Grade.) Effective: Spring 2019 to Spring 2020.

WTRM 202—Beginning Water, Wastewater, Distribution Math (3.0)
3.0 Lecture. This course covers basic math concepts used in the water and wastewater distribution industry. Topics include industry standard formulas, conversion factors, fractions, decimals, percentages, ratios, area and volume. This course was previously listed as WTRM 102. ADVISORY: Eligible for Mathematics 430 or equivalent Arithmetic proficiency. (Standard Letter Grade.) Effective: Spring 2020.

WTRM 203—Introduction to Electrical and Instrumentation Processes (3.0)
3.0 Lecture. Introduction to basic electrical theory, applications, common uses and real world examples of control systems and instrumentation used in water distribution, water, and wastewater treatment plants including switches, relays, alarms, motors, instrumentation, valve actuators, computers and communications. This course was previously listed as WTRM 103. ADVISORY: WTRM 201 Introduction to Water-Wastewater Technology; WTRM 202 Beginning Water-Wastewater Mathematics. (Standard Letter Grade.) Effective: Fall 2019.

WTRM 204—Motors and Pumps, Operation and Maintenance (3.0)
3.0 Lecture. Theory of pumps and motors, identification of problems encountered, causes of problems, corrective solutions and repair procedures. Implementation of maintenance programs including scheduling and record keeping. This course was previously listed as WTRM 104. ADVISORY: WTRM 201 Introduction to Water-Wastewater Technology and WTRM 202 Beginning Water-Wastewater Mathematics. (Standard Letter Grade.) Effective: Fall 2019.

WTRM 205—Water Distribution 1 (3.0)
3.0 Lecture. This is a comprehensive course that teaches basic principles of operation and maintenance of a water distribution system. It covers the sources of water; principles of design; installation, operation and maintenance of pipes, pumps, valves, meters, and other regulated hydraulic units. Operation and maintenance safety considerations are emphasized. This course is designed to prepare the student to take the State of California Water Distribution Operator exam. This course was previously listed as WTRM 105. ADVISORY: WTRM 201 Introduction to Water-Wastewater Technology and WTRM 202 Beginning Water-Wastewater Mathematics. (Standard Letter Grade.) Effective: Fall 2019.

WTRM 206—Beginning Water Treatment Plant Operation (3.0)
3.0 Lecture. This is a comprehensive course that teaches basic principles of operation and maintenance of water treatment plant. The course covers sources of water; public health aspects of water supply; physical and bacteriologic standards of water quality; types of water treatment plants, water treatment procedures, operation, storage and distribution. This course is designed to prepare the student to take the State of California Water Treatment Operator exams (T1, T2). This course was previously listed as WTRM 106. ADVISORY: WTRM 201 Introduction to Water/Wastewater Technology; WTRM 202 Beginning Water/Wastewater Mathematics. (Standard Letter Grade.) Effective: Fall 2019.

WTRM 207—Beginning Wastewater Treatment Operations (3.0) A new version of this course will be effective Spring 2020
3.0 Lecture. This course covers an introduction to the operations and maintenance of a wastewater treatment facility. Topics include industry careers, certifications, advanced wastewater treatment methods, valves and equipment, as well as industry standard math formulas and conversion factors. This course is designed to prepare the student to take the State of California Operator in Training (OIT) and Wastewater Treatment Operator exams (WW1, WW2). This course was previously listed as WTRM 107. ADVISORY: Eligible for Math 430. (Standard Letter Grade.) Effective: Spring 2019 to Spring 2020.

WTRM 207—Beginning Wastewater Treatment Operations (3.0) A new version of this course will be effective Fall 2020
3.0 Lecture. This course covers an introduction to the operations and maintenance of a wastewater treatment facility. Topics include industry careers, certifications, advanced wastewater treatment methods, valves and equipment, as well as industry standard math formulas and conversion factors. This course is designed to prepare the student to take the State of California Operator in Training (OIT) and Wastewater Treatment Operator exams (WW1, WW2). This course was previously listed as WTRM 107. ADVISORY: Eligible for Math 430 or equivalent Arithmetic proficiency. (Standard Letter Grade.) Effective: Spring 2020 to Fall 2020.

WTRM 207—Beginning Wastewater Treatment Operations (3.0)

3.0 Lecture. This course covers an introduction to the operations and maintenance of a wastewater treatment facility. Topics include industry careers, certifications, advanced wastewater treatment methods, valves and equipment, as well as industry standard math formulas and conversion factors. This course is designed to prepare the student to take the State of California Wastewater Treatment Operator exams (WW1, WW2). This course was previously listed as WTRM 107. ADVISORY: Eligible for Math 430 or equivalent Arithmetic proficiency. (Standard Letter Grade.) Effective: Fall 2020.

WTRM 208—Water Distribution 2 (3.0)
3.0 Lecture. Designed as the second part of an integrated sequence of two courses covering water distribution systems. Enables students to gain a more comprehensive understanding of the operation and maintenance of waterworks distribution systems, including advanced calculations, management, safety and emergency response issues. Contemporary issues facing the water and wastewater industry are also explored in depth. This course is part of a series required for eligibility to take the State certification examinations; supports certification examinations for CDPH grade levels D3, D4 and D5. This course was previously listed as WTRM 108. ADVISORY: WTRN 205 Water Distribution 1 and WTRM 202 Beginning Water/Wastewater Mathematics. (Standard Letter Grade.) Effective: Fall 2019.

WTRM 209—Advanced Water Treatment Plant Operation (3.0)
3.0 Lecture. This course focuses on advanced water quality control and treatment with emphasis on state regulations, EPA regulations, advanced mathematics and water chemistry. The course will include an in-depth study of treatment plant processes and their relation to current water quality regulations. This course will be helpful to those preparing for the CDPH Grade T3, T4 and T5 examinations. This course was previously listed as WTRM 109. ADVISORY: WTRM 202 Beginning Water-Wastewater Mathematics; WTRM 206 Beginning Water Treatment Plant Operation. (Standard Letter Grade.) Effective: Fall 2019.

WTRM 210—Advanced Water/Wastewater/Distribution Math (3.0)
3.0 Lecture. This course is a continuation of the Beginning Water/Wastewater Mathematics course WTRM 202 and covers advanced math concepts used in the Water/Wastewater/Distribution industry. Topics include industry standard formulas, conversion factors, MCRT, SVI, waste/return, horsepower, well drawdown, capacitance, yield, belt press cake/filtrate, SDI, sludge age, gas production and digestion rates. ADVISORY: Math 205 Elementary Algebra and WTRM 202 Beginning Water/Wastewater Mathematics. (Standard Letter Grade.) Effective: Fall 2019.

WTRM 211—Advanced Wastewater Treatment Plant Operation (3.0) A new version of this course will be effective Spring 2020
3.0 Lecture. This course is designed to familiarize students with advanced wastewater treatment systems, including secondary and tertiary treatment, solids handling, disinfection, reclamation of wastewater, as well as laboratory study. The course prepares students for the CSWRB Wastewater Treatment Plant Operator examinations. This course was previously listed as WTRM 111. ADVISORY: WTRM 201 Introduction to Water/Wastewater Technology; WTRM 207 Beginning Wastewater Treatment Operation. (Standard Letter Grade.) Effective: Spring 2019 to Spring 2020.

WTRM 211—Advanced Wastewater Treatment Plant Operation (3.0)
3.0 Lecture. This course is designed to familiarize students with advanced wastewater treatment systems, including secondary and tertiary treatment, solids handling, disinfection, reclamation of wastewater, as well as laboratory study. The course prepares students for the CSWRB Wastewater Treatment Plant Operator examinations. This course was previously listed as WTRM 111. ADVISORY: WTRM 201 Introduction to Water/Wastewater Technology; WTRM 207 Beginning Wastewater Treatment Operation. (Standard Letter Grade.) Effective: Spring 2020.

WTRM 212—Applied Hydraulics (3.0)
3.0 Lecture. Study of the hydraulics necessary in the operation of water and maintenance plants and systems. Consideration of the types of pumps used in water/wastewater service, their operational characteristics, required maintenance and the problems common to their use. This

course was previously listed as WTRM 112. ADVISORY: WTRM 201 Introduction to Water/ Wastewater Technology and WTRM 202 Beginning Water/Wastewater Mathematics. (Standard Letter Grade.) Effective: Fall 2019.

WTRM 213—Beginning Wastewater Collection (3.0) A new version of this course will be effective Spring 2020
3.0 Lecture. This course covers the proper installation, inspection, operation, maintenance and repair of wastewater collection systems. It provides the knowledge and skills required to effectively operate and maintain collection systems. This course also provides knowledge as to why collection systems affect treatment facilities and how they have a significant impact on the operation and maintenance costs and effectiveness of these systems. Prepares students for the CWEA Collection System Maintenance Grade 1 examination. This course was previously listed as WTRM 113. ADVISORY: WTRM 201 Introduction to Water-Wastewater Technology; WTRM 202 Beginning Water-Wastewater Mathematics. (Standard Letter Grade.) Effective: Spring 2019 to Spring 2020.

WTRM 213—Beginning Wastewater Collection (3.0)
3.0 Lecture. This course covers the proper installation, inspection, operation, maintenance and repair of wastewater collection systems. It provides the knowledge and skills required to effectively operate and maintain collection systems. This course also provides knowledge as to why collection systems affect treatment facilities and how they have a significant impact on the operation and maintenance costs and effectiveness of these systems. Prepares students for the CWEA Collection System Maintenance Grade 1 examination. This course was previously listed as WTRM 113. ADVISORY: WTRM 201 Introduction to Water-Wastewater Technology; WTRM 202 Beginning Water-Wastewater Mathematics. (Standard Letter Grade.) Effective: Spring 2020.

WTRM 214—Laboratory Analysis for Water, Wastewater (3.0)
3.0 Lecture. This course is designed to support an understanding and application of water quality laboratory basics in a practical setting. It prepares students to perform chemical, physical and bacteriological examination of water and wastewater. This class will help the student prepare for the CWEA Grade 1 Lab Analyst certification exam. This course was previously listed as WTRM 114. ADVISORY: WTRM 202 Beginning Water/Wastewater Mathematics or Eligible for Mathematics 430. (Standard Letter Grade.) Effective: Fall 2019.

WTRM 215—Leadership and Supervision in the Water Industry (3.0) A new version of this course will be effective Spring 2020
3.0 Lecture. Leadership and supervisory aspects of public agencies and investor-owned utilities, including organization, decision-making, coordination, communication and public relations. Personnel supervision, including coaching, training, evaluation, discipline, team building, morale and grievances. Safety programs, as well as encouragement of safe conditions, actions and attitudes is also covered. This course was previously listed as WTRM 115. ADVISORY: WTRM 201 Introduction to Water/Wastewater Technology. (Standard Letter Grade.) Effective: Spring 2019 to Spring 2020.

WTRM 215—Leadership and Supervision in the Water Industry (3.0)
3.0 Lecture. Leadership and supervisory aspects of public agencies and investor-owned utilities, including organization, decision-making, coordination, communication and public relations. Personnel supervision, including coaching, training, evaluation, discipline, team building, morale and grievances. Safety programs, as well as encouragement of safe conditions, actions and attitudes is also covered. This course was previously listed as WTRM 115. ADVISORY: WTRM 201 Introduction to Water/Wastewater Technology. (Standard Letter Grade.) Effective: Spring 2020.

WTRM 216—Advanced Wastewater Collections (3.0) A new version of this course will be effective Spring 2020
3.0 Lecture. This course provides an in-depth understanding of the components of wastewater collection systems and includes the design, operation, monitoring, maintenance and repair of lift pump stations as well as equipment maintenance, safety systems, administration and organization principles. Prepares students for the CWEA Collection System Maintenance Grades 2, 3, and 4

examinations. This course was previously listed as WTRM 116. ADVISORY: WTRM 201: Introduction to Water/Wastewater Technology and WTRM 213: Beginning Wastewater Collections. (Standard Letter Grade.) Effective: Spring 2019 to Spring 2020.

WTRM 216—Advanced Wastewater Collections (3.0)
3.0 Lecture. This course provides an in-depth understanding of the components of wastewater collection systems and includes the design, operation, monitoring, maintenance and repair of lift pump stations as well as equipment maintenance, safety systems, administration and organization principles. Prepares students for the CWEA Collection System Maintenance Grades 2, 3, and 4 examinations. This course was previously listed as WTRM 116. ADVISORY: WTRM 201: Introduction to Water/Wastewater Technology and WTRM 213: Beginning Wastewater Collections. (Standard Letter Grade.) Effective: Spring 2020.

WTRM 217—Water Use Efficiency Practitioner (3.0)
3.0 Lecture. This course focuses upon the efficient use and conversation of water in the following contexts: overall supply and demand; utility operations and measures; residential uses and measures; commercial, institutional uses and measures; and landscape uses and measures. This course was previously listed as WTRM 117. (Standard Letter Grade.) Effective: Fall 2019.

WTRM 218—Introduction to Occupational Health and Safety (3.0)
3.0 Lecture. This course covers the fundamentals of the health and safety associated with water treatment, distribution and waste water treatment operations. Subjects covered include introduction to safety, confined space, lockout-tagout, respiratory protection, heat stress, fall protection and traffic control. Each section will satisfy existing Cal/OSHA and other water industry related training requirements. (Standard Letter Grade.) Effective: Fall 2019.

WTRM 219—Industrial Wastewater Management and Treatment (3.0)
3.0 Lecture. Industrial Wastewater Management and Treatment reviews various industries and their associated wastewater. The course introduces the characteristics of wastewater such as pH, total suspended solids, total dissolved solids, etc., and then reviews basic treatment methods that are used to remove the particular characteristic from the water. By the end of the course, students will be able to design a wastewater treatment plant by developing block flow diagrams which utilize basic treatment methods to achieve the desired wastewater quality. This course was previously listed as WTRM 119. ADVISORY: WTRM 201: Introduction to Water/Wastewater Technology and WTRM 207: Beginning Wastewater Treatment Plant Operation (Standard Letter Grade.) Effective: Fall 2019.

WTRM 220—Pollution Prevention and Storm Water Management (3.0)
3.0 Lecture. Pollution Prevention and Storm Water Management reviews methods and regulations to prevent pollutants from reaching the waters of our rivers, streams and aquifers. It reviews methods of reducing pollutants in industrial wastewater, water reuse and water recycling. Additionally, it reviews the methods and regulations for storing hazardous wastes and materials. Lastly, it reviews the general storm water permits for municipalities, industry and construction. At the end of this course, the student will have a fundamental knowledge of how to reduce pollution in our wastewater through effective water and process management, as well as appropriate hazardous materials and waste storage. This course also covers the implementation of methods required by the State's general permits to prevent pollution from entering storm water runoff. This course was previously listed as WTRM 120. ADVISORY: WTRM 201: Introduction to Water/Wastewater Technology and WTRM 207: Beginning Wastewater Treatment Plant Operation. (Standard Letter Grade.) Effective: Fall 2019.

WTRM 221—Mechanical Maintenance (3.0)
3.0 Lecture. This course is designed to familiarize students with the basic principles of mechanical equipment design, installation, operation, maintenance, repair, overhaul and replacement. The course emphasizes understanding the value of preventative maintenance techniques such as equipment monitoring, lubrication analysis, machine alignment and scheduled overhaul.

ADVISORY: WTRM 201: Introduction to Water/Wastewater Technology. This course was previously listed as WTRM 121. (Standard Letter Grade.) Effective: Fall 2019.

WTRM 232—Advanced Water Distribution (3.0) A new version of this course will be effective Spring 2020
3.0 Lecture. This advanced level course prepares students for work in a highly skilled or supervisory position in the operation of a water distribution system. It prepares the student to take the State of California Water Distribution Operator exam at D3, D4, and D5 levels. This course was previously listed as WTRM 132. ADVISORY: WTRM 202 Beginning Water/Wastewater Mathematics, WTRM 205 Water Distribution 1, WTRM 208 Water Distribution 2. (Standard Letter Grade.) Effective: Spring 2019 to Spring 2020.

WTRM 232—Advanced Water Distribution (3.0)
3.0 Lecture. This advanced level course prepares students for work in a highly skilled or supervisory position in the operation of a water distribution system. It prepares the student to take the State of California Water Distribution Operator exam at D3, D4, and D5 levels. This course was previously listed as WTRM 132. ADVISORY: WTRM 202 Beginning Water/Wastewater Mathematics, WTRM 205 Water Distribution 1, WTRM 208 Water Distribution 2. (Standard Letter Grade.) Effective: Spring 2020.

WTRM 233—Water Conservation (3.0)
3.0 Lecture. This course provides technical and practical information in water use efficiency, the need for and major components of comprehensive water conversation programs and the role of the water conservation coordinator in the public water supply industry. Topics include: customers and their water uses, water sustainability factors, regulatory agencies and careers/opportunities in the field of water management. This class will help the student prepare for the AWWA Grade 1 Water Conservation Practitioner Certification. This course was previously listed as WTRM 133. (Standard Letter Grade.) Effective: Fall 2019.

WTRM 234—Industrial Wastewater and Stormwater Management (4.0)
4.0 Lecture. This course is designed to provide an overview of water/ wastewater regulations with an emphasis on local, state, and federal regulatory standards. The study of the principles of wastewater and stormwater management including hydrology, water distribution, wastewater collection, stormwater management, and safe drinking water issues will be covered along with an introduction to the one water management concept. This course was previously listed as WTRM 134. (Standard Letter Grade.) Effective: Fall 2019.

WTRM 235—Pollution Prevention (3.0)
3.0 Lecture. Study of the raw materials and chemicals used in industry and the changes that occur as they move through the industrial process. Topics include: regulations, the materials balance concept of inventory, the importance of waste minimization/pollution prevention, and residential waste generation/reduction/prevention. This course has the option of a letter grade or pass/no pass. (Standard Letter Grade.) Effective: Fall 2019.

WTRM 236—OSHA 10 Construction Industry Safety Course (1.0)
1.0 Lecture. This course covers OSHA standards and requirements as they apply to the construction industry and teaches safety awareness which helps in recognizing and reducing the risk of job site hazards. Emphasis will be on hazard identification, avoidance, control and prevention. Students who successfully complete this course will receive their 10-hour Construction safety course completion certificate/card. This course is a pass/no pass course. (Pass/No Pass.) Effective: Fall 2018.

WTRM 290—Occupational Work Experience/Water/Wastewater Technology (1.0-4.0) A new version of this course will be effective Fall 2020
3.3-16.7 Lab. 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. Student repetition is allowed per Title 5 Section 55253. Minimum 2.00 GPA REQUIRED: Declared vocational major. This course was previously listed as WTRM 190. (Pass/No Pass.) Effective: Spring 2019 to Fall 2020.

WTRM 290—Occupational Work Experience/Water/Wastewater Technology (1.0-4.0)
3.3-16.7 Lab. 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. Student repetition is allowed per Title 5 Section 55253. Minimum 2.00 GPA REQUIRED: Declared vocational major. This course was previously listed as WTRM 190. (Pass/No Pass.) Effective: Fall 2020.

Welding

Welding



Welding Technology CP

The Welding Technology program provides students with entry-level skills required for employment in the welding and metal works industries, including construction, manufacturing, transportation, and agriculture. The program provides training in a variety of welding methods including SMAW, OFC, PAC, OAW, GMAW, FCAW and GTAW. Interested students can pursue the American Welding Society skills certification options.

PROGRAM REQUIREMENTS (5 Units): **Units:** 5

WELD 201	Beginning Welding	2
WELD 202	Intermediate Welding	2
WELD 203	Basic Blueprints	1

Total: 5

Courses

WELD 201—Beginning Welding (2.0)

1.0 Lecture, 3.0 Lab. This course is an introduction to Shielded Metal Arc Welding (SMAW), Gas Metal Arc Welding (GMAW), Oxy Acetylene Welding (OAW) and Oxy Fuel Cutting (OFC) and Plasma Arc Cutting (PAC) of steel materials. Content includes safe practices, equipment use, metal identification, and basic practices in metal repair and maintenance. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2019.

WELD 202—Intermediate Welding (2.0)
1.0 Lecture, 3.0 Lab. This course continues training in arc, gas, and oxy acetylene welding and oxy fuel and plasma arc cutting; as well as introduces Gas Tungsten Arc Welding (GTAW). Content includes an introduction to welding symbols, fabrication, and a continued emphasis on safe practices and equipment use. ADVISORY: WELD 201. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2019.

WELD 203—Basic Blueprints (1.0)
18.0 Lecture. This class covers reading mechanical drawings, including learning how 3-D objects are represented on a 2-D space. ADVISORY: WELD 202. (Option of a standard letter grade or Pass/no pass.) Effective: Fall 2019.

WELD 701—Beginning Welding (0.0)
1.0 Lecture, 3.0 Lab. This course is an introduction to Shielded Metal Arc Welding (SMAW), Gas Metal Arc Welding (GMAW), Oxy Acetylene Welding (OAW) and Oxy Fuel Cutting (OFC) and Plasma Arc Cutting (PAC) of steel materials. Content includes safe practices, equipment use, metal identification, and basic practices in metal repair and maintenance. (Non Credit.) Effective: Fall 2019.

WELD 702—Intermediate Welding (0.0)
1.0 Lecture, 3.0 Lab. This course continues training in arc, gas, and oxy acetylene welding and oxy fuel and plasma arc cutting; as well as introduces Gas Tungsten Arc Welding (GTAW). Content includes an introduction to welding symbols, fabrication, and a continued emphasis on safe practices and equipment use. ADVISORY: WELD 701. (Non Credit.) Effective: Fall 2019.

WELD 703—Basic Blueprints (0.0)
18.0 Lecture. This class covers reading mechanical drawings, including learning how 3-D objects are represented on a 2-D space. ADVISORY: WELD 702. (Non Credit.) Effective: Fall 2019.

President's Message



Welcome to Gavilan College

Whether in online or in-person format, Gavilan College is committed to our promise of your success.

Gavilan College has been serving the communities of South Santa Clara and San Benito Counties for over 100 years. Through wars, through recessions, through technological change, and yes, through pandemics, Gavilan College has always adapted to the challenges of the times while continuing to provide high-quality education, career training, and support services for all of our students.

The Board of Trustees recently passed a resolution affirming our commitment to the success of our Black and African-American students. Like many other institutions, we are grappling with our role in systemic racism and policing, and will be intentional in fostering dialog around these topics. Our theme for the year is Equity, Inclusion, and Healing, and we will offer many opportunities for you to define these ideas in practice.

This semester you will find the friendly faces of the Welcome Center staff online in the Virtual Welcome Center instead of coming to campus (bonus: no parking fees!) and the majority of your classes will be online. When you do come to campus, it will be with Social Distancing Protocols and a lot fewer people. **We will still be here to support you.**

Whether you are attending classes in Zoom or iLearn, visiting your instructors' Virtual Office Hours, or participating in online events like President's Forums, Coffee and Conversations, Movies for Mental Health, or the Virtual Career Fair, you will be a part of our Gavilan College community. Take advantage of the drive-up Food Pantry twice per month, or the laptop lending program. Get help with online tutoring, and guidance with an online counseling appointment. Use the many resources of the library, including Ask A Librarian! Your instructors have been using their summer months preparing to make their fall online classes a positive growth experience for you.

I am honored to serve as your Superintendent/President, and I commend you for moving forward with your education and persevering through change. We will ALL come out of this stronger, with new skills and perspective, as we all look forward to the time we can come together on campus again.

Thank you for making Gavilan College a part of your life's journey, and for being a part of ours.



Kathleen A. Rose, Ed.D.
Superintendent / President

Directory

Main

MAIN CAMPUS - GILROY

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

When calling from Hollister (toll free): 831-637-1158

HOLLISTER- BRIGGS BUILDING

365 Fourth St., Hollister, CA 95023;

408-782-2873

SAN MARTIN - AVIATION

13021 Murphy Ave., San Martin, CA 95056;

408-695-0017

EMERGENCY/CAMPUS SECURITY

Security Office: 408-848-4703

COYOTE VALLEY

560 Bailey Avenue, San Jose, CA 95141

408-229-4299

From college phone:

First: Dial '911' (On campus, dial '8' first)

Second: Dial '10' for campus emergency support

From cell phone: 408-710-7490

For online directory, go to: http://www.gavilan.edu/staff/dir.php

TTY for the Deaf and Hard of Hearing: 408-846-4924

Offices and Programs

For online directory, go to: http://www.gavilan.edu/staff/dir.php

TTY for the Deaf and Hard of Hearing: 408-846-4924

Admissions and Records
Office: 408-848-4735, 408-846-4954

Accessible Education Center: 408-848-4865

Allied Health: 408-848-4883

Assessment: 408-846-4992

ASGC - Student Body Office: 408-848-4777

ASGC Advisor: 408-848-4826

Aviation Program: 408-695-0017

Bookstore: 408-848-4742

Box Office: 408-846-4973

Business Skills Center: 408-848-4786

CalWORKs: 408-852-2838

CARE - Cooperative Agencies Resources for Education: 408-848-4790

Career/Transfer Center: 408-848-4818

Clubs and Activities: 408-846-4777

Community Education: 408-229-4299

Cosmetology (appointment line): 408-842-5055

Counseling: 408-848-4723

Discrimination/Harassment: 408-848-4715

Distance Education: 408-848-4885

ESL Computer Lab: 408-848-4856

Extended Opportunity Programs and Services (EOPS): 408-848-4740

Financial Aid: 408-848-4727

Gavilan College Educational Foundation: 408-848-4724

Gilroy Early College Academy: 408-846-4909

Golf Course: 408-846-4920

Human Resources: 408-848-4753

International Students: 408-848-4754

Library: 408-848-4810

Reference Desk: 408-848-4806

Maintenance, Grounds: 408-846-4975

Math Lab: 408-846-4959

Math Science Engineering Achievement (MESA): 408-848-4887

Noncredit instruction: 408-852-2824

Public Information Office: 408-848-4724

Puente Program: 408-848-4807

South Bay Regional Public Safety Training Consortium: 408-270-6458

Tutoring Center: 408-848-4838

Veteran's Resource Center: 408-848-4734

Welcome Center: (408) 848-4800 x5108

Writing Center: 408-848-4811

To contact college employees by email, in most cases (but not all) type the first initial of the first name, followed by the last name@ gavilan.edu.

Administration

For online directory, go to: http://www.gavilan.edu/staff/dir.php

Administration

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Interim Dean of Student Learning and Student Success, Foundational Skills and Academic Support

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Director, Public Information

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Site Director, Hollister

Judy
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Board of Trustees

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About Gavilan College



Mission

Gavilan College actively engages, empowers and enriches students of all backgrounds and abilities to build their full academic, social, and economic potential.

Principles of Community

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

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

Gavilan College aspires to be

Diverse: We embrace and celebrate diversity in all its forms (the heritage, achievements, uniqueness, and contributions of all our members) and seek to uphold an inclusive, open and enlightened community. We engage in socially and culturally relevant practices and foster caring relationships.

Purposeful: We are a community that maintains a shared commitment to service to society and advancement of knowledge through innovative teaching and learning. We are committed to embracing collaboration, effective communication, and the development of strong working relationships throughout the campus.

Inclusive: We believe in all voices being heard. This requires outreach and purposeful inclusion of all groups. We believe the free exchange of ideas demands mutual respect, trust and consideration of our differences.

Equitable: We are committed to working towards an environment where all students are achieving their goals and have access to equitable resources and opportunities. We are committed to respect for individual dignity and equitable access to resources, recognition and security.

The Principles of Community, reflected in Board Policy 2715, guide the institution's actions. They provide guidelines to follow and are to be considered a living document. Adherence to the Principles of Community is the professional responsibility of all staff. The strength of these principles lies not in their enforcement, but in our ability to create a shared set of values that inform and guide our community's daily practice. Ultimately, Gavilan College is dedicated to fulfilling its mission with compassion, caring and understanding, while respecting all individuals. Principles of Community are evaluated and revised on a four-year cycle as appointed as a Task Force by the President's Council.

Visionary Educational Values and Goals

Values:

- An imaginative and nurturing community of learners, fostered through rigorous scholarship, creativity, and personal and professional development.
- A college environment and social climate characterized by inclusiveness and mutual respect for all of our students, staff, and community.
- Excellence in and promotion of comprehensive programs, services, and activities.
- Partnerships that support the educational, economic and social development of the college and the communities we serve.

Goals:

- To be known for educational excellence
- To demonstrate involved and responsive community leadership
- To increase our accessibility
- To encourage innovative instruction
- To lead in the application of appropriate educational technology
- To promote a harmonious learning and working environment

Philosophy

Gavilan College is committed to educational excellence. The college aspires to be an exemplary, student-centered community college through leadership, planning, and a commitment to ongoing improvement. Its services and programs are designed to instill the values of critical thinking, life-long learning, cultural understanding, and community service. Gavilan's quality of service to students is closely bound to the quality of the college staff.

Gavilan College strives to accomplish its mission with creativity and innovation and with a proactive, accessible and sensitive presence in the diverse communities it serves. The college is dedicated to fulfill its mission with compassion, caring and understanding and holds, in high regard, the respect and worth of all individuals.

Purpose

Gavilan College offers a wide range of services, including programs of community education, study in the liberal arts and sciences, and study in the pre-professional, business, vocational, and technical fields. To support student success, we offer services that strengthen and augment the learning environment. Courses and programs of study are offered days, evenings, weekends, and online. All offerings are designed to assist students in meeting their educational and life goals.

History

Gavilan College was originally established in 1919 as San Benito County Junior College. It operated under this title until 1963, when a new community college district was drawn that included both San Benito and southern Santa Clara Counties. Successful passage of a local bond in 1966 provided the needed funds to construct the

present campus at Santa Teresa Boulevard in Gilroy.
The Gavilan Joint Community College District is comprised of 2,700 square miles encompassing southern Santa Clara and most of San Benito County.

In 1997, an instructional site was added in Hollister to augment offerings on the main campus. With the passage of the Measure E facilities bond in 2004, Gavilan College upgraded the Gilroy campus, and purchased land for other locations in San Benito County, etc. In addition to upgrades in infrastructure, technology, and instructional space, Measure E provided for the development of a new Aviation Maintenance Technology instructional site San Martin, and phase I development of other sites.

The Measure X Bond passed in 2018 will provide for Phase I development of the San Benito County campus, a new library and performing arts complex on the Gilroy campus, and other upgrades to meet the needs of students in the future.

Facilities

Gavilan College has a main campus in Gilroy on 170 acres that includes a golf course, swimming pool and athletic fields, and 26 instructional and student services buildings. The main parking lots feature solar panels and include electric car charging stations.
There are three additional instructional sites: the Hollister satellite site offers classes and limited student services in the downtown core of Hollister. The San Martin Aviation Maintenance Technology site at the San Martin Airport is home to the Aviation Maintenance Technology program. The Coyote Valley site is located at 560 Bailey Avenue in South San Jose, CA.

Accreditation

Gavilan College is accredited by the Accrediting Commission for Community and Junior Colleges (ACCJC) of the Western Association of Schools and Colleges (WASC).

> ***Contact Information****: The Accrediting Commission for Community and Junior Colleges Western Association of Schools and Colleges 10 Commercial Boulevard Suite 204 Novato, CA 94949; 415-506-0234; accjc@accjc.org*

Policies and Procedures



Policies and Procedures

Policies and procedures are subject to Board review and may change without notice. Students are invited to review current policies and procedures by visiting the Gavilan College website at www.gavilan.edu.

Revision of Administrative Regulations

Any regulation issued by the administration of the college has the same force as those printed in the catalog and shall supersede, after notice has been given, any ruling on the same subject which may appear in the printed catalog or other official bulletins of the college.

Academic Freedom

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

Faculty shall be free from unlawful harassment or from unlawful interference or restrictions based on political views. Faculty shall be free from any and all forms of electronic or other listening or recording devices, except with his/her express and non- continuing consent, except where allowed otherwise by law.

The Board shall not unlawfully inquire into, nor predicate any adverse action upon a faculty member’s personal, political or organizational activities or preferences. The Board shall not interfere with a faculty member’s freedom of speech or use of materials in any teaching assignment except as allowed by law.

The intent is to allow those activities protected by constitutional freedom of speech and other forms of academic freedom protected by the laws of the State of California and the laws of the United States. (From the Gavilan College Faculty Contract, Article VII, Academic Freedom.)

AIDS/HIV

The Gavilan Joint Community College District is committed to providing a safe as well as fair, sensitive and nondiscriminatory environment that is in compliance with Federal, State and local restrictions. The District treats all employees and students equally without regard to their HIV antibody status or the presence of AIDS disease. An individual with AIDS, or who tests positive for the HIV antibody, will not be denied employment or

enrollment for instruction in the district as long as he/she is able to perform in accordance with the respective standards of each position.

The District will not deny a person who has AIDS, or tests positive for the HIV antibody, any benefits to which he/she is eligible. Persons with AIDS, or who are perceived to have such conditions, are considered protected under state and federal law and shall be provided with accommodations necessary to meet their disability related needs. A student with AIDS may be served through state-funded Accessible Education Center if the condition imposes functional limitations that impede access to the educational process. The medical records of a student are confidential and such information may not be related without the written consent of the individual, except as provided by law.

There is no medical necessity to advise co-workers or students of the presence of a person with AIDS or a positive HIV-antibody test. Persons with AIDS or a positive HIV antibody test result shall not be denied equal access to student unions, cultural or athletic events, dining areas, gymnasium, swimming pools, recreation facilities, or other common areas. Persons with AIDS or a positive HIV-antibody test result shall be given referrals to appropriate medical care and counseling.

The Gavilan College Vice President of Student Services shall move quickly and effectively to deal with any incident of harassment or psychological or physical abuse inflicted on students or employees who may have or are suspected to have AIDS or a positive HIV antibody test. The coordinator of Student Health Services will serve as a spokesperson to answer questions about its AIDS policies and will be prepared to address the social questions, civil rights issues, and public health considerations. (Personnel, Section 3.03)

Americans With Disabilities Act (ADA)

If you have a verified disability and need academic materials in an alternate format or other services, contact the Accessible Education Center at 408-848-4865.

Authority of Instructors

Gavilan College instructors have full authority in their classrooms. Every student is expected to attend classes and to satisfy the instructor that the work of the course is being performed in a systematic manner. Students whose classroom behavior is inappropriate may be removed from the class for the day of the removal and the next class meeting (see Student Discipline Procedures). Any student who refuses to leave a classroom when requested to do so by the instructor or an administrator of the college is subject to disciplinary action. Students who feel that an instructor's authority has been misused may seek due process by initiating the Student’s Problem Resolution Process.

Children on Campus

Gavilan College welcomes children to our campus when they are enrolled in course offerings or are accompanied by a parent, legal guardian, or adult caregiver and under appropriate supervision. Our facilities are open to the public, a situation which might present risks to children. It is the College’s goal to maintain a safe and welcoming environment for both children and adults, according to the following guidelines:

- A child not yet in high school must be under the supervision of an adult who assumes responsibility for him or her unless the child is officially enrolled/participating in a Gavilan course or program.
- Except in situations where young people are officially enrolled/participating, parents, guardians and adult caregivers are responsible for being with children at all times and must monitor all activities and behavior of their children while on campus.
- Any child found unattended will be reported to the Gavilan Security Office and/or the Sheriff’s Department.
- Adult students and employees should plan for child care as children are not intended to be a part of the classroom learning environment or workplace at Gavilan College.

Computer Use

Employees and students who use District computers and networks and the information they contain, and related resources have a responsibility not to abuse those resources and to respect the rights of others. The President of the College shall establish procedures that provide guidelines to students and staff for the appropriate use of information technologies. The procedures shall include that users must respect software copyrights and licenses, respect the integrity of computer-based information resources, refrain from seeking to gain unauthorized access, and respect the rights of other computer users.

Copyrighted Materials

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

Non-Discrimination

The District is committed to equal opportunity in educational programs, employment, and all access to institutional programs and activities.

Prohibition of Harassment and Hate Crimes *Reference: Education Code sections 212.5; 66252; 66281.5*

The District is committed to providing an academic and work environment that respects the dignity of individuals and groups.
The District shall be free of sexual harassment and all forms of sexual intimidation and exploitation. It shall also be free of other unlawful harassment and hate crimes, including those which are based on any of the following statuses; race, color, religion, ancestry, national origin, disability, sex (i.e., gender), sexual orientation, gender identity, gender expression and nationality, or the perception that a person has one or more of the foregoing characteristics.

Title VI, Title IX and Americans with Disabilities Act/Section 504/508

To file complaints in the following areas of civil rights complaints (Title VI), gender equity, sex discrimination/ harassment (TitleIX), persons with disabilities discrimination (ADA/Section 504/508) please contact the Equal Opportunity Officer, Lucy Alvarez, at (408)846-4964 and lalvarez@gavilan.edu.

Drug Free Schools and Campuses Act

The unlawful possession, use of distribution of any illicit drug or alcohol by students or employees on college property or at college sponsored activities or events is prohibited. Violation may constitute criminal conduct which could result in criminal prosecution under state and/or federal law. It is the policy of the college to impose appropriate disciplinary sanctions on employees and students for the unlawful possession, use or distribution of illicit drugs or alcohol.

Appropriate disciplinary sanctions may include suspension or expulsion for students or suspension or termination for employees, and may also include requiring the completion of a rehabilitation program. The standards of conduct for students and the applicable sanctions for violating the standards are contained in the Student Rights,

Responsibilities, and Academic Standards Handbook and BP 5500. The standards of conduct and sanctions applicable to employees are contained in Gavilan College's AP 3550, Drug-Free Workplace.

The use of drugs and alcohol may pose significant health risks including hangovers, blackouts, general fatigue, impaired learning, dependency, and death. Students may not smoke or use medical marijuana while in district facilities for any reason.

Further detailed information on the state penalties and risks associated with the use of drugs and alcohol may be found at the following campus office locations: Vice President of Student Services, Health Services, Financial Aide, Admission & Records, Human Resources.

Family Education Rights and Privacy Act (FERPA)

Gavilan College is in compliance with the Federal Education Rights and Privacy Act of 1974 as amended (sometimes called the Buckley Amendment) and California Title V regulations (SB 182).

The following is in effect: Official academic, discipline, and other necessary records are maintained on all students who have applied to attend Gavilan College.

Official records are maintained by and in the Admissions and Records Office. Official records will be released only on written request or written permission of the student and upon payment of any and all fees and charges due the college, except as provided by law.

The following directory information may be released by Gavilan College without written consent of the student:

- Name of student
- dates of enrollment/attendance at Gavilan College
- date of graduation and degree or certificate awarded.

The release of any further information will require written permission of the student, except as provided by law. Students may notify the Admissions and Records Office in writing within the first week of each term that such information indicated in (a), (b),and (c) above is not to be designated as directory information with respect to that student. Students have the right to review their own records. Challenges to these records are required in writing to the Vice President of Student Services.

Challenges will be acted upon by the Vice President, and action will be filed with the student's records, but not released with said records. In the case of disagreement, the Students' Problem Resolution Process of the college will be followed.

Copies of the complete Federal and State Regulations and the Students' Problem Resolution Process are available through the Admissions and Records Office and may be reviewed by students by appointment with the Vice President of Student Services or Director of Admissions and Records.

The Students' Problem Resolution Process is available in the appendix of this catalog, online and in the Student Rights, Responsibilities and Academic Standards booklet available through the office of the Vice President of Student Services.

Open Enrollment

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

Parking

Both daily and semester parking permits are available. Daily parking permits may be purchased from machines located near campus entrances. Semester permits are purchased online. No parking fees are charged at the Hollister or San Martin sites. Student parking is permitted on campus in designated areas only. Traffic rules and regulations are available from Campus Security. Parking regulations are strictly enforced and tickets are issued for violations. The California Vehicle Code applies to all vehicles on campus and is enforced by local law enforcement and campus security.

Audio, Video, and Photographic Recordings

Audio, video, and photographic recording of classes or meetings may only be done with the consent of faculty or staff responsible for the classes or meetings.

Posting Procedure

Bulletin boards are available for student materials at campus locations convenient for student use. All materials displayed on a bulletin board shall clearly indicate the author or agency responsible for its production and shall be dated with the date of posting by the ASGC Office. Materials displayed shall be removed after the passage of ten (10) days. Unapproved or inappropriate material will be removed.

Sexual Assault

Gavilan College will not tolerate any form of sexual assault, including rape, on college property or at any college-sponsored event. The district realizes that these situations may or may not be deemed criminal offenses and therefore may have to be handled both internally through college administrative action and externally by the appropriate law enforcement agency. Within the college, allegations of sexual assault and/or rape will be fully investigated by the college administration. Disciplinary actions may include suspension or expulsion for student or suspension or termination for staff. The standards of conduct for students and the applicable sanctions for violating the standards are contained in the Student Rights, Responsibilities and Academic Standards Handbook.

Decisions regarding discipline of staff will be made in accordance with applicable legal and contractual provisions and procedures. When a victim of rape or any other sexual assault chooses to go to either the counseling department and/or health services, the strictest of confidentiality will be maintained. If the victim decides to report the incident to the appropriate law enforcement agency, the district will make every effort to ensure that it will be handled in the most private and confidential manner as possible.

If you, or someone you know, has been the victim of sexual assault, notify Campus Security at 408-710-7490. Confidential counseling is available on campus through counseling at 408-848-4723. Off campus confidential counseling is available through Community Solutions: 408-683-4118; or call the 24 hour crisis line at 1-877-363-7238. You may also anonymously report an incident using the Report and Incident link on the Gavilan Website.

Smoke-Free Campus

The goal of the Gavilan Joint Community College District is to have a safe learning and working environment for students and staff. Smoking (including e-cigarettes, hookah, or cannabis) is prohibited in all indoor and outdoor locations, with the exception of designated parking lots. Smoking is prohibited in all district vehicles. Tobacco products are not permitted to be sold on campus either through vending machines by non-campus establishments. “No Smoking” signs shall be conspicuously posted at building entrances and in restrooms, locker rooms, dressing areas, cafeteria and sports facilities. In addition, designated parking lot areas for smoking areas will be clearly marked. Refer to California Government Code Section 7596. Compliance is the responsibility of each student, faculty and staff and visitors to any of the Gavilan campuses. Repeat offenders may be ticketed.

Transcripts

Transcripts of a student's permanent academic record are released only with written authorization of the student. Telephone and email requests are not accepted. The first two copies are free. Additional copies may be ordered for a fee. Transcripts are purchased online.

Vocational English Skills

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

Withholding Records for Non-Payment of Financial Obligations

Gavilan College may withhold diplomas, registration privileges, or any combination thereof, from any student or former student who has been provided with written notice that he or she has failed to pay a proper financial obligation due to the college (e.g., returned checks, book loan payments, outstanding library books, etc.). Gavilan College may withhold transcripts from any student or former student who has failed to return outstanding library books and/or borrowed college equipment. Balances due will be sent to collections if not paid in a timely manner. Any item or items withheld shall be released when the student satisfactorily meets the financial obligation.

Academic Integrity



Academic Honor Code

Gavilan College is a safe, nurturing community committed to teaching and learning. We expect faculty, staff and students to act with integrity and honesty. Therefore incidents of academic dishonesty and inappropriate conduct are taken very seriously.

Academic Honesty *Education Code Section 66300, BP 5500, AP 5500*

Academic honesty depends upon the integrity of students and faculty. The District itself is defrauded if faculty and/or students knowingly or unwittingly allow dishonest acts to be rewarded academically. Faculty may take appropriate action if student dishonesty is suspected.

Students at Gavilan College have the right to know what constitutes academic honesty at the college and in each course in which they are enrolled.

- Faculty members will highlight ethical standards required in their courses and the permissible procedures in class work and examinations.
- The course outline/syllabus and/or individual examinations will refer to this policy.
- Students will be informed of the consequences of violating these standards, their rights of appeal, and the procedures to be followed in the appeal.

Academic Honesty Procedures *Reference: AP 5500*

This procedure expands, clarifies, and sets forth clear levels of authority and disciplinary protocols in response to violations of the Standards of Student Conduct (BP 5500), specifically as it relates to academic honesty. These procedures guarantee due process rights extended to students by state and federal constitutional protections. The procedures will be used in a fair and equitable manner, and not for purposes of retaliation.

Definition of Academic Dishonesty

The act of deliberately exhibiting a set of unacceptable behaviors that defy ethical and scholarship standards. Examples include but are not limited to:

- Purposely allowing another student to copy from one's work during a test.
- Giving homework, term paper or other academic work to another student to plagiarize.
- Having another person's work submitted in one's name.
- Lying to an instructor or college official to improve a grade.
- Altering graded work after it has been returned, then submitting the work for re-grading (without knowledge of the instructor).

- Removing test(s) from classroom or any other place without instructor's approval.
- Stealing tests or keys to tests
- Forging signatures on drop/add slips or other college documents

Definition of Cheating

The act of obtaining or attempting to obtain credit for academic work through any dishonest, deceptive, or fraudulent means. Examples include, but are not limited to:

- Unauthorized obtaining or retaining partial or whole copies of examination, tests, or quizzes before these are distributed for student use;
- Using notes, textbooks, or other information in examinations, tests, and quizzes, except as expressly permitted;
- Obtaining unauthorized confidential information about examination, tests, or quizzes other than that released by the instructor;
- Securing, giving or exchanging information during examinations;
- Presenting data or other material gathered by another person or group as one's own;
- Falsifying experimental data or information;
- Having another person take one's place for any academic performance with-out the specific knowledge and permission of the instructor;
- Unauthorized collaboration with another to do one or more of the above;
- Using a substantial portion of a piece of work previously submitted for another course or program to meet the requirements of the present course or program without notifying the instructor to whom the work is presented; and/or
  Presenting falsified information in order to postpone or avoid examinations, tests, quizzes, or other academic work.

Definition of Plagiarism:

The act of incorporating the ideas, words, sentences, paragraphs, or parts thereof, or the specific substance of another's work without giving appropriate credit, and representing the product as one's own work. An example can include, but is not limited to: Representing another's artistic/scholarly works such as musical compositions, writings, computer programs, photographs, paintings, drawings, scriptures, or similar works as one's own.

Reporting Procedures

It is an instructor's responsibility to take the following steps when he/she has reason to believe, and has evidence to substantiate, that the behavior of a student or students falls within one or both of the above sets of definitions:

1. Arrange an office conference with the student and at that time advise the student of the allegations and make him or her aware of the supporting evidence and the probable consequences. Any classroom confrontation should be as discreet as possible. If, as a result of this meeting, the instructor believes that the student's response is insufficient to offset the charge of academic dishonesty to the extent that the student may be excused, the instructor will inform the student of the sanctions to be recommended or assessed in accordance with this policy.
2. At the discretion of the instructor, a written report of the infraction and the sanction taken may be submitted to the Vice President of Academic Affairs with a copy to the appropriate area dean.
3. When a student, who has been informed of an impending conference to discuss the alleged dishonesty, fails to attend, or when the apparent dishonesty is detected near the end of the semester and the instructor makes a good faith effort to contact the student but is unable to do so, the instructor may impose the recommended sanctions and file a written report to the area dean and Vice President of Academic Affairs without a conference. In either case, the student's right to appeal is preserved.

Sanctions

There shall be two major classifications of sanctions that may be imposed for Academic Honesty violations: Academic and Administrative. The imposition of one variety of sanction (Academic or Administrative) will not preclude the addition of the other.

- **Academic sanctions** will be defined as those actions related to coursework and grades. Faculty are responsible for the type of academic sanction to be applied to students involved in incidents of cheating or plagiarism. Usually a form of "grade modification" will be employed.
- **Administrative sanctions** concerning a student's status on campus and are acted on by the Vice President of Academic Affairs.

Faculty Discretion

Cases involving the careless or inept handling of quoted material but falls short of the definitions of the acts of cheating and/or plagiarism as defined in this policy, may be dealt with at the discretion of the faculty member concerned.

Academic Sanctions

Before sanctions can be employed, the faculty member must have verified the instance(s) of academic dishonesty by personal observation and/or documentation. In all cases the violation should be reported to the area dean. A student may be:

1. Reprimanded orally. A student may be referred for counseling but cannot be required to seek counseling.
2. Failed on test, paper, exam.
3. Given a lowered grade.
4. Referred for administrative sanctions. A faculty member may choose to refer a student to the Vice President of Academic Affairs for disciplinary action in lieu of any academic sanction or in addition to the academic action the faculty member has taken.

Administrative Sanctions

Cheating or plagiarism in connection with an academic program at a campus may warrant expulsion, suspension, probation or a lesser sanction. (Cal Admin. Code Sanction 4.301). The Vice President of Academic Affairs is responsible for reviewing incidents of academic dishonesty and will notify faculty members involved when action has been taken (Student Discipline Procedures, AP 5520). The Vice President of Academic Affairs will respond to:

1. Referrals from the faculty;
2. Flagrant violations of academic standards; and
3. Repeat violations as brought to his/her attention by the faculty or through the student reports filed with the Vice President of Academic Affairs.
4. In the case of repeat violations, the case may be referred to the Vice President of Student Services as a conduct issue.

Protection of Rights

Students have the right to be informed of the charges, the nature of the evidence supporting the charges, and to have a meeting with the faculty member, Vice President of Academic Affairs, or other decision-makers. Students have the right to appeal any decision resulting from such a meeting.

- Academic sanctions may be appealed through the Vice President of Academic Affairs in accordance with the Students' Problem Resolution Process
- Administrative sanctions resulting in disciplinary suspension or expulsion can be appealed through the Student Discipline Procedures. (Student Discipline Procedures, AP 5520) (Education Code 66017).

Students' Problem / Grievance Resolution Process

Reference: AP 5530

Conflict and miscommunication are, unfortunately, a fact of life. Choosing how we deal with difficult issues becomes a personal choice we all must make. However, working through difficult issues civilly and respectfully is expected. Occasionally, students and a District employee (faculty/teacher/instructor, support staff, or administrator) may have a problem which needs clarification and resolution.

Additionally, there may be times when the problem/ resolution must follow laws determined by the Federal Office of Civil Rights. These situations include alleged discrimination or harassment around race/ethnicity, sexual harassment, disability, religion, gender, gender identity or expression, color, national origin and age.

The ***Students' Problem / Grievance Resolution Process*** applies to specific situations on campus. If you feel you have experienced discrimination based upon any of these actions, contact the Equal Opportunity Officer located in Human Resources or call 408-848-4753. This procedure is intended to ensure that any alleged violation of your rights will be reviewed and that appropriate action will be taken. Gavilan College's goal is to ensure an equitable and fair resolution of the grievance.

This grievance procedure applies to any issue involving your rights at the District. In the event that it becomes necessary to resolve a grievance under this policy every effort shall be made to maintain confidentiality at each level of the procedure; however, complete confidentiality cannot be guaranteed. It is the student's responsibility to follow the process.

Informal Resolution of Grievance: Informal meetings and discussions between persons directly involved in a grievance are essential at the outset of a dispute and should be encouraged at all stages.

An equitable solution should be sought before persons directly involved in the case have stated official or public positions that might tend to polarize the dispute and render a solution more difficult. At no time shall any of the persons directly or indirectly involved in the case use the fact of such informal discussion, the fact that a grievance has been filed, or the character of the informal discussion for the purpose of strengthening the case for or against persons directly involved in the dispute or for any purpose other than the settlement of the grievance.

Any student who believes he or she has a grievance shall file a Statement of Grievance with the appropriate Grievance Officer: for Student conduct related issues this is the Vice President of Student Services; for instructional related issues, the Vice President of Academic Affairs, and for issues regarding safety/ security and harassment (of any kind), the Vice President of Administrative Services.

A Statement of Grievance is to be filed within thirty (30) calendar business days of the incident on which the grievance is based, or thirty (30) calendar business days after the student learns of the basis for the grievance, whichever is later. The Statement of Grievance must be filed whether or not the student has already initiated efforts at informal resolution, if the student wishes the grievance to become official.

Within two (2) days following receipt of the Statement of Grievance, the Grievance Officer shall advise the student of his or her rights and responsibilities under these procedures, and assist the student, if necessary, in the final preparation of the Statement of Grievance. If at the end of fifteen (15) calendar business days following the student's first meeting with the Grievance Officer, there is no informal resolution of the complaint which is satisfactory to the student, the student shall have the right to request a Grievance Hearing.

Formal Grievance Process:

Step 1: Within ten (10) days of the informal process outlined above, confer with the faculty member, administrator or staff person directly involved in the facts giving rise to the grievance. You may bring another person of your choice (i.e., staff, friend, student) to the meeting. This person is not to speak for you, but can provide support. If you are dissatisfied, you must notify the staff person that you will be taking the problem to the next step, Step 2.

Step 2: Within ten (10) school days of Step 1, you must meet with the department chairperson or supervisor of the person with whom you have the problem. The department chairperson or supervisor can ask you,your supporter, and the staff member to meet together, or may meet separately with you and the staff person with whom there is a problem. The department chairperson/supervisor can meet with you again to discuss the problem, review what occurred at the previous meeting (Step 1), and discuss your proposed resolution. You may bring to the meeting the same individual from the first meeting. If you are still dissatisfied, you will move to Step 3 of the process.

Step 3: You must meet with the dean of the related area within ten (10) school days of Step 2. This meeting will include you, the department chairperson/supervisor, and the dean of the related area. During this meeting the outcomes of prior discussions will be reviewed and proposed resolutions discussed. If you are still dissatisfied, you will move to Step 4 of the process.

Step 4: Within ten (10) school days of Step 3, you must meet with the appropriate Grievance Officer (Vice President of the area as noted in INFORMAL RESOLUTION OF GRIEVANCES section). During this meeting the outcomes of prior discussions will be reviewed and proposed resolutions discussed. If you are still dissatisfied, within five (5) school days, you must notify the Grievance Officer with whom you met in Step 4, that a hearing committee review is requested to resolve the issue. This request will be forwarded to the Superintendent/ President who, within five (5) school days from receiving the request, will convene a hearing committee at a time to be determined by the Superintendent/ President. If you are still dissatisfied, you will move to Step 5 of the process.

Step 5: Within five (5) school days after receiving a request, the Superintendent/ President will request that the appropriate Grievance Officer Vice President convene a committee to hear the issue.

This committee will be composed of:

• One (1) student appointed by the ASGC

• One (1) faculty member from an unrelated discipline appointed by the District's Academic Senate

• One (1) faculty member appointed by the Counseling Department chairperson

• One (1) member classified staff member from an unrelated discipline appointed by the District's classified/ support staff (CSEA) president

• One (1) area dean or vice president from an unrelated area appointment by the Superintendent/President.

• The department chairperson or supervisor from the area involved.

The Hearing Committee will conduct the hearing in private. They will call you or related personnel if they think it will help resolve the problem. The committee will make recommendations for a win-win resolution and forward these recommendations to all the involved parties and the Superintendent/President. If either you or the District member is not satisfied with the Hearing Committee's recommendations, you may appeal and proceed to Step 6. You must request an appeal within five (5) school days after the Hearing Committee's recommendations were received by the student and the related District member. Otherwise, the resolution process is closed and there is no appeal.

Step 6: You may appeal to the District Superintendent/President. This step requires that you or the staff member involved write a letter outlining the action taken so far and the hoped-for resolution. The Superintendent/President will review this letter and the recommendations from the Hearing Committee. The Superintendent/President will schedule and hold a private meeting with you or the staff member to discuss and, hopefully, resolve the problem. If you or the staff member does not feel satisfied with the Superintendent/President's resolution, a last, final step may be taken.

Step 7: A written appeal may be made to the District's Board of Trustees. The Board must respond in writing within thirty-five (35) school days of receiving the written appeal. This is the last step in the District's Problem Resolution Process. Decisions at this level are final.

Standards of Student Conduct



Standards of Student Conduct *Reference: Education Code Sections 66300, 66301 and BP 5500*

The Superintendent/President of the Gavilan Joint Community College District, Vice Presidents, or designee, shall establish procedures for the imposition of discipline on students in accordance with the requirements for due process of the federal and state law and regulations. The procedures shall clearly define the conduct that is subject to discipline, and shall identify potential disciplinary actions, including but not limited to the removal, suspension or expulsion of a student.

The following conduct shall constitute good cause for discipline, including but not limited to the removal, suspension or expulsion of a student.

1. Causing, attempting to cause, or threatening to cause physical injury to another person.
2. Possession, sale or otherwise furnishing any firearm, knife, explosive or other dangerous object, including but not limited to any facsimile firearm, knife or explosive, unless, in the case of possession of any object of this type, the student has obtained written permission to possess the item from a District employee, which is concurred in by the Superintendent/President of the District.
3. Unlawful possession, use, sale, offer to sell, or furnishing, or being under the influence of, any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the California Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind; or unlawful possession of, or offering, arranging or negotiating the sale of any drug paraphernalia, as defined in California Health and Safety Code Section 11014.5.
4. Committing or attempting to commit robbery or extortion.
5. Causing or attempting to cause damage to District property or to private property on campus.
6. Stealing or attempting to steal District property or private property on campus, or knowingly receiving stolen District property or private property on campus.
7. Willful or persistent smoking in any area where smoking has been prohibited by law or by regulation of the District.
8. Sexual assault or sexual exploitation regardless of the victim’s affiliation with the District.
9. Committing sexual harassment as defined by law or by District policies and procedures.
10. Engaging in harassing or discriminatory behavior based on disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or any other status protected by law.
11. Engaging in intimidating conduct or bullying against another student through manipulation, and cyberbullying.
12. Stalking, defined as a pattern of conduct by a student with intent to follow, alarm, or harass another person, and which causes that person to reasonably fear for his or her safety, and where the student has persisted in the pattern of conduct after the student has been told to cease the pattern of conduct. Violation of a re- straining order shall constitute stalking under this policy.
13. Willful misconduct which results in injury or death to a student or to District personnel or which results in cutting, defacing, or other injury to any real or personal property owned by the District or on campus.

14. Disruptive behavior, willful disobedience, habitual profanity or vulgarity, or the open and persistent defiance of the authority of, or persistent abuse of, District personnel.
15. Academic dishonesty, such as but not limited to: cheating, plagiarism (including plagiarism in a student publication).
16. Dishonesty; forgery; alteration or misuse of District documents, records or identification; or knowingly furnishing false information to the District.
17. Unauthorized entry upon or use of District facilities.
18. Lewd, indecent or obscene conduct or expressions on District- owned or controlled property, or at District-sponsored or super- vised functions.
19. Engaging in expression which is obscene; libelous or slanderous; or which so incites students as to create a clear and present danger of the commission of unlawful acts on college premises, or the violation of lawful District administrative procedures, or the substantial disruption of the orderly operation of the District.
20. Persistent, serious misconduct where other means of correction have failed to bring about proper conduct.
21. Unauthorized preparation, giving, selling, transfer, distribution, or publication, for any commercial purpose, of any contemporaneous recording of an academic presentation in a classroom or equivalent site of instruction, including but not limited to handwritten or typewritten class notes, except as permitted by any District policy or administrative procedure.

For additional information contact the Office of the Vice President of Student Services.

Student Discipline Procedures *Reference: Education Code Section 66300, 72122, 76030, AP5520*

The purpose of this procedure is to provide a prompt and equitable means to address violations of the Standards of Student Conduct (BP5500). The procedure guarantees the student or students involved the due process rights extended to them by state and federal constitutional protections. The procedure will be used in a fair and equitable manner, and it is not extended to substitute for criminal or civil proceedings that may be initiated by other agencies. In all disciplinary actions the student will be notified of the nature of the charges against him/her, that he/she is given a fair opportunity to refute them, and that the institution will not be arbitrary in its action.

Disciplinary Actions and Procedures

The type of sanction rendered for a violation of the Standards of Conduct shall be determined by the appropriate college officials or committee. Penalties are listed in the degree of severity, but not in chronological administration. They are:

1. **Admonition**: An oral statement to student offender who has violated college rules.
2. **Warning**: Notice to student, oral or in writing, that continuation or repetition of wrongful conduct may be cause for additional disciplinary action. Written warnings may be considered in the event of future violations.
3. **Reprimand**: Written statement of violation of a specified regulation including the possibility of more severe disciplinary action. Reprimands may be considered in the event of future violations.
4. **Disciplinary action**: Exclusion from participation in privileges or extracurricular activities as set forth in the notice of disciplinary action.
5. **Restitution**: Reimbursement by the student for misappropriation of property. Reimbursement may take the form of appropriate service to repair or otherwise compensate for damage.
6. **Removal from class**: [Education Code Section 76032] An instructor may remove a student from his/her class when the student has interfered with the instructional process. Duration will be for the day of the removal and the next class meeting.
    - Instructors must complete the Student Removal from Class form and submit the form to the area dean.

- The dean shall arrange for a conference between the student and the instructor regarding the removal. If the instructor or the student requests, the dean shall attend the conference.
- The student shall not be returned to the class during the period of the removal without the concurrence of the instructor. Nothing herein will prevent the dean from recommending further disciplinary procedures in accordance with these procedures based on the facts which led to the removal.

7. **Summary suspension**: A summary suspension is for the purpose of investigation. It is the means of relieving the campus of tension due to serious misconduct, removing a threat for the well-being of students, or removing a student or students whose presence would prevent the continued normal conduct of the college community. Summary suspension is limited to that period of time necessary to ensure that the investigation is accomplished. This summary suspension shall not exceed ten (10) school days.
8. **Disciplinary suspension**: Exclusion from classes and other privileges or activities as set forth in the notice of suspension for definite period of time. Conditions for readmission will be stated in the notice of suspension.
   A short term suspension is exclusion from one or more classes for a period of up to ten (10) consecutive school days.
   A long-term suspension is exclusion from one or more classes for the remainder of the school term, or from classes and activities of the college for one or more terms.
9. **Expulsion**: Termination of student status for an indefinite period. The conditions of readmission, if permitted, shall be stated in the order of expulsion.

Administrative Corrective Measures for Misconduct

1. **Immediate interim suspension** [Education Code Section 66017]: The President of the College or designee may order immediate suspension of a student where he or she concludes that immediate suspension is required to protect lives or property and to ensure the maintenance of order. In cases where an immediate interim suspension has been ordered, the time limits contained in these procedures shall not apply. The right to a Disciplinary Appeal Hearing (when a long-term suspension or expulsion is recommended) will be afforded to the student within ten (10) school days of the disciplinary action.
2. **Withdrawal of consent to remain on campus:** The Vice President of Student Services or designee may notify any person for whom there is a reasonable belief that the person has willfully disrupted the orderly operation of the campus that consent to remain on campus has been withdrawn. If the person is on campus at the time, he or she must promptly leave or be escorted off campus. If consent is withdrawn by the Vice President of Student Services a written report must be promptly made to the President of the College. The person from whom consent has been withdrawn may submit a written request for a Disciplinary Appeal Hearing within ten (10) school days of the withdrawal. The hearing will be conducted in accordance with the provisions of this procedure relating to Immediate Interim Suspensions. In no case shall consent to remain on campus be withdrawn for longer than twenty (20) school days from the date upon which consent was initially withdrawn. Any person as to whom consent to remain on campus has been withdrawn who knowingly reenters the campus during the period in which consent has been withdrawn, except to come for a meeting or hearing, is subject to arrest. [Penal Code Section 626.4]

Disciplinary Appeal Hearing Procedures

1. **Request for hearing:** Within five (5) school days after receipt of the President's decision regarding a long-term suspension or expulsion, the student may request a formal hearing. The request must be made in writing to the President of the College or designee. Appeals are only heard for long-term suspensions and expulsions.
2. **Schedule of hearing:** The formal hearing shall be held within five (5) school days after a formal request for hearing is received.

3. **Composition of the hearing panel:** The hearing panel for any disciplinary action shall be composed of one administrator, one faculty member, and one student.
4. **Selection of the hearing panel members:** The president of the college, the president of the Academic Senate, and the ASGC president shall each, at the beginning of the academic year, establish a list of at least five (5) persons who will serve on student disciplinary hearing panels. The president of the college shall appoint the hearing panel from the names on these lists. However, no administrator, faculty member or student who has any personal involvement in the matter to be decided, who is a necessary witness, or who could not otherwise act in a neutral manner shall serve on a hearing panel.
5. **Hearing panel chair:** The president of the college shall appoint one member of the panel to serve as the chair. The decision of the hearing panel chair shall be final on all matters relating to the conduct of the hearing unless there is a vote by both other members of the panel to the contrary.
6. **Conduct of the hearing:** The members of the hearing panel shall be provided with a copy of the accusation against the student and any written response provided by the student before the hearing begins. A college representative who shall be the Vice President of Student Services shall present the facts sup- porting the accusation.
    1. The college representative and the student may call witnesses and introduce oral and written testimony relevant to the issues of the matter.
    2. Formal rules of evidence shall not apply. Any relevant evidence shall be admitted. Unless the hearing panel determines to proceed otherwise, the college representative and the student shall each be permitted to make an opening statement. Thereafter, the college representative shall make the first presentation, followed by the student. The college representative may present rebuttal evidence after the student completes his or her evidence. The burden shall be on the college representative to prove by substantial evidence that the facts alleged are true.
7. **Representation:** The student may represent him or herself, and may also have the right to be represented by a person of his or her choice. The student shall not be represented by an attorney unless, in the judgment of the hearing panel, complex legal issues are involved. If the student wishes to be represented by an attorney, a request must be presented not less than five (5) school days prior to the date of the hearing. If the student is permitted to be represented by an attorney, the college representative may request legal assistance. The hearing panel may also request legal assistance; any legal advisor provided to the panel may sit with it in an advisory capacity to provide legal counsel but shall not be a member of the panel nor vote with it.
8. **Confidentiality:** Hearings shall be closed and confidential unless the student requests that it be open to the public. Any such request must be made no less than five (5) school days prior to the date of the hearing.
    1. In a closed hearing, witnesses shall not be present at the hearing when not testifying, unless all parties and the panel agree to the contrary.
    2. The hearing shall be recorded by the District either by tape recording or stenographic recording, and shall be the only recording made. No witness who refuses to be recorded may be permitted to give testimony. In the event the recording is by tape recording, the hearing panel chair shall, at the beginning of the hearing, ask people present to identify themselves by name, and thereafter shall ask witnesses to identify themselves by name. Tape recording shall remain in the custody of the District at all times, unless released to a professional transcribing service. The student may request a copy of the tape recording.
    3. All testimony shall be taken under oath; the oath shall be administered by the hearing panel chair. Written statements of witnesses under penalty of perjury shall not be used unless the witness is unavailable to testify. A witness who refuses to be tape-recorded is not unavailable.
9. **Decision:** Within ten (10) school days following the close of the hearing, the hearing panel shall prepare and send to the president of the college a written decision. The decision shall include specific factual findings regarding the accusation, and shall include specific

conclusions regarding whether any specific section of the Standards of Student Conduct were violated. The decision shall also include a specific recommendation regarding the disciplinary action to be imposed, if any. The decision shall be based only on the record of the hearing, and not on matter outside of that record. The record consists of the original accusation, the written response, if any, of the student, and the oral and written evidence produced at the hearing.

Appeal Process After Hearing Panel Decision

Long-term suspension: Within ten (10) school days following receipt of the hearing panel's recommended decision, the president of the college shall render a final written decision. The president of the college may accept, modify or reject the findings, decisions and recommendations of the hearing panel. If the president of the college modifies or rejects the hearing panel's decision, the president of the college shall review the record of the hearing, and shall prepare a new written decision, which contains specific factual findings and conclusions. The decision of the president of the college shall be final.

Expulsion: Within ten (10) school days following receipt of the hearing panel's recommended decision, the President of the College shall render a written recommended decision to the Board of Trustees. The president of the college may accept, modify or reject the findings, decisions and recommendations of the hearing panel. If the president of the college modifies or rejects the hearing panel's decision, he or she shall review the record of the hearing, and shall prepare a new written decision, which contains specific factual findings and conclusions.

- The president of the college's decision shall be forwarded to the Board of Trustees.
- The Board of Trustees shall consider any recommendation from the president of the college for expulsion at the next regularly scheduled meeting of the Board after receipt of the recommended decision.
- The board shall consider an expulsion recommendation in closed session, unless the student has requested that the matter be considered in a public meeting in accordance with these procedures. (Education Code Section 72122)
- The student shall be notified in writing, by registered or certified mail or by personal service, at least three (3) school days prior to the meeting, of the date, time, and place of the Board's meeting.
- The student may, within forty-eight hours after receipt of the notice, request that the hearing be held as a public meeting.
  Even if a student has requested that the Board consider an expulsion recommendation in a public meeting, the Board will hold any discussion that might be in conflict with the right to privacy of any student other than the student requesting the public meeting in closed session.
- The board may accept, modify or reject the findings, decisions and recommendations of the President of the College and/or the hearing panel. If the Board modifies or rejects the decision, the Board shall review the record of the hearing, and shall prepare a new written decision, which contains specific factual findings and conclusions. The decision of the Board shall be final.
- The final action of the board on the expulsion shall be taken at a public meeting, and the result of the action shall be a public record of the District.

Problem Resolution



Students' Problem Resolution Process *Reference: Education Code Section 76224(a); Title IX, Education Amendments of 1972; ACCJC Accreditation Eligibility Requirement 20; ACCJC Accreditation Standard IV.D*

The purpose of this procedure is to provide a prompt and equitable means of resolving student grievances only. Faculty and staff with complaints regarding student are to refer to Administrative Procedure (AP) 5500, Student Code of Conduct, and AP 5520, Student Discipline Procedures. These procedures shall be available to any student who reasonably believes a college decision or action has adversely affected his or her status, rights or privileges as a student. The procedures shall include, but not be limited to, grievances regarding:

- Sex discrimination as prohibited by Title IX of the Higher Education Amendments of 1972
- Financial aid
- Illegal discrimination
- Course grades, to the extent permitted by Education Code Section 76224(a), which provides: "When grades are given for any course of instruction taught in a community college District, the grade given to each student shall be the grade determined by the instructor of the course and the determination of the student's grade by the instructor, in the absence of mistake, fraud, bad faith, or incompetency, shall be final. (“Mistake” may include, but is not limited to errors made by an instructor in calculating a student’s grade and clerical errors.)
- The exercise of rights of free expression protected by state and federal constitutions and Education Code Section 76120.
- Act of threat of physical aggression
- Formal complaints of discrimination harassment or sexual assault may be filed on a form prescribed by the State Chancellor.

Approved complaint forms are available from the Human Resources Department and the Business Office. An individual who feels she/he has been subjected to sexual assault may also file a report with the Campus Deputy Sheriff or local Police Department.

This procedure does not apply to:

- Student disciplinary actions, which are covered under a separate Administrative Procedures.(See AP 5520, Student Discipline Procedures.)
- Sexual Harassment or Illegal Discrimination
- Sexual harassment or complaints on the basis of race, color national or ethnic origin , age, gender, sexual orientation, marital status, or physical or mental disability should be direct to the Associate Vice President of Human Resources.

- Police citations (i.e. "tickets"); complaints about citations must be directed to the County Courthouse in the same way as any traffic violation.

Definitions:

Grievant: A student alleging that a college decision or action has adversely affected his or her status, rights, or privileges as a student, or alleges that another student has violated the student's rights.

Party: The student or any persons claimed to have been responsible for the student's alleged grievance, together with their representatives. "Party" shall not include the Grievance Hearing Committee or the District Grievance Officer.

Superintendent/President: The Superintendent/President of the Gavilan College Joint Community College District or a designated representative of the Superintendent/President.

Student: A currently enrolled student, a person who has filed an application for admission to the District, or a former student. A grievance by an applicant shall be limited to a complaint regarding denial of admission. Former students shall be limited to grievances relating to course grades to the extent permitted by Education Code Section 76224(a).

Respondent: Any person claimed by a grievant to be responsible for the alleged grievance.

Day: Unless otherwise provided, day shall mean a day during which the college is in session and regular classes are held, excluding Saturdays and Sundays unless noted

Informal Resolution of Grievances

Each student who has a grievance shall make a reasonable effort to resolve the matter on an informal basis prior to requesting a grievance hearing, and shall attempt to solve the problem with the person with whom the student has the grievance, that person's immediate supervisor, or the local District college administration.

The Superintendent/President of the District has appointed employees who shall assist students in seeking resolution by informal means. They shall be called the Grievance Officers.

Student conduct related issues Grievance Officer is the Vice President of Student Services and instructional related issues Grievance Officer is the Vice President of Academic Affairs. The Grievance Officers and the student may also seek the assistance of the Associated Student Organization in attempting to resolve a grievance informally. Informal meetings and discussion between persons directly involved in a grievance are essential at the outset of a dispute and should be encouraged at all stages. An equitable solution should be sought before persons directly involved in the case have stated official or public positions that might tend to polarize the dispute and render a solution more difficult. At no time shall any of the persons directly or indirectly involved in the case use the fact of such informal discussion, the fact that a grievance has been filed, or the character of the informal discussion for the purpose of strengthening the case for or against persons directly involved in the dispute or for any purpose other than the settlement of the grievance.

Any student who believes he or she has a grievance shall file a Statement of Grievance with the appropriate Grievance Officer within thirty (30) calendar days of the incident on which the grievance is based, or thirty (30) calendar days after the student learns of the basis for the grievance, whichever is later.

The Statement of Grievance must be filed whether or not the student has already initiated efforts at informal resolution, if the student wishes the grievance to become official. Within two (2) days following receipt of the Statement of Grievance, the Grievance Officer shall advise the student of his or her rights and responsibilities under these procedures, and assist the student, if necessary, in the final preparation of the Statement of Grievance.

Informal meetings and discussion between persons directly involved in a grievance are essential at the outset of a dispute and should be encouraged at all stages. An equitable solution should be sought before persons directly

involved in the case have stated official or public positions that might tend to polarize the dispute and render a solution more difficult. At no time shall any of the persons directly or indirectly involved in the case use the fact of such informal discussion, the fact that a grievance has been filed, or the character of the informal discussion for the purpose of strengthening the case for or against persons directly involved in the dispute or for any purpose other than the settlement of the grievance.

If at the end of fifteen (15) calendar days following the student's first meeting with the Grievance Officer, there is no informal resolution of the complaint which is satisfactory to the student, the student shall have the right to request a grievance hearing.

Informal Resolution of Grievances Involving District Employees

Step 1: The student Shall confer with the faculty member, administrator or staff person directly involved in the facts giving rise to the grievance.

Step 2: If unresolved after Step 1, the student shall confer with the faculty member's area dean, or the supervisor of the administrator or staff person.

Step 3: If unresolved after Step 2, the student shall confer with the vice president of that dean's or supervisor's division.

Step 4: Within the thirty (30) calendar-day limit as outlined above, if the student does not feel that the matter can be resolved after completing Steps 1, 2 and 3, an official statement of Grievance may be filed with the Grievance Officer. The Grievance Officer will advise the student of his/her rights and assist the student, if necessary, in the final preparation of the formal Statement of Grievance.

Step 5: If after fifteen (15) days from the first meeting with the Grievance Officer there is no informal resolution, student may request a grievance hearing. If the complaint involves a grievance against another student, the grievant shall confer directly with the Grievance officer, who will advise the grievant of this/her rights and assist the grievant in preparing a formal Statement of Grievance.

Grievance Hearing Committee

The Superintendent/President of the District shall at the beginning of each semester, including any summer session, establish a standing panel of 14 (fourteen) members of the college community, including 6 (six) students, 6 (six) faculty members and 2 (two) administrators, from which one or more Grievance Hearing Committees may be appointed. The panel will be established with the advice and assistance of the Associated Students Organization and the Academic Senate, who shall each submit 2 (two) names to the President of the College for inclusion on the panel.

A Grievance Hearing Committee shall be constituted in accordance with the following:

- It shall include 2 (two) students, 2 (two) instructors, and 1 (one) college administrator selected from the panel described above.
- No person shall serve as a member of a Grievance Hearing Committee if that person has been personally involved in any matter giving rise to the grievance, has made any statement on the matters at issue, or could otherwise not act in a neutral manner.
- Any party to the grievance may challenge for cause any member of the hearing committee prior to the beginning of the hearing by addressing a challenge to the Superintendent/President of the District who shall determine whether cause for disqualification has been shown.
- If the Superintendent/President feels that sufficient ground for removal of a member of the committee has been presented, the Superintendent/President shall remove the challenged member or members and substitute a member or members from the panel described above. This determination is subject to appeal as defined below.

Grievance Officer shall sit with the Grievance Hearing Committee but shall not serve as a member or vote. The Grievance Officer shall coordinate all scheduling of hearings, shall serve to assist all parties and the Hearing

Committee to facilitate a full, fair and efficient resolution of the grievance, and shall avoid an adversary role.

Request for Grievance Hearing

Any request for a grievance hearing shall be filed as on a Request for a Grievance Hearing within thirty (30) calendar days after discovery of the grievable action and after following steps 1, 2, and 3 of the informal grievance process above. Within ten 10 calendar days following receipt of the Request for Grievance Hearing, the Superintendent/President of the District shall appoint a Grievance Hearing Committee as described above.

The Grievance Hearing Committee shall meet in private and without the parties present to select a chair and to determine on the basis of the Statement of Grievance whether it presents sufficient grounds for a hearing. The determination of whether the Statement of Grievance presents sufficient grounds for a hearing shall be based on the following:

- The statement contains facts which, if true, would constitute a grievance under these procedures;
- The grievant is a student as defined in these procedures, which include applicants and former students;
- The grievant is personally and directly affected by the alleged grievance;
- The grievance was filed in a timely manner;
- The grievance is not clearly frivolous, clearly without foundation, or clearly filed for purposes of harassment.

If the grievance does not meet each of the requirements, the Hearing Committee chair shall notify the student in writing of the rejection of the Request for a Grievance Hearing, together with the specific reasons for the rejection and the procedures for appeal. This notice will be provided within fifteen (15) calendar days of the date the decision is made by the Grievance Hearing Committee.

If the Request for Grievance Hearing satisfies each of the requirements, the College Grievance Officer shall schedule a grievance hearing. The hearing will begin within forty-five (45) calendar days following the decision to grant a Grievance Hearing. All parties to the grievance shall be given not less than ten (10) days' notice of the date, time and place of the hearing.

Hearing Procedure

The decision of the Grievance Hearing Committee chair shall be final on all matters relating to the conduct of the hearing unless there is a vote of a majority of the other members of the panel to the contrary.

The members of the Grievance Hearing Committee shall be provided with a copy of the grievance and any written response provided by the respondent before the hearing begins.

Each party to the grievance may call witnesses and introduce oral and written testimony relevant to the issues of the matter. Formal rules of evidence shall not apply. Any relevant evidence shall be admitted.

Unless the Grievance Hearing Committee determines to proceed otherwise, each party to the grievance shall be permitted to make an opening statement. Thereafter, the grievant(s) shall make the first presentation, followed by the respondent or respondents. The grievant(s) may present rebuttal evidence after the respondent(s)' evidence. The burden shall be on the grievant(s) to prove by substantial evidence that the facts alleged are true and that a grievance has been established as specified above.

Each party to the grievance may represent him or herself, and may also have the right to be represented by a person of his or her choice; except that an attorney shall not represent a party unless, in the judgment of the Grievance Hearing Committee, complex legal issues are involved. If a party wishes to be represented by an attorney, a request must be presented not less than five (5) calendar prior to the date of the hearing. If one party is permitted to be represented by an attorney, any other party shall have the right to be represented by an attorney. The hearing committee may also request legal assistance through the Superintendent/President of the District any legal advisor provided to the hearing committee may sit with it in an advisory capacity to provide legal

counsel but shall not be a member of the panel nor vote with it. Hearings shall be closed and confidential unless all parties request that it be open to the public. Any such request must be made no less than five (5) business days prior to the date of the hearing. In a closed hearing, witnesses shall not be present at the hearing when not testifying, unless all parties and the committee agree to the contrary.

The Grievance Officer shall record the hearing either by tape recording or stenographic recording, and shall be the only recording made. No witness who refuses to be recorded may be permitted to give testimony. In the event the recording is by tape recording, the Grievance Hearing Committee Chair shall, at the beginning of the hearing, ask each person present to identify him or herself by name, and thereafter shall ask witnesses to identify themselves by name. The tape recording shall remain in the custody of the District, either at the college or the District office, at all times, unless released to a professional transcribing service. Any party may request a copy of the tape recording.

All testimony shall be taken under oath; the Grievance Hearing Committee Chair shall administer the oath. Written statements of witnesses under penalty of perjury shall not be used unless the witness is unavailable to testify. A witness who refuses to be tape recorded shall be considered to be unavailable. Within fifteen (15) calendar days following the close of the hearing, the Grievance Hearing Committee shall prepare and send to the Superintendent/President of the District a written decision. The decision shall include specific factual findings regarding the grievance, and shall include specific conclusions regarding whether a grievance has been established as defined above. The decision shall also include a specific recommendation regarding the relief to be afforded the grievant, if any. The decision shall be based only on the record of the hearing, and not on matter outside of that record. The record consists of the original grievance, any written response, and the oral and written evidence produced at the hearing.

Superintendent / President's Decision

Within fifteen (15) calendar days following receipt of the Grievance Hearing Committee's decision and recommendation(s), the Superintendent/President of the District shall send to all parties his or her written decision, together with the Hearing Committee's decision and recommendations. The Superintendent/President may accept or reject the findings, decisions and recommendations of the Hearing Committee. The factual findings of the Hearing Committee shall be accorded great weight; and if the Superintendent/President does not accept the decision or a finding or recommendation of the Hearing Committee, the Superintendent/ President shall review the record of the hearing, and shall prepare a new written decision, which contains specific factual findings and conclusions. The decision of the Superintendent/President shall be final, subject only to appeal as provided below.

Appeal

Any appeal relating to a Grievance Hearing Committee decision that the Statement of Grievance does not present a grievance as defined in these procedures shall be made in writing to the Superintendent/President of the District within thirty (30) calendar days of that decision. The Superintendent/President shall review the Statement of Grievance and Request for Grievance Hearing in accordance with the requirements for a grievance provided in these procedures, but shall not consider any other matters. The Superintendent/President’s decision whether or not to grant a grievance hearing shall be final and not subject to further appeal.

Time Limits

Any times specified in these procedures may be shortened or lengthened if there is mutual concurrence by all parties.

Complaints

Most complaints, grievances or disciplinary matters can be resolved at the campus level. This is the quickest and most successful way of resolving issues involving a California Community College (CCC). You are encouraged to work through the campus complaint process FIRST. Issues that are not resolved at the campus level may be presented:

- to the Accrediting Commission for Community and Junior Colleges (ACCJC) at http://www.accjc.org/complaint-process if your complaint is associated with the institution's compliance with academic program quality and accrediting standards. ACCJC is the agency that accredits the academic programs of the California Community Colleges.
- to the CCC Chancellor's Office if your complaint does not concern CCC's compliance with academic program quality and accrediting standards by completing the web form at https://www.cccco.edu/Complaint-Process-Notice .
- to the Chancellor's Office website at https://tinyurl.com/y52gvv6d if your complaint involves unlawful discrimination.

Nothing in this disclosure should be construed to limit any right that you may have to take civil or criminal legal action to resolve your complaints.

Enrollment Services



Eligibility *Education Code Section 48800, 76000; 76001, 76004 and 76002, and 76038, and 7660 BP 5010, AP 5010, BP 5011 and AP 5011*

Any high school graduate or individual with a GED or high school proficiency certificate may be admitted to the Gavilan College District. A person 18 years of age or older who has not received a high school diploma may be admitted to the college to take courses for the purpose of general education or to enroll in specialized vocational programs. You may prepare for transfer to a four-year institution without the high school diploma. All non- high school graduates should request special counseling from the Counseling Department.

Admission Requirements

Students shall complete the following requirements prior to registration:

1. File an Application for Admission (online at www.gavilan.edu).

2. Submit official transcripts of all previous high school and college work. The transcripts should be sent directly to the Admissions and Records Office by the school issuing them. It is the responsibility of the student to arrange for official transcripts to be sent to the college.

3. Complete Math and English placement. This can be done at the time of application submission on CCCApply, or via the Placement tools on the Placement webpage at http://www.gavilan.edu/admit/assessment/index.php.

4. Complete the online Orientation available on the MyGav Student portal - a Gav ID/PIN and placement information is required. Register for classes or meet with a counselor to discuss placement, course selections or educational goals.

All students who are younger than 18 years old and have not graduated from high school must submit appropriate contracts prior to or at the time of registration.

Fees

Enrollment fees are subject to change each year. Consult the Semester Guide for current information. Payment of all fees is required by the next "Payment Due Date" following registration for classes. Failure to pay by the due date may result in being dropped from all classes.

Questions about resident status or non-resident tuition fees should be directed to the Admissions and Records Office. Call 408-848-4736.

Exemptions for the Health Fee: Pursuant to Education Code Section 76355 (c) the following categories of students are exempted from the health fee required pursuant to subdivision (a):

- Students who depend exclusively upon prayer for healing in accordance with the teachings of a bona fide religious sect, denomination, or organization.

- Students who are attending a community college under an approved apprenticeship training program.

Student Representation Fee - Effective January 1, 2020, all students in all California Community Colleges will be assessed a $2 student representation fee per term as stated in AB 1504 (updated January 10, 2020).

High School Students' Concurrent Enrollment Opportunities Program *Education Code Sections 48800; 76000, 76001, 76004, and 7660 and 76002, and 76038 and 76602, BP 5010, AP 5010 and AP 5011.*

Gavilan College may admit as a special part-time student any high school student who can benefit from advanced scholastic or vocational work. Authorization for such attendance is dependent upon recommendation of the student's high school principal and a written permit to attend.

Admitted high school students must maintain their full-time high school status when concurrently enrolled at Gavilan. The college course load shall be determined on an individual basis by the students and their high school counselor in accordance with college policy.

Students will be expected to provide their own texts, instructional supplies, and if required, any material fees. All students shall conform to the college's academic rules, regulations and codes of conduct.

Concurrent enrollment is intended to offer enhanced college-level learning, not to replace learning in the K-12 setting. The process for high school students to enroll at Gavilan has numerous steps and may take a week or more to complete. Plan ahead. You will need to apply, submit your permission forms, and and complete the math and/or English placement process if applicable, prior to registering. Any students whose age or class level is equal to completed 8th grade may enroll in up to 11 units, provided they possess a minimum cumulative grade point average (GPA) of 2.00. Students may not take ESL courses; only vocational, enrichment, or courses unavailable at your high school are allowed. The District sponsors two unique programs for high school aged students, the High Step Program and the Dr. TJ Owens Early College Academy.

Out-of-State Students *Education Code Sections 68050, 68051, 68130, 68130.5, 76001 ,76140,76114.1,and 78032 (d); Title 5 Section 54045.5; BP 5020 and AP 5020.*

Out-of-state applicants may be admitted to the college on the same basis as California residents except that they will be required to pay tuition prescribed by the Governing Board to cover the costs of instruction. After a student has been present in California for one year and one day and has manifested clear intent to become a California resident, she/he may apply for reclassification as a California resident. State law requires consideration of financial independence for students seeking reclassification. See http://www.gavilan.edu/admit/residency.php for more information and residency forms.

International Students *Education Code 76141, and 76142, Title V, Section 54045, Title IIX, U.S.C.Section1101.et seq.; AP 5012*

International applicants must submit the following documents to the Admissions and Records Office (by May 15th for the Fall semester and by September 15th for the Spring semester) and be officially admitted to the college prior to being issued the I-20 to apply for a student visa (F-1):

1. A completed application form with photograph of applicant.
2. A $100 nonrefundable, one-time filing fee. Fee will be applied to tuition fees once admitted.
3. Official transcripts of secondary and post-secondary school work, translated in English and evaluated by an approved agency.
4. Test of English as a Foreign Language (TOEFL) with a minimum score of 550 on the paper-based exam or a computer- based test score of 213 or 79 on the internet-based test.
5. The financial statement indicating that the student has the means to support their costs of attendance either from personal, family or governmental sources, a bank statement or other proof thereof.

6. A photocopy of the I-20 if issued by another school and F-1 visa.
7. Health insurance is mandatory and must be purchased from the Student Insurance International Plan, available through Gavilan College, or provide proof of appropriate health coverage while living/studying in the United States.

International students cannot be admitted to the certificate or degree programs in Registered Nursing or Cosmetology.

Residence Requirements *Education Code Section 68000 68040; et seq.; 68130.5, 68075.7 and 76140; Title 5, Sections 54000 et seq.;38 U.S. Code Section 3679; BP 5015 and AP 5015.*

At the time of registration each student is required to furnish a statement of legal residence. Students are qualified to attend Gavilan College if they are:

1. Residents of California.
2. Out-of-state students who meet admission requirements and pay tuition and fees as set by the Gavilan College Board of Trustees.
3. International students who meet the special admission procedures and pay tuition and fees as set by the Gavilan College Board of Trustees.

NOTE: A student seeking to enroll exclusively in career development and college preparation courses, and other courses for which no credit is given, shall not be subject to this residency classification requirement.

Legal Residence

Students are legal residents of California if one of the following requirements is fulfilled:

- The students are at least 19 and have been legal residents of California for more than one full year immediately preceding the first day of instruction for the term they propose to attend.
- Unmarried students between 18 and 19 years of age shall have their residency classification determined by considering:
  a.) The residency status of their parents prior to age 18, and b.) Their own residency after they became 18. The total time (a) plus (b) must be more than one year as in number 1 above. Unmarried students who are under 18 years of age must prove they have been entirely self- supporting and present in California for more than two years.
- Students on active military duty based in California (and not assigned for educational purposes to a state-supported institution of higher education) or are the spouse or a child of a California resident. Persons under this classification shall be tentatively classified residents for the first year they are stationed in California. After that time they must have taken steps to become California residents (i.e., have a California driver's license, have voter registration in California, pay state income tax on earnings). Gavilan College adheres to the Veterans Access, Choice and Accountability Act of 2014 (VACA Act). See BP/AP 5015 for more information.
- Students who are employed by a community college district in a full-time certificated position are classified tentatively as residents for the first year they reside in California. After that time they must have taken steps to become California residents.
- Public California college or university employees, their spouses, or children, are classified tentatively as residents for the first year they reside in California. After that time they must have taken steps to become California residents.
- They are apprentices.
- They are adult aliens who have had permanent U.S. residence (as determined from the date on alien registration card) for more than one year and have been a resident of California for more than one year. Adult aliens who are between 18 and 19 years of age shall have the residency classification determined by considering a) The residence status of their parents while they were under 18, and b) Their own residency after becoming 18. The total time (a) plus (b) must be more than one year.

- They are minor aliens whose parent(s) have been admitted for permanent residence to the U.S. and the parent(s) have resided in California for more than one year. The parent's immigrant visa may be required to be seen.
- They are students who are younger than 19 years old and have been under the direct care and custody of an adult other than their parents for a period of not less than two years, provided the adult is a legal resident of California.
- They are students or parent(s) who earn their livelihood by performing agricultural labor for hire and have performed such labor for at least two months per year in each of the preceding two years.
- They are minor students. They may not by their own act, by the appointment of a guardian, or by release of control by the parent, change residency while either parent is living.
- They are students who are adult aliens. They shall be entitled to resident classification if they are refugees who have been granted parolee status or indefinite voluntary departure status in accordance with all applicable laws of the United States; provided that they have lived in the state one year. (EC68076)
- A student who has a special immigrant visa that has been granted status under Section 1244 of Public Law 110-181 or Public Law 109-163, or is a refugee admitted to the United States under Section 1157 of Title 8 of the United States Code, and who, upon entering the United States, settled in California, shall be exempt from paying the nonresident tuition fee required by Education Code 76140 for the length of time they live in the state up to the minimum time necessary to become a resident.

Non-Resident Classification

All students who indicated they have resided out of California in the two years previous to applying for admission and wish to be considered for residency must complete a Residency Re-evaluation Form available from the Admissions and Records Office. Students are required to meet the residency requirements as stated in the above paragraph as well as requirements for financial independence as described in Education Code 68044 and on the Residency Re-evaluation Form.

Resident Enrollments Fees for Non-Immigrant Students *(AB540) (AB2000) Education Code Section 66205.3; 68130.5; 70902(b)(9), 76001, 76003 et seq., 78032 (d), Title 5, Sections 51012, 54045.5; 58003.6; 58520 and 58629; BP 5030, AP 5030*

AB 540 is a California State Law that exempts certain students who are not residents of California from paying non-resident tuition at California Community Colleges and California State Universities if they meet the following requirements:

- Total attendance of, or attainment of credits earned while in California equivalent to three or more years of full-time attendance or attainment of credits at any of the following: (a) California high schools; (b) California high schools established by the State Board of Education: (c) California adult schools established by either a county office of education, unified or high school district, or The Department of Corrections and Rehabilitation; (d) campuses of the California community colleges; or € a combination thereof; or
- Three or more years of full-time high school coursework in California, and a total of three or more years of attendance in California elementary schools, or a combination of California elementary and secondary schools.

Additionally, the following requirements must be met:

- Graduation from a California high school or attainment of the equivalent thereof; or completed an associate degree from a California Community College; or completed the minimum requirements at a California Community College, or fulfill the minimum transfer requirements established for the University of California or the California State University for students transferring from a campus of the California Community Colleges;
- Registration or enrollment in a course offered by any college in the District for any term commencing on or after January 1, 2002;

- Completion of a questionnaire form prescribed by the Chancellor of the California Community Colleges and furnished by the District of enrollment, verifying eligibility for this nonresident tuition exemption; and
- In the case of a student without lawful immigration status, the filing of an affidavit that the student has filed an application to legalize their immigration status, or will file an application as soon as they are eligible to do so.

Contact the Admissions & Records Office (408) 848-4736 or admissions@gavilan.edu, or the website www.gavilan.edu/admissions for more information.

Priority Registration

New students who have completed college orientation, assessment and developed educational plans; continuing students who have not exceeded 100 units (not including basic English, English as a Second Language and Math); student athletes and students in MESA and PUENTE have earlier priority registration dates than students who do not meet these criteria. All students in the groups listed above must be in good academic standing (e.g. NOT on academic or progress dismissal or any probation for 2 consecutive semesters) to qualify for their priority registration timeframe.

Veterans, current and former foster youth, homeless youth, and students in CalWORKS, EOPS and the Accessible Education Center will continue to have the highest priorities for registration if they meet the same criteria listed above. If you have questions, please contact the Admissions & Records Office.

Priority Registration Appeals Process: Students may petition loss of priority under the following two criteria:

- Extenuating circumstance: Extenuating circumstance is defined as verified cases of accidents, illnesses or other circumstances beyond the control of the student [58108(k)].
- Significant Improvement: If loss of priority is due to academic or progress probation/dismissal it may be reinstated through the petition process by demonstrated significant academic improvement for a subsequent term. The minimum standards for significant academic improvement for a subsequent term is defined by 55031, where a student must earn at a minimum a 2.0 grade point average for the term and complete more than 50% of the units attempted for the term.

With two noted exceptions:

- Foster Youth do not lose registration priority.
- Students with verified disabilities may petition the AEC coordinator to reinstate their priority, if lost, as a disability accommodation.

For more information and the appeal petition, visit the Admissions & Records webpage at http://www.gavilan.edu/admit/.

Refund Policy and Procedure and Procedure

Gavilan College shall not issue refunds for courses dropped past the refund deadline . See the schedule of classes and the semester calendar for specific dates. Short-term courses must be dropped before 10% of the course meeting times have passed. For one- or two-day courses, this date will occur before the start of the course. Refunds of less than $10 will remain on the student's account as a credit unless the Student Financial Service Cashier receives a Request for Refund form from the student. Refund checks are mailed.

Refunds for ASGC Cards

Students may select to “opt out” of purchasing an ASGC ID Card when registering for classes in person or online using Self-Service Banner. Anyone requesting an ASGC ID card fee refund must obtain the written approval of the ASGC advisor within

ten days of registering. Please visit the Office of Student Life webpage for more information or to contact the Student Life Coordinator: https://www.gavilan.edu/student/osl/index.php

Self-Service Banner

Students can access class listings and register using the online registration system, Self-Service Banner. Prior to using Banner, students must get a "G" number, the Gavilan College I.D. number issued once the admission application has been processed, and which grants access to the system.

Transfer Credit

Official transcripts from institutions fully accredited by appropriate accrediting associations will be evaluated for transferable lower division coursework. Appropriate units and subject content will be applied to major and general education requirements to meet prerequisites or graduation requirements. Courses taken at other California Community Colleges, California State Universities or any University of California will be transferred to Gavilan with the same general education designation as that of the issuing institution. Students who wish to transfer coursework from foreign institutions must submit official transcripts to a college-approved foreign evaluation service for translation and evaluation. Coursework from a foreign institution cannot be used for certification to a four-year institution. Students should contact the institution to which they wish to transfer to inquire about the acceptance of foreign coursework.

Financial Aid



Gavilan College participates in several types of financial aid programs which are funded through federal, state and local agencies. The Financial Aid Office at Gavilan College administers the following financial aid programs, which include:

- **Grants**: These awards are based on financial need and do not require repayment.
- **Tuition Waivers:** Such awards provide eligible students with a waiver for tuition and certain fees. The California Promise (formerly: Board of Governors Tuition Waiver ("BOG")) is available to California residents, AB 540 students, and AB 1899 students who meet financial criteria, and demonstrate financial need. The Gavilan Promise is available to fulltime, new-to-college students who have graduated from a California high school.
- **Employment:** This type of award is based on financial need and provides the student with an opportunity to earn money for school through employment. Awards through the Federal Work Study Program are limited so apply early.
- **Scholarships:** Various community groups and organizations offer these awards based on academic achievement and/or financial need. Current scholarships are posted online at: www.gavilan.edu/finaid.
- **Loans**: Such awards must be repaid after the student leaves school or drops below half-time enrollment. Information on interest rates may be found at our website: www.gavilan.edu/finaid.

Financial Aid Application Process, Dates, and Tips

File one of the following applications based on your citizenship status:

- **Free Application for Federal Student Aid (FAFSA)**: The FAFSA may be filed online at www.fafsa.gov
- **Gavilan College School Code**: 001202
- **California Dream Application**: AB 540 students are eligible to apply for the California College Promise award and Cal Grants by submitting application online at: https://dream.csac.ca.gov/

Include Gavilan College school code of **001202** to ensure Gavilan College receives copy of your processed application. California residents who file FAFSA and Dream Applications are considered for free-tuition programs like Gavilan Promise and California College Promise program.

If you need assistance with the application process, visit the Gavilan College Financial Aid Office in Student Center 125. You may also call 408-848-4727 or 408-852-2812. Additional assistance for online applicants is offered at the Welcome Center in Student Center 107A.

Dates

Applications cycles open each October 1, with priority filing deadline of March 2nd to be considered for Cal Grant. Applications are accepted after March 2nd and through June 30th of each award year. For application assistance, visit the Welcome Center.

We will communicate with students via email on receipt of application and to communicate any document requirements. You may submit tax information and other verification forms via **Verify My FAFSA** and will be provided instructions on the process for document submission. Delays in application and/or document submission will be considered for late disbursement.

Deadlines

Check the Financial Aid website for “Dates and Deadlines” at www.gavilan.edu.finaid.
Students should apply beginning in January for the following Fall semester. Priority for aid will be given to students who apply early. A complete application and all corresponding documentation must be received by Financial Aid Office. If you apply late or complete submit documents after semester document deadlines, you will be considered for late disbursement.

Eligibility

Federal regulations require financial aid students to have a high school diploma, general educational development certificate (GED), or California High School Proficiency (CHSPE) in order to qualify for Pell Grant, Supplemental Educational Opportunity Grant, Federal Work Study, Federal Student Loans, and Cal Grants.

California College Promise (formerly called BOG Fee Waiver)

ACADEMIC PROGRESS: Eligibility regulations, in effect since fall 2016, require all California community college students to meet minimum academic and progress standards and maintain eligibility for the CCPG (SB 1456 Student Success Act of 2012), which include:

- Maintain a cumulative GPA of 2.0 (Academic Standard)
- Successfully complete more than 50% of all units attempted (Progress Standard)

If you are placed on academic and/or progress probation for two consecutive primary terms (fall or spring semester), you will lose CCPG eligibility and priority enrollment. For more information on this regulation and the conditions by which you may appeal, please contact Financial Aid at 408-848-4727. Students are encouraged to utilize the numerous support services on campus to help them regain good academic standing.

PROBATION: Community colleges are required to place students on probation, who after attempting at least 12 semester units, either have grade point average (GPA) below 2.0 or receive a "Withdrawal," "Incomplete," or "No Pass" mark on 50% or more of total attempted units. Students who are placed on academic probation for two consecutive semesters lose their priority registration status and eligibility for the California Promise.

ACADEMIC STANDARD: If your cumulative GPA falls below 2.0 for two consecutive primary semesters (fall/ spring semesters), you may lose eligibility for BOG. Grades which significantly decrease GPA include grades of F (Failing) and D (Passing, Less than Satisfactory).

PROGRESS STANDARD: COMPLETE MORE THAN 50% of COURSEWORK: Receiving "Withdrawal," "Incomplete," or "No Pass" marks on 50% or more of total attempted units may result in loss of BOG eligibility. Any combination over two consecutive fall/spring semesters, of cumulative GPA below 2.0 and/or cumulative course completion less than 51% may result in loss of BOG as well.

NOTIFICATION OF INELIGIBILITY: Gavilan College will notify affected students within 30 days of the end of each term if you placed on either academic (GPA) probation and/or progress (unit completion) probation. Notifications will include information that a second term of probation will result in loss of BOG eligibility. After the second consecutive term of probation, you may lose BOG award at your next registration opportunity.

REGAINING ELIGIBILITY:

1. Improve your GPA and/or course completion
2. Successfully appeal regarding extenuating circumstances
3. Not attending Gavilan College for two consecutive fall/spring semesters

APPEALS PROCESS: for extenuating circumstances only, such as

- Verified accidents, illness or other circumstances beyond your control
- Changes in financial situation
- Evidence of inability to obtain essential support services
- Special consideration factors for CalWORKs, EOPS, AEC and veteran students
- Disability accommodations not received in timely manner

EXEMPTIONS: Foster youth and former foster youth (age 24 years and younger) are not subject to loss of California Promise Grant under these regulations.

Satisfactory Academic Progress (SAP) Policy

Students who file FAFSA and Dream Application are required to demonstrate academic progress.
The complete SAP Policy is available online at www.gavilan.edu/finaid.

Veterans Affairs Education Benefit

Veterans enrolled at Gavilan College may be eligible for educational benefits under the Veterans Administration Educational Benefits Program. Depending on VA chapter, some benefits include a monthly housing allowance. Most, but not all, courses at Gavilan College are approved for payment of VA benefits.

Interested veterans and/ or eligible dependents are urged to contact the VA Certifying Official at 408-848-4734 or by visiting the Financial Aid Office in Student Center 125, in the Administration building.

- **REGISTRATION PRIORITY:** The earliest period for course enrollment is offered each semester to any member or former member of U.S. armed forces who is within four years of leaving active duty. For more information, consult with VA Certifying Official.
- **PRIOR CREDIT:** Gavilan College recognizes credit and grants credit to veterans and reservists for service and training completed in armed forces. Gavilan College reports as credit for prior training only those prior units which are applicable to current Gavilan educational goal.
- **ACADEMIC PROGRESS:** Federal regulations require that students receiving VA educational benefits (veterans, reservists, dependents) maintain academic progress. Veterans who earn grade point averages below 2.0 for two consecutive semesters at Gavilan College are placed on unsatisfactory progress status and benefits are suspended. To reinstate benefits, students must complete one semester with a GPA of 2.0 or higher.

Consumer Information

The Financial Aid website includes comprehensive information regarding disbursement schedules, Satisfactory Academic Progress Policy and Ability to Benefit.

Student Services



Career Services

Career/Transfer Resource Center offers numerous resources to help in making career decisions, plan for college, obtain specialized training or enter an academic or vocational program at Gavilan College. Career-related services are available to currently enrolled students, prospective students, faculty, staff, and community members. The computerized career guidance program, EUREKA, aids in researching occupations, identifying which colleges offer specific majors, and investigating financial aid and scholarships. EUREKA (California Career Information System) contains information on hundreds of occupations, programs of study, financial aid, short-term training, colleges and universities, and scholarships.

Guidance classes: A number of assessment inventories are available through enrollment in GUID 1/PSYC 5 (Self-Assessment/Career Development) course.

Counseling Services

Gavilan College provides a staff of full-time professional counselors to assist students in meeting educational, career and life goals by offering guidance courses and workshops in career planning, study skills, general transfer requirements and other topics. Counselors also help students with Transfer Admissions Agreements (TAA's), and ensuring that students meet their transfer goals in a timely manner. Career counseling is available to enable students to understand their values, interests, and skills and to research a variety of career options. The career planning process also assists students in learning to manage job/life transitions.

Four-year universities and Gavilan College ADT/A.A./A.S. degrees have many different requirements. Knowing which general education pattern to follow and selecting the correct courses can be accomplished through academic counseling. Counselors help students develop an educational plan early in their college years so that transfer to a four-year university, the completion of a career certificate or degree, or the identification of an educational goal, if a student is undecided, can be accomplished in a timely manner. With an educational plan, students are able to register and progress through their program with more independence. Periodic updates of the educational plan with a counselor will keep you on track for graduation. Appointments and drop-in services are available.

Counseling is available to students who are uncertain about their plans for the future, who are experiencing difficulty in making appropriate decisions, or who have any other personal or social problem which is interfering with their adjustment to college. Personal counseling is available on a short-term basis. Counseling is also available in the AEC, MESA, Puente, Athletics, and EOPS/CalWORKs Departments. In addition, the counselors make appropriate referrals to various community agencies.

Students may seek assistance of any counselor by scheduling an appointment or by dropping in during the day (walk-in services). Students can schedule their own appointment by using the computer system in the Welcome Center lobby or online at www.gavilan.edu/counseling. Many of the counselors are bilingual (Spanish/English).

Student-to-Student Mediation: Mediation services provide students with an opportunity to problem-solve together in a safe environment. Trained student media- tors will work with two or more students who are in conflict to reach mutually agreeable solutions. Mediation services are free and confidential. Students wishing to become mediators can register for Introduction to Conflict Resolution (Psychology 6). To obtain mediation services, contact the Counseling Department at 408-848-4723.

Orientation

All students new to Gavilan College are required to complete the online Orientation, which is available 24/7 in your MyGav Student Portal. The Orientation provides the basic information and tools needed to get started at the college. The Orientation familiarizes students with Gavilan College, its programs and services, degree options, policies, career and academic program exploration, and much more! Whether you plan on transferring to a four-year university or are on a career path, there are important things to know before you begin your college career. Students who complete Orientation know how to complete their educational goal with more confidence and how to avoid making choices that delay their progress.

Completion of the Orientation process satisfies one of the three components required to qualify for Enrollment Priority (earlier registration dates). The components needed are: Placement, Orientation, and a Comprehensive Education Plan. For more information, visit http://www.gavilan.edu/counseling/kickstart.php.

Educational Planning

It is strongly recommended that students complete the online orientation prior to meeting with a counselor. Prior to registration, counselors are available to meet with students to discuss English and Math course placement, course selection, and assist with the development of the educational plan. An educational plan is an important factor in promoting timely progress toward a student's completion of certificate, degree, or transfer programs.

Students develop an educational plan with a counselor when they first enroll at Gavilan and then meet on a regular
basis with their counselor to update their plan and to review progress. Once the plan is created it is available online.
Counselors are available to meet with students throughout the year to discuss academic and personal concerns and to refer students to other types of needed assistance.

Health Services

Gavilan College Health Services fosters health and well-being by providing health education and information to additional services and programs in the community and on campus. Gavilan works in partnership with Discovery Counseling Center to provide mental health counseling. Extensive health services are not provided on campus, but access to doctors is available through WellVia to enrolled students who pay the health fee.

- **WellVia - Access to Doctors**: Gavilan College provides students assess to WellVia, a national network of board certified, state licensed doctors offering medical consultations 24 hours per day, 7 days per week. WellVia doctors diagnose acute emergent medical conditions and prescribe medications when clinically appropriate. Students can speak to a doctor within minutes from anywhere, anytime - home - work - middle of the night - or while traveliing. The first consultation is free and additional consultations are available at $35 per consult.
- **WellVia - Behavioral Health** - Gavilan College provides students access to a behavioral health professional anytime, 365 days a year through the WellVia telehealth platform at $80 per behavioral healthcare consultation. Each Remote Behavioral Healthcare Consultation will include 45 minutes of pre-scheduled time with a psychologist, clinical social worker, marriage and family counselor or licensed professional counselor. Doctors can diagnose, recommend treatment and prescribe medication via phone, online portal or mobile app.
- **Student Accident Insurance Policy:** In addition to the services provided by the Student Health Center, your health fee includes accident insurance coverage for you while you are attending classes, or college-sponsored activities which are authorized and supervised. This is a secondary insurance, which means you must submit any claims to your private insurance before this policy applies.
- **Mental Health** - Gavilan College can refer students for short-term therapeutic intervention through Discovery Counseling Center. See a counselor for a referral. The college also provides the online Kognito platform for mental health awareness and training, and an information kiosk from the National Association for Mental Health (NAMI) in the Student Center
- **Student Health 101** - the Student Health 101 online magazine is published monthly with health and nutrition tips and articles on wellness for the Gavilan College community. It is emailed monthly to students and included in the weekly news email What You Need to Know.

Gavilan College provides students access to a physical and/or behavioral health professional anytime, 365 days a year through the WellVia telehealth platform at $35 per consult for physical consultations and $80 per behavioral healthcare consultation. Each Remote Behavioral Healthcare Consultation will include 45 minutes of pre-scheduled time with a psychologist, clinical social worker, marriage and family counselor or licensed professional counselor. Doctors can diagnose, recommend treatment and prescribe medication via phone, online portal or mobile app.

Transfer Services

The Career/Transfer Resource Center is designed to provide support services to students who are interested in transferring to a four-year college. Services include specific transfer information, information on university majors and graduation requirements, assistance with filling out applications, scheduled meetings with university representatives and applications for the CSU and UC systems (a limited number of private school applications are also available.) The center also provides a resource library of college catalogs and books, referrals to transfer counselors to assist with planning and CSU application fee waivers. An annual Transfer Day is held each fall with over 40 colleges and universities participating.

Welcome Center

The Welcome Center provides application and enrollment assistance on a drop-in basis. Located in the Student Center, the Welcome Center is staffed by trained student assistants. Students can also get help using Self-Service Banner and applying for G Numbers.

Student Activities



Associated Students of Gavilan College

ASGC (Associated Students of Gavilan College) is the official student government organization on campus that provides student input and recommendations on critical campus issues to faculty, staff, administration, and the Board of Trustees. The collective voice of students is an important and powerful component in the college's participatory governance process.

ASGC meets weekly to implement and evaluate college activities and services that meet the needs of Gavilan College students. Any student who meets the requirements of the ASGC bylaws may become a voting member of the organization. The variety of leadership positions allow for different levels of involvement so that students can balance their academic and extracurricular loads effectively.

Join the Associated Students of Gavilan College (ASGC) to:

- Represent and advocate for the community of students to which you belong
- Build your communication, organization and leadership skills
- Increase the chance of earning scholarships
- Create new networks and friendships
- Strengthen resume and transfer admission
- Understand how organizations are run
- Become more actively involved with your college life
- Prove your hidden potential, creativity, patience, and courage
- Understand parliamentary procedure

For more information and to download a membership application, visit the ASGC office located in the Student Center room SC 154, the website at http://www.gavilan.edu/student/asgc/, or call 408- 848-4777.

ASGC Cards

There are many benefits to purchasing an ASGC Card each semester. The ASGC Card can be used as identification, Gavilan Library card, and a campus print card. By purchasing the ASGC Card, students can get special discounts and privileges including, but not limited to, scholarships, free scantrons and green books, free admission to athletic events, discounts at local businesses, and access to cardholder-only services at Gavilan College. Revenue collected from the ASGC Card is used to provide student scholarships, support programs, services, events, and activities for students at Gavilan College that will enhance their academic and social experience. ASGC cards can be purchased when registering on your MyGav account or in person at the Gilroy and Hollister locations. Cards can be printed at the library and the Hollister location, as well as the ASGC office with a receipt showing the ASGC Card fee has been paid for the current term.

Clubs

All students are encouraged to get the most out of their college experience by participating in extracurricular activities. Here at Gavilan College we have a variety of clubs and organizations that provide opportunities for students to participate in scholastic, social, political, multi-cultural, and recreational pursuits. Club activities are coordinated and supported by ASGC's Inter-Club Council. Students are encouraged to start clubs if they have a particular interest not represented currently on campus. For a current list of clubs, club meetings, how to start new clubs and more, visit the ASGC office in the student center room SC 154 or go to http://www. gavilan.edu/student/asgc/clubs.php

College Colors and Mascot

The official colors of Gavilan College are dark blue, red, and white. The official mascot is the Ram. The name of the current mascot is Rocky T. Ram.

Intercollegiate Athletics

As a member of the California Community College Athletics Association, Gavilan College is proud of its rich tradition in intercollegiate athletics. Competing in the Coast Conference, Gavilan College offers seven (8) intercollegiate athletic programs: basketball, volleyball, and softball for women and for men: baseball, football, basketball and soccer.

Students wishing to participate in any of the intercollegiate athletic programs must be enrolled in and attending a minimum of 12 units during the season of competition with nine units applying towards a degree program. To be eligible for a second season of competition, students must have passed a minimum of 24 units, have 18 apply towards a degree program, and maintained a cumulative 2.0 grade point average. In addition, all participants must have an official Student Education Plan on file within the office of the Dean of Kinesiology and Athletics prior to the start of the first season. Coordinate with the athletic counselor to complete your Student Education Plan. To participate in a team, contact the head couch or stop by Rams Athletics located in the gymnasium lobby.

In addition to meeting the requirements for student-athlete eligibility, all participants must adhere to all rules outlined by Gavilan College, the Coast Conference and the California Community College Athletics Association.

Athletic scholarships are not given in California community colleges; however, Gavilan College provides qualified students with financial aid opportunities. Contact Financial Aid for more information.

Rho Alpha Mu - Honor Society

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

Theater Productions

The Gavilan College Theatre offers a range of plays, including childrens' plays, musicals and Shakespearean productions. In addition to performing on stage, students learn backstage and technical production skills. For more information visit www.gavilan.edu/theatre.

TADA Productions - The Gavilan Theatre Club sponsors several social and cultural events during the school year including: Fiesta Mexicana, a Folklorico Concert; Historias de mi Madre a Community Solutions event for Domestic Violence Awareness month; One Night Stand(s), fall & spring stand-up workshops and Comedy Night(s); and other student generated performances.

Special Programs



The Accessible Education Center (AEC)

The Accessible Education Center (AEC) provides a variety of services to equalize educational opportunities for students with temporary or permanent disabilities. Services include: academic, career and vocational counseling, alternate media services, assistive computer technology and training, job training and placement, learning skills evaluation, liaison with the State Department of Rehabilitation, mobility assistance, note-taking, referral services, registration assistance, real-time captioning, sign language interpreting, specialized instruction, educational assistance courses, test taking facilitation and vocational preparation. Students requiring academic or physical accommodations because of visual, physical, learning and/or other verified disabilities should contact the AEC at 408-848-4865.

Accessibility

The classroom buildings, the Library, the administrative buildings and the Student Center are all accessible to individuals with physical disabilities. Ramps provide access to upper and lower levels. Mobility assistance can be provided. Designated parking is provided for vehicles displaying a state issued disability placard/parking permit. Call 408-848-4767 or 408-848-4865 for tram service.

AEC Classes and Programs

Adapted Physical Education - A wide range of classes are specifically designed for students with physical disabilities in order to increase flexibility and strength, improve range of motion and joint movement, and help improve cardiovascular conditioning and related health matters. These classes are provided by qualified instructors through a number of water and gym activities.

High Tech Center - The High Tech Center provides assistive computer technology and training to students with verified disabilities. The state-of-the-art equipment, software and trained staff empower students to meet their educational goals.

CareerPrep - This program is offered on campus for the high school special-education graduate or equivalent who may require additional special education and vocational training for appropriate entry-level employment in the community. Practical employment skills as well as interpersonal skills are emphasized in a series of classes designed for individual progress.

Computer Access Evaluation - CSIS 570A and CSIS 570B provide the student with an in-depth computer access evaluation and training in order to determine an appropriate access

environment for a student with a disability or multiple disabilities.

Learning Skills Evaluation - Guidance 557 provides an individual evaluation of a student's strengths and weaknesses in reading, mathematics, written language reasoning, oral language, perception, and memory. The results are used to determine eligibility for services of the Learning Skills Lab and other AEC accommodations.

Learning Skills Lab - The Learning Skills Lab provides support services and instruction to students with verified disabilities. Students receive specialized instruction, academic support, and learning strategy suggestions appropriate for their individual strengths and weaknesses. The lab has both individualized and small group instruction and support for students who are enrolled in college courses.

Vocational Skill Development for Adults with Intellectual Disabilities - The program promotes self-reliance in activities for maximum independence and employment. Classes are offered at the HOPE Rehabilitation facilities in Gilroy and Hollister in conjunction with a work activity program.

WorkAbility III Program - This program provides job readiness, instruction, and job placement services for students eligible for the Department of Rehabilitation. WA III responds to the needs of local employers by matching a student's interests, skills and abilities to specific jobs.

CalWORKS

The Gavilan CalWORKs program coordinates with County CalWORKs programs to assist low income families in becoming self-sufficient through the provision of education, employment and supportive services. Eligible students should be at least 18 years old, have at least one child under the age of 18 years old and be receiving or eligible to receive cash assistance from the county in which they live. Supportive services include childcare, transportation assistance, academic, personal and career counseling, textbooks, subsidized employment and assistance in navigating both county and college processes. Visit us online at www.gavilan.edu/calworks or contact us at (408) 852-2838. We are located in room LI135.

CARE

The Cooperative Agencies Resources for Education assists single parents who attend or would like to attend Gavilan College. CARE is a joint effort between the Department of Social Services, EOPS and Gavilan College. To be eligible for CARE, a student must be at least 18 years of age, single parent head of household, receiving cash aid from the Department of Social Services and have at least one child. Services provided include transfer and career education and counseling, priority registration, academic tutoring, financial assistance with childcare, transportation, textbooks, supplies and other support services. Students interested in participating in the CARE Program should contact the Gavilan College EOPS Office and meet with a staff member. Spanish-speaking staff are available.

Extended Opportunity Programs and Services (EOPS)

Extended Opportunity Programs and Services is a state funded program established to assist low income and academically disadvantaged California residents to be successful in college. EOPS/CARE provides eligible students with support services such as early registration, personal and academic counseling, transfer assistance and may include grants and book assistance. EOPS/CARE Staff are advocates for students and committed to helping them achieve their educational goals.

Food Pantry

The Gavilan Food Pantry is a free service available to all students. The Food Pantry is a partnership with Second Harvest Food Bank and is designed to reduce food insecurity and assist with student success. Services include daily snacks, weekly bags of supplemental non-perishable foods, and bi-weekly fresh food distributions. Please visit our website at www.gavilan.edu/foodpantry for hours of operation and monthly distribution dates as they are subject to change. We are located in LI134.

Foster Youth Services

The EOPS office serves as a hub to connect current or former foster youth students with the appropriate supportive services and referrals to additional resources on and off campus. A designated foster youth academic counselor is available to support students with an individualized educational learning plan, assistance with essential school supplies and textbook support. Eligible current or former foster youth are encouraged to apply for the EOPS pro- gram to receive a wider range of supportive services.

Fresh Success

The Gavilan Fresh Success program is designed to support students in achieving academic success while increasing wage earning power. This program focuses on serving students who are enrolled in Career Education programs including Community Education, GED, and ESL programs. Eligible students must be receiving or eligible to receive CalFresh benefits, living in Santa Clara County or San Benito Counties. Supportive services may include textbook voucher, parking permit, transportation assistance, academic counseling, job readiness assistance, as well as rental, PG&E, and vehicle repair assistance. Visit us online at www.gavilan.edu/freshsuccess or contact us at (408) 852-2838, we are located in LI135.

Mathematics, Engineering and Science Achievement Program (MESA)

MESA Undergraduate Program is a partnership between the University of California (UC) and California Community College Chancellor's Office. The program provides academic support services to qualified students who are majoring in math-based fields and who plan to transfer to four-year universities. Open to all eligible students, MESA emphasizes participation by educationally underserved students. MESA provides a Study Center, Academic Excellence Workshops, trips to universities, Academic Advising, workshops and much more. MESA is the winner of the Presidential Award for Excellence in Math and Science, National Science Foundation (NSF) recipient, and the Innovations in American Government Award, a project of the Kennedy School of Government at Harvard University and the Ford Foundation.

Puente Project - Bridge to Success

The mission of the Puente Project is to increase the number of educationally undeserved students who plan to transfer to four-year colleges and universities, earn degrees and return to the community as leaders and mentors to future generations. Research indicates that Puente students transfer at a high rate and succeed academically. The program is open to all students.

- **English Instruction:** Puente students take two consecutive writing classes, English 1A/English 210 (Composition/English Academy) and English 1 C (Critical Reasoning/Writing). These classes provide a supportive and stimulating environment to build confidence in writing skills through an exploration of the Mexican American/Latino experience.
- **Counseling:** Puente students work closely with their Puente counselor until they graduate, exploring career options, developing an academic educational plan and identifying lifetime goals. Students visit University of California and California State University campuses and attend an annual Puente student transfer conference. All Puente students are also required to enroll in Guidance 6 (Life Skills for Higher Education) and Guidance 1 (Self-Assessment and Career Development).

- **Mentors:** Each Puente student is matched with a mentor from the business or professional community. Mentors share their personal, academic and career experiences and provide a window into “real-life” work environments. The network of trained Puente mentors provides many resources for the Puente students, their families, their colleges and their communities.

Veterans' Resource Center

The Veterans Resource Center (VRC) provides resources and services for student veterans. The center is staffed by student veterans who are committed to helping other veterans manage the transition from military service to the college campus setting. The VRC provides a warm and welcoming place for veterans to connect with one another and learn about available campus services. Come by and see us in Library 109. We are here to help you succeed! For more information please contact 408-848-4767.

Instructional Support



English as a Second Language (ESL) Computer Lab

The ESL Program has its own dedicated computer lab with a variety of software programs for all levels and classes. Students, at their convenience, practice and enhance language learned in class.

Learning Commons

The Learning Commons provides study rooms, drop-in tutoring, computers and printing, workshops, supplemental instruction, and professional learning opportunities. It is centrally located in the Library on the Gilroy campus.

Library and Information Technology

The Gavilan College Library delivers an array of print and electronic resources. Augmenting the 60,000 title printed book collection are 24,000+ e-books, and over 2,500 magazine titles, many available online in electronic databases. The Library faculty also teaches various courses on internet use, and works in tandem with other faculty in planning and revising courses with an information literacy component. The Library homepage at www.gavilan.edu/library/ provides an online catalog of the book collection, links to various class websites and key online resources.

Math Lab

The Math Lab provides a place for students to practice math skills and receive individualized help with math problems at every level, from Basic Mathematics to Calculus. Students can work with math instructors, the math lab assistant or other students. Computers in the lab provide tutorial software as well as math software for Geometry, Statistics and Calculus projects.

Tutoring Services

Tutoring services are designed to help students increase their success in college courses and in the development of learning skills. Students work with trained tutors to engage in the examination of concepts and processes; discussion of ideas and theories; hands on practice; and summarization of findings. It is in this collaborative learning environment that students develop their confidence and independence as a learner. Tutoring services are free to all Gavilan Students. Tutoring services are available in The Tutoring Center as well as at the Hollister site and online.

Writing Center

The Gavilan College Writing Center fosters, celebrates and encourages writers and the varied and multiple purposes and audiences that writing serves. Specially trained student assistants help writers start and strengthen all kinds of class assignments as well as poetry, short stories, song lyrics, business letters and resumes. Enjoy a cup of coffee or tea in the center's welcoming atmosphere and meet other writers from across the college. The center also offers space for writing discussions, meetings, workshops and study groups. Special events include activities with acclaimed writers from our Visiting Writers and Scholars in Residence programs. We also provide self- directed mini-lessons and writing prompts. Work at your own pace and learn how to get your ideas on paper. Write more powerfully, be creative, enjoy writing, and practice using correct grammar, spelling and punctuation. The center collaborates with faculty across the curriculum to increase students' academic success, providing links to assignments and effective research and writing strategies. We offer specially tailored assistant led in-class workshops upon request.

Academic Information



Student Classification

Students at Gavilan College are classified by the following definitions:

- **FULL-TIME-** Student enrolled in 12 or more semester units. (4 units for summer session).
- **PART-TIME -** Student enrolled in fewer than 12 semester units.
- **NEW TO COLLEGE:** A student who has never enrolled at any college or attended only as a 6th-12th grade student and has now graduated from high school.
- **NEW TRANSFER STUDENT:** A student who has attended a college other than Gavilan.
- **CONTINUING STUDENT:** A student who was enrolled at Gavilan College the preceding semester/session.
- **RETURNING STUDENT:** A student who has attended Gavilan College in the past, but was not enrolled during the previous semester/ session.
- **NONRESIDENT STUDENT:** A student who has not met California educational resident requirements and must pay nonresident tuition.
- **INTERNATIONAL STUDENT:** A student from another country who has applied to Gavilan College and has been accepted on an F-1 or M-1 (student) visa.
- **CONCURRENT ENROLLMENT STUDENT:** A student currently enrolled in grades 6 through 12 in addition to college classes.

Definition of a Semester

An academic year at Gavilan is comprised of two sixteen-week semesters, fall and spring. Classes are also offered during summer and winter intersessions.

Course Availability

Every course, course section or class, the average daily attendance of which is to be reported for State aid, wherever offered and maintained by the district, shall be fully open to enrollment by any person who has been admitted to the college and who meets such prerequisites as may be established pursuant to Chapter II, Division 2, Part VI, Title V of the California Administrative Code, unless specifically exempted by statute.

Gavilan College provides special registration assistance to students with disabilities in compliance with Title V of the California Administrative Code, Section 504 of the Federal Rehabilitation Act and the Americans with Disabilities Act.

Attendance Standards

Students at Gavilan College are expected to attend all classes for which they are enrolled. Students missing one more class hour than the unit value for a particular course without making prior arrangements may, at the instructor’s option, be dropped

without possibility of credit. Students who do not attend the first class session may be dropped from class in order to admit other students desiring to enroll.

If it is necessary for a student to miss more than three consecutive class periods, a Leave of Absence Petition Form should be obtained from the Admissions and Records Office. The petition must be approved by all the student's instructors and returned to the Admissions and Records Office. Ordinarily, a petition for leave of absence will not be granted for more than two weeks. Prolonged absence, even when excused, may result in grade penalties, since the student is still responsible for course requirements.

Continuous attendance is defined as enrollment in at least one credit course per academic year. An academic year begins with the Fall semester (Fall-Spring-Summer). Attendance at another accredited institution of higher learning is not considered an interruption, providing the absence from Gavilan College does not exceed four (4) years. A student who is absent for at least three (3) consecutive terms, including the summer term, is considered to be a returning student for purposes of "catalog rights" and must follow the graduation requirements in effect at the time he or she returns.

Catalog Rights

Students who maintain continuous attendance status may, for purposes of meeting graduation requirements, elect to meet the requirements in effect at:

- The time of entrance to Gavilan College, or
- The most recent catalog.

Developing new course curricula is an ongoing process. After the catalog has been printed, new and revised courses and majors may be available. These changes will be available on the web version of the catalog, as it is a "living document." Consult with a counselor if your area of study has changed.

Course Prerequisite

A prerequisite is a measure of readiness for a course or program that a student is required to meet as a condition of enrolling in a course or program. Successful completion (a grade of "C" or better) of the prerequisite is required.

Course prerequisites are developed by faculty members and accepted by the Gavilan College Curriculum Committee with the intent of promoting student success. Courses are individually reviewed to assure that prerequisites are a valid measure of readiness for student success. Criteria used to establish prerequisites include, but are not limited to the following:

- Most prerequisites are in degree programs within sequential content areas. A course may be established as a prerequisite for another course provided that skills, concepts and/or information taught in the first course are presupposed in the second course;
- The course for which the prerequisite is required is one in which the student might endanger his or her own health and safety or the health and safety of others if the prerequisite is not met; or
- A course may be established as a prerequisite for another course because appropriate faculty and the Curriculum Committee have established it as equivalent to the prerequisite established by at least three campuses of the University of California and/or the California State University.

Other prerequisite criteria may be developed and utilized by Gavilan College. These are available through the Office of the Vice President of Academic Affairs.

Challenge of Prerequisite

Students who have reason to believe that they have already fulfilled a prerequisite, or that a prerequisite has been improperly established or implemented, may challenge the prerequisite. The student is responsible to provide compelling evidence to substantiate the challenge claim. Challenge forms are available at the Admissions and Records Office and online, and must be completed and returned to the Admissions and Records Office no later than 5 business days prior to the last day to add a

class. The college must respond to a completed challenge submitted by a student within a period of five (5) school days or the challenge is valid. Although the student may register in the class for which the prerequisite is being challenged, if the challenge is denied, the student will be dropped from the class. Academic credit will not be awarded for successfully challenged prerequisites. For further information regarding the prerequisite challenge, contact a counselor.

Course Advisory

An advisory is a measure of readiness for a course or program that is recommended a student meet in order to enroll in a course or program. Successful completion with a “C” or better is strongly recommended. Course advisories are developed by faculty members and accepted by the Gavilan College Curriculum Committee. Courses are individually reviewed to assure that the advisories assist a student to efficiently and successfully complete the course. The departments and the Curriculum Committee have concluded, after review of con- tent, that the advisory or its equivalent is strongly recommended.

Course Numbering System

Courses numbered from 1 to 99 are recommended for transfer to all campuses of the California State University and University of California systems. Students transferring to a campus in the University of California system should review the course-by-course articulation agreement available from all counselors.

Courses numbered:

- **1-99:** Baccalaureate level courses which will receive transfer credit at most four-year colleges and universities
- **100-199:** Limited transferability to four-year school in certain areas. Students transferring to a university should research to requirements of the school to which they plan to transfer and consult with a counselor.
- **200-299:** Associate degree applicable, non-transferrable credit courses
- **300-399:** Non-transferrable, not degree applicable courses that apply only to certain certificates
- **400-499:** Developmental courses
- **500-599:** Developmental credit courses for students with disabilities and/or other specific populations, not restricted by standard limits on repeatability
- **600-699:** Noncredit courses, including training and developmental courses for students with disabilities and/or other specific populations
- **700-799:** Noncredit courses for remedial, developmental, occupational, and general education opportunities

Course Identification Numbering System (C-ID)

C-ID is a statewide numbering system independent of the course numbers assigned by Gavilan College. A C-ID number next to a course signals that participating California colleges and universities have determined that a course offered at Gavilan College is comparable in content and scope to a course offered on their own campus, regardless of the unique title or local course number. The C-ID number can be used to identify comparable courses at different colleges. The C-ID system is useful for students attending classes at more than one community college.

Course Offerings

Some of the courses listed in this catalog may not necessarily be offered during the current academic year. Additional courses may be added to the curriculum and scheduled when appropriate. Gavilan College reserves the right to discontinue, postpone, or reorganize courses when circumstances warrant such changes. Further, it reserves the right to cancel classes which do not meet minimum enrollment.

Course Repetition *BP4225, Title 5, Sections 55040-55045, 58161*

Students may repeat courses in which substandard grades (less than “C”) were earned in accordance with Title 5, sections 55040- 55045. The limitations on course repetition and the processes for repeating courses are enumerated in administrative procedures. When course repetition occurs, the permanent academic record shall be annotated in such a manner that all work remains legible, insuring a true and complete academic history. Under certain circumstances, students may repeat courses in which a “C” or better grade was earned. The special circumstances are defined in administrative procedures.

Students may repeat twice any course for which a substandard grade (D, F, NC or NP) has been received with the following limitations:

- **First Repeat:** For the first repeat, student may self-select to repeat a course with a substandard grade without counselor approval.
- **Second Repeat Request:** Upon the second request to repeat a course, the student must meet with a counselor to review the reasons for the previous failures to complete the course with a satisfactory grade (A, B, C, CR or P). The counselor may require that the student receive special services (such as tutoring or assistance in one of the specialized skill labs) as a requirement of repeating the course again. Alternatively, the counselor may recommend enrollment in an earlier course in the course sequence as a condition of repeating the course again. When appropriate, the counselor may recommend that the student attempt an alternate course to satisfy the same educational objective (such as a different course that will satisfy the same general education requirement). If, in the opinion of the counselor, continued attempts to improve the substandard grade seem warranted, the student will be allowed to repeat the course. The counselor will sign a “Final Attempt - Course Repetition” form. The student must then file the signed form with the Admissions and Records Office
- **Third Repeat Request:** Students may petition to repeat a course a third time for which a substandard grade (D, F, NC, NP) has been received if extenuating circumstances exist. Extenuating circumstances include verified cases of accidents, illness or other events beyond the student’s control. The decision to grant these exemptions will be made by the college's Appeals Committee.

Upon completion of a repeated course, the most recent grade earned will be computed in the cumulative grade point average and the student’s academic record so annotated. (BP4225) If the student believes that they have extenuating circumstances that were beyond his or her control on the third attempt of the course and wishes to appeal the repeat limit, s/he must submit a Petition to Appeal Repeat Limit with appropriate documentation and return to the Admissions & Records office. Contact the Admissions & Records office for Appeal Committee meeting dates.

Students may repeat courses for which a passing grade (A, B, C, CR or P) has been received under the following special circumstances:

- Repetition is necessary in order to meet a legally mandated training requirement as a condition of continued paid or volunteer employment. The grade and grade points received each time shall be included for purposes of calculating the student’s grade point average.
- The course is a repeatable course, as described in Administrative Procedure, AP 4227.
- The previous grade is the result of extenuating circumstances such as verified cases of accidents, illness or other events beyond the control of the
- student. A Request to Repeat a Course Under Special Circumstances, signed by a Gavilan counselor, is required. The grade and grade points received shall be included for purposes of calculating the student’s grade point average.
- A significant lapse of time has occurred since the course was taken. A Request to Repeat a Course Under Special Circumstances, signed by a Gavilan counselor, is required. Grades and grade points for courses repeated under this provision shall not be counted in calculating a student’s grade point average.
- The college has established a recency prerequisite. A Request to Repeat a Course Under Special Circumstances, signed by a Gavilan counselor, is required. Grades and grade points for courses repeated under this provision shall not be counted in calculating a student’s grade point average.

When a course has been repeated under any of the above circumstances, the student’s permanent academic record shall be annotated in such a manner that all work remains legible, insuring a true and complete academic history. The specific courses or categories of courses, if any which are exempt from course repetition shall be made available to students upon

request. Students may repeat a course taken at another accredited college or university for which substandard academic performance is recorded. Gavilan will accept for course repetition the passing grade and units of a course subsequently repeated at another accredited college or university. A Petition for Academic Renewal, signed by a Gavilan College counselor, and an official transcript from the other college is required. Nothing can conflict with Education Code Section 76224 pertaining to the finality of grades assigned by instructors, or with Title 5 or district procedures relating to retention and destruction of records.

Withdrawal Policy

Students may withdraw from a course by logging into Self-Service Banner or in person at the Admission & Records Office or the Hollister site. The following grading practices apply when withdrawing from a course:

- A student who withdraws from a course by the “No Record Shown” (NRS) deadline as listed in the online semester calendar (approximately 20% of the duration of the class) will receive no grade of record.
- A student who withdraws from a course prior to completion of 75% of the class meetings for the course will receive a grade of "W"; thereafter, the grade will be based upon the entire semester's work.
- A student may attempt and withdraw from the same course two times and receive a grade of "W." After the second "W" the grade will be based upon the entire semester's work.
- A withdrawal may be excluded from the two-time maximum limit in the case of extenuating circumstances such as natural disasters or other circumstances beyond the control of the student, including verified cases of accident or illness. The student must file a petition in writing to the office of Admissions & Records when seeking an extenuating circumstances waiver. Decision to approve a waiver will be made by the Academic and Enrollment Appeals Committee.

Units

Definition of a Unit: Units of credit are based upon the Carnegie Unit, which requires a minimum of 3 hours of course-related work per unit of credit each week throughout a 16-week semester.

During a 16-week semester, a typical 3 unit lecture class will meet an average of 3.3 hours per week for classroom instruction and require an additional 6.7 hours per week of outside work (reading, library research, problem-solving, projects, term papers, etc.) for a total of approximately 10 hours of course-related work per week (or 160 total hours for the course). This time requirement increases to 27 hours per week during a 6-week summer session. Units of credit earned in laboratory/activity classes are also based upon the 3 hours per week per unit ratio.

A typical full-time load is approximately 15 units per semester, requiring a minimum of 720 hours of course-related work when class lectures, labs and outside homework are combined. This will vary somewhat, based upon assignments, individual goals and academic ability, but each student is encouraged to budget adequate time for required study.

Degree Versus Non-Degree Units: Gavilan College has designated certain courses “non-degree appropriate.” This means that units earned in selected courses will not count toward an associate’s degree.

Full-term Semester Unit Loads:

- 1-5 units Less than half-time student
- 6-8 units Half-time student
- 9-11 units Three-quarter time student
- 12+ units Full-time student (12 units is the minimum number of units to be eligible for full veteran’s benefits, Dean’s List and intercollegiate athletic competition)
- 15 units Full-time student (President’s Honor Roll eligibility)

- 18 units Must have minimum GPA of 2.5 and counselor’s approval
- 19 units Counselor's approval required. Appeals by students will be directed to the Vice President of Student Services or designee.

Summer and Intersession Unit Loads:

- 4-5.99 units Full-time student
- 6 units Must have a 2.5 GPA and counselor's approval more than 6 units
- Counselor's approval required. Appeals by students will be directed to the Vice President of Student Services or designee.

Semester to Quarter Conversion Formula

Some colleges and universities operate on a “quarter” calendar of three twelve-week terms; fall, winter and spring. To compute total units for graduation requirements, grade points for the required standards of scholarships, non-resident student regulations, and the college calendar, use the following formulas:

Semester credit hours to quarter credit hours: Multiply the number of semester credit hours by one and a half. (Example: 15 Semester credits x 1-1/2 = 22.5 quarter credits.)

Quarter credit hours to semester credit hours: multiply the number of quarter hours by two-thirds.(Example: 22.5 quarter credits x 2/3 = 15 semester credits)

Grading Options

For some courses, students have the option of selecting a final grade of pass/no pass (P/NP) or a traditional letter grade of “A”, “B”, “C”, etc. Review the course description to determine which courses are designated as having this option.

Courses offered under the pass/no pass (P/NP) grade option are determined by the Gavilan College Board of Trustees as cited in this catalog. Students receiving the pass (P) grade must have achieved the course objectives equivalent to at least a “C” grade or master the course objectives where mastery is determined by the department in order to receive the units of credit assigned to the course. The grade point average of a student receiving a pass (P) or no pass (NP) grade will not be influenced. A pass/no pass course is not included in consideration for honors such as Dean’s List or President’s Honor Roll.

Before selecting a grading option, consider the following:

- Once the option has been selected, the decision is final and irreversible.
- Students may select the P/NP option in Self-Service Banner. prior to the NRS (No Record Shown) date for the course, as published in the Schedule of Classes for that semester.
- If the student opts for a P/NP final grade, the units are not included in the semester GPA but are considered for the purposes of probation and dismissal.
- A P/NP grade is not used in consideration of honors.
- A total of 20 units of P/NP graded units (not including those courses required by the major which are designated P/NP only) may be applied to an associate’s degree or certificate.
- Students should carefully consider the transferability of P/NP units to other institutions. Some universities may not accept any P/NP courses and others limit the amount of P/NP units that will be accepted. Please consult a counselor before selecting the Pass/No Pass option.

Grades - Academic Record

A Excellent - 4 grade points

A- Excellent - 3.7 grade points

B+ Good - 3.3 grade points

B Good - 3 grade points

B- Good - 2.7 grade points

C+ Satisfactory - 2.3 grade points

C Satisfactory - 2 grade points

D Passing, less than satisfactory - 1 grade point

F Failing - 0 grade points

P Pass (at least satisfactory; units awarded not counted in Grade Point Average) - 0 grade points

NP No Pass (less than satisfactory or failing; units not counted in Grade Point Average) - 0 grade points

I Incomplete (incomplete academic work for unforeseeable, emergency and justifiable reasons) - 0 grade points. The requirements necessary to complete the course must be fulfilled the next term of attendance (excluding summer) within the next year. If the “I” grade is not removed in this fashion, it will be converted to an “F".

IP In Progress (In Progress shall be used to denote that the class extends beyond the normal end of the academic term)

W Withdrawal

EW Excused Withdrawal

MW Military Withdrawal (called to active duty)

Computing Grade Point Average (GPA)

To determine current or cumulative grade point average, divide the total number of grade points earned by the total number of units attempted.

- Example: 25 points ÷ 7 units attempted = 3.57 GPA
- Pass/No Pass units are not computed in the grade point average.

Non-Traditional Credit

You may be granted nontraditional academic credit (e.g., military service, credit by examination, USAFI, CLEP, AP, etc.) upon proper application and, with the exception of Advanced Placement, the successful completion of 12 credit units at Gavilan College with a cumulative grade point average of no less than 2.0. University of California does not grant credit for College Level Examination Program (CLEP) exams. CLEP credit WILL NOT be used to certify the Intersegmental General Education Transfer Curriculum. Some California State Universities will grant credit for certain areas and some will not grant credit at all. Transfer students are advised to contact the university they will be attending for specific information regarding CLEP credit.

Credit by Examination (i.e., “Test Out”): Students who have a cumulative GPA of 2.0 or higher in at least 12 units of college work completed at Gavilan College may petition for credit by examination during any term in which they are enrolled. Students who may qualify for credit by examination are:

- Students who have never taken the class for credit.
- Students of exceptional ability who have studied on their own.
- Students with experiential background who can meet the objectives of the course.

Students will pay enrollment fees for the challenged class. An additional fee may be incurred if a specialized location and/or materials are required to conduct the examination. The exact fee will be based upon the actual costs of providing the exam.

Applications for Credit by Examination are available from the Admissions and Records Office and require the signature of the appropriate instructor, department chairperson, and appropriate dean. A copy of the graded challenge examination will be submitted to the appropriate dean’s office. The type of examination is to be determined by the instructor and the department

chairperson in concert with the appropriate dean. The final grade will be submitted to the Admissions and Records Office for posting on the student's transcript. Students desiring to take the Challenge Examination who, due to extenuating circumstances, do not meet the above qualifications may submit a written appeal for waiver to the appropriate dean.

Procedures for Credit by Examination (Nursing Program) - Students will receive the following orientation regarding Credit by Examination:

- All nursing program students will sign a statement that they have been made aware of the college policies on Credit by Examination.
- Students challenging a nursing course must be eligible for the course and must have met all program entry pre-requisites, including admission procedures for the nursing program.
- The college reserves the right to deny challenge to any specific course.

General Education CLEP list: http://www.gavilan.edu/catalog/Nontraditional-credit.pdf

International Baccalaureate (IB): http://www.gavilan.edu/catalog/IntlBacc.pdf

A score of 5, 6, or 7 on Higher Level exams is required to grant credit for IGETC certification. An acceptable IB score for IGETC equates to either 3 semester or 4 quarter units for eligibility for admission. Students who have earned credit from an IB exam should not take a comparable college course because credit will not be granted for both.

Advanced Placement (AP): http://www.gavilan.edu/catalog/AdvancedPlacement.pdf

Students may earn credit for College Entrance Examination Board (CEEB) Advanced Placement (AP) Tests with scores of 3, 4, or 5 (Scores of "3" may not be accepted for all courses by some 4 year colleges and universities). AP credit can be used to meet IGETC, CSU GE and A.A. general education (GE) and/or major requirements. Students must have the College Board send AP exam results to the Admissions Office (hand carried copies will not be accepted) for use on the A.A. or GE patterns. Gavilan College grants up to six semester units of transfer credit for each College Entrance Examination Board (CEEB) Advanced Placement (AP) Test on which a student receives a score of 3 or higher. The AP results must be submitted to the Office of Admissions and Records with a request for evaluation. Students receiving a score of 3, 4 or 5 on the Math and English AP exams will be exempt from the placement assessment test. AP units will not apply toward financial aid, nor can they be used to satisfy the residency unit requirement.

Advanced Placement credit will be awarded as follows:

- **AA:** Students should be aware that AP test credit is evaluated by corresponding it to an equivalent Gavilan College course, e.g. History 1. A student who receives AP credit and then takes the equivalent Gavilan College course will have the unit credit for such duplication deducted prior to being awarded the A.A. degree. Credit by Advanced Placement exam is noted and listed first on a student's transcript, with units assigned and no grade. Course credit and units granted at Gavilan College may differ from course credit and units granted by a transfer institution.
- **CSU GE:** The Advanced Placement examinations may be incorporated into the certification of CSU General Education-Breath requirements by any certifying institution. All CSU campuses will accept the minimum units shown and apply them toward fulfill ment of the designated General Education-Breath area if the examination is included as part of a full or subject-area certification. Please note that individual CSU campuses may choose to grant more units than those specified toward completion of General Education-Breath requirements.
- **IGETC:** AP exams must be used in area indicated regardless of where the certifying CCC's discipline is located.Advanced Placement exams in Biology, Chemistry or Physics B allow California Community College campuses to apply 4 semester or quarter units. For Environmental Science, Physics C: Mechanics and Physics C: Electricity/Magnetism, 3 semester or 4 quarter units are applied for IGETC certification. Therefore, students who complete these exams will be required to complete at least 4 semester or 5 quarter units to satisfy the minimum required units for area 5.

If content is duplicated with another exam or college course, credit will be awarded once.

Academic Standards

Dean's List: Special recognition is accorded students who maintain a 3.0 (B) grade point average during any semester in which they accumulate at least 12 graded (A, B, C, D, F) units at Gavilan College. Dean's List achievement shall be noted on the student's transcript.

President's Honor Roll: Special recognition is accorded to students who earn a 3.5 or higher grade point average during any semester in which they accumulate at least 15 graded units (A, B, C, D, F) at Gavilan College. President's Honor Roll achievement shall be noted on the student's transcript, and additional special recognition shall be given.

Standards for Probation:

- **Academic Probation:** A student who has attempted at least 12 semester units as shown by the official academic record shall be placed on academic probation if the student has earned an ac- cumulated grade point average below 2.0.
- **Progress Probation:** A student who has enrolled in a total of at least 12 semester units as shown by the official academic records shall be placed on progress probation when "W," "I," "NC" and "NP" recorded entries reach or exceed fifty percent (50%) of all units in which a student has enrolled.
- **Removal from Probation:** A student who is on academic probation for a grade point deficiency shall be removed from probation when the student's accumulated grade point average is 2.0 or higher. A student on progress probation because of an excess of units for which entries of "W," "I," "NC" and "NP" are recorded shall be removed from probation when the percentage of units in this category drops below fifty percent (50%).
- A student who has been dismissed may petition for reinstatement with a written petition. The petition will be reviewed by a counselor. A decision can include continued enrollment, continued enrollment with a reduced unit load for a predetermined period or dismissal from the college for a predetermined period of time. Petitions are available from the counselors and the Admissions and Records Office.

Standards for Dismissal:

- A student who is on academic probation shall be subject to dismissal from the college if the student earned a cumulative grade point average of less than 2.0 in all units attempted in each of three consecutive semesters.
- A student who has been placed on progress probation shall be subject to dismissal if the percentage of units in which the student has been enrolled for which entries of "W," "I," "NC" and "NP" are recorded in at least three consecutive semesters reaches or exceeds fifty percent (50%).
- A student deficient in grade points who transfers to Gavilan College from another college will be admitted on probationary status and allowed to remain as long as a 2.0 or higher grade point average is maintained.

Academic Renewal

In accordance with state guidelines, academic renewal may be accomplished in one of two ways:

1. Repeat a course graded "D", "F", "NC" or "NP". The grade and units of the first attempt will remain on the student's permanent record but will be annotated to show that they are no longer computed in the grade point average.
2. Petition for renewal of a maximum of three terms of substandard course work which is not reflective of the student's demonstrated ability. To be eligible for renewal, the following criteria must be met:

- A period of two years has elapsed between the time of the petition and the date of the course work to be renewed.
- Subsequent to the semester being renewed, the student must complete either:
- 30 or more units with a grade point average of 2.0 or
- 24 units with a grade point average of 2.5 or
- 18 units with a grade point average of 3.0

No grade or course will be removed from the student's permanent record. However, the record will be annotated to show that the coursework for that term is not computed in the grade point average. Subject completion, but not unit value, will be allowed for any course completed satisfactorily in the term(s) to be renewed for the purpose of satisfying requirements for a certificate or degree. (All work, including the semester(s) for which academic renewal has been granted, will be computed in determining honors (3.50) at graduation.)

Cooperative Work Experience

The Cooperative Work Experience Program provides an opportunity for the application and integration of specific knowledge and skills to current work place practices. Cooperative internships emphasize the development of individualized performance objectives. Insights obtained in an actual occupational internship and the experience obtained from business and industry result in skills that are essential to fast track career futures.

A student may earn from 1 to 16 units which may be accepted in certain vocational programs as electives and as elective transfer credit by four-year colleges and universities. Students should consult with counselors for specific transferability guidelines. Students must have a volunteer or paid job and a "C" grade point average to enroll.

Distance Learning

Distance learning refers to instruction delivered through technology to students at a distance from their instructors. All distance learning courses are academically equivalent to traditional classroom instruction. They are not easier, as some students think. In fact, they may be more difficult, if we consider the amount of technical ability needed, plus the self-discipline needed to keep current.

Methods of instruction include:

- **Online classes**, using a computer with access to the internet. Class meetings and the majority of coursework are done primarily online. However, one or more optional on-campus meetings may be held. The class may be held with attendance required at a specific time (synchronously) or with no specific time set for attendance (asynchronously). Please check the semester schedule carefully for required times/dates. Please go to www.gavilan.edu/student/online for more information.
- **Hybrid courses** are a mix of online meetings plus face-to-face meetings. Please pay close attention to the semester schedule for required dates/times.
- **Supplemental resources and assignments**, varies per instructor, not offered in every course. In-person orientations to online learning are held at the beginning of every semester. An online version of the Orientation to online learning is also available. For general help with online classes, go to www.gavilan.edu/student/online. For a list of courses currently offered through the Distance Learning Program, visit the website at www.gavilan.edu/student/online/classes.php. If you would like more information, contact the Distance Education Coordinator via email at disted@gavilan.edu.

Study Abroad Programs

Gavilan College offers students the opportunity for world-wide learning experiences through travel and study programs. These programs may be offered during summer sessions or the regular fall or spring semesters. Gavilan has previously offered

programs that have included travel and study in Mexico, England, Spain and other countries. For a current list of course opportunities, see the class schedule or the college website at www.gavilan.edu or contact the Office of the Vice President of Academic Affairs at 408-848-4761.

South Bay Regional Public Safety Training Consortium

As a member of the South Bay Regional Public Safety Training Consortium, Gavilan College offers courses for students who are interested in Correctional Officer, Law Enforcement, Reserve Police Officer, Dispatcher, Fire Technology, Probation Officer, or Juvenile Hall Counselor careers. The Consortium is funded by all colleges regionally to provide vocational specific training which may require special facilities, special training conditions or is presented outside of the regular schedule of college classes. The application and registration process is completed at the South Bay Regional Public Safety Training Consortium Center located in south San Jose. Although open to the public, the majority of these courses are intended to serve those who are already employed. South Bay Regional Public Safety Training Consortium Center is located at the Coyote Valley Campus in South San Jose.

If you have questions about these courses, or if you would like information about a career in any of these programs, please call 408-229-4299 or visit the webpage at www.theacademy.ca.gov.

General Education

General Education



General Education

Gavilan's general education (GE) requirements introduce students to a variety of disciplines through which they comprehend and interact with the modern world. The GE requirements are central both to the college's mission and to its associate degrees.

Completion of the GE requirements will develop students' abilities to think and communicate clearly, both orally and in writing; to use mathematics and employ the scientific method; to understand the modes of inquiry in major disciplines; to be aware of other cultures and other eras; to apply critical thinking to ethical and social issues; and to develop the capacity for self-understanding and improvement. The student will also develop a depth of knowledge in a specific field of interest. In completing the requirements, students will come to understand basic principles, concepts and methodologies that may be unique to a specific discipline or universal in the quest for knowledge.

General Education Learning Outcomes

AREA A: English Language, Communication and Critical Thinking General Education Learning Outcomes

After completing courses in Area A, students will be able to:

- Receive, analyze, and effectively respond to verbal communication.
- Formulate, organize and logically present verbal information.
- Write clear and effective prose using forms, methods, modes and conventions of English grammar that best achieve the writing's purpose.
- Advocate effectively for a position using persuasive strategies, argumentative support and logical reasoning.
- Employ the methods of research to find information, analyze its content, and appropriately incorporate it into written work.
- Read college course texts and summarize the information presented.
- Analyze the ideas presented in college course materials and be able to discuss them or present them in writing.
- Communicate conclusions based on sound inferences drawn from unambiguous statements of knowledge and belief.
- Explain and apply elementary inductive and deductive processes, describe formal and informal fallacies of language and thought, and compare effectively matters of fact and issues of judgment and opinion.

AREA B: Scientific Inquiry and Quantitative Reasoning

After completing courses in Area B, students will be able to:

- Explain concepts and theories related to physical and biological phenomena.
- Identify structures of selected living organisms and relate structure to biological function.
- Recognize and utilize appropriate mathematical techniques to solve both abstract and practical problems.
- Utilize safe and effective laboratory techniques to investigate scientific problems.
- Discuss the use and limitations of the scientific process in the solution of problems.
- Make critical judgments about the validity of scientific evidence and the applicability of scientific theories.
- Utilize appropriate technology for scientific and mathematical investigations and recognize the advantages and disadvantages of that technology.
- Work collaboratively with others on labs, projects, and presentations.
- Describe the influence of scientific knowledge on the development of world's civilizations as recorded in the past as well as in present times.

AREA C: Arts and Humanities

After completing courses in Area C, students will be able to:

- Demonstrate knowledge of the language and content of one or more artistic forms: visual arts, music, theater, film/television, writing, digital arts.
- Analyze an artistic work on both its emotional and intellectual levels.
- Demonstrate awareness of the thinking, practices and unique perspectives offered by a culture or cultures other than one's own.
- Recognize the universality of the human experience in its various manifestations across cultures.
- Express objective and subjective responses to experiences and describe the integrity of emotional and intellectual response.
- Analyze and explain the interrelationship between self, the creative arts, and the humanities, and be exposed to both non-Western and Western cultures.
- Contextually describe the contributions and perspectives of women and of ethnic and other minorities.

AREA D: Social Sciences

- After completing courses in Area D, students will be able to:
- Identify and analyze key concepts and theories about human and/or societal development.
- Critique generalizations and popular opinion about human behavior and society, distinguishing opinion and values from scientific observation and study.
- Demonstrate an understanding of the use of research and scientific methodologies in the study of human behavior and societal change.
- Analyze different cultures and their influence on human development or society, including how issues relate to race, class and gender.
- Describe and analyze cultural and social organizations, including similarities and differences between various societies.

AREA E : Lifelong Learning and Self-Development

After completing courses in Area E, students will be able to:

- Demonstrate an awareness of the importance of personal development.
- Examine the integration of one's self as a psychological, social, and physiological being.

- Analyze human behavior, perception, and physiology and their interrelationships including sexuality, nutrition, health, stress, the social and physical environment, and the implications of death and dying.

AREA F: Cultural Diversity

After completing courses in Area F, students will be able to:

- Connect knowledge of self and society to larger cultural contexts
- Articulate the differences and similarities between and within cultures.

Additional Associate Degrees

An Associate of Arts or an Associate of Science degree will be awarded to those currently possessing an associate degree provided:

1. The second degree major includes a minimum of 18 new units,
2. Courses used to satisfy major requirements for the previous degree(s) are not used to satisfy any of the new 18 major units, and
3. The student completes the last 12 units or has completed a total of 48 units at Gavilan College.

For continuing students, the general education and major requirements for the additional degree are those listed in the college catalog for the academic year in which the student first takes courses for the first degree or any subsequent catalog thereafter. (Continuous attendance is defined as enrollment in at least one regularly transcripted course per year, including summer.)

For returning students, the requirements are those listed in the college catalog for the year in which the student returns or any subsequent catalog thereafter.

Articulation Agreements

Gavilan College has completed lower division course-to-course, major-to-major, and general education agreements with all Cali- fornia State University (CSU), University of California (UC) and a number of private university campuses. These agreements ensure that participating universities will accept certain courses taken at Gavilan College to satisfy general education, major, or elective university requirements. The articulation officer, counselors and the Career/Transfer Re- source Center staff have lists of participating institutions. Articulation agreements are also available online. See information on www.assist.org.

Baccalaureate Degree Graduates

Gavilan College will accept the general education used to complete a Baccalaureate degree to satisfy the General Education requirements for an Associate degree at Gavilan College, under the following parameters:

- The student has been granted a baccalaureate degree from a regionally accredited university in the United States.
- The student presents official transcripts that verify completion of the baccalaureate degree.
- The cumulative grade point average of the university work must be 2.00 or better.
- Major courses required for the desired Gavilan College degree must be completed at Gavilan College with a grade of “C” or better in each course.

- All Gavilan residency and graduation requirements, including math and English requirements in effect at the time of graduation, must be satisfied.

Double Counting Rule *Reference: Title 5, Section 55063 C*

While a course might satisfy more than one general education requirement, it may not be counted more than once for these purposes. A course may be used to satisfy both a general education requirement and a major or area of emphasis requirement.

Whether it may be counted again for a different degree requirement is a matter for each college to determine. Students may use the same course to meet a general education requirement for the associate degree and to partially satisfy a general education requirement at the California State University, if such course is accepted by that system to satisfy a general education requirement.

Gavilan College Graduation Requirements

FOR AN ASSOCIATE DEGREE: An associate degree (A.A. or A.S.) at Gavilan College can be achieved by completing a combination of general education courses and a specific major selected from the Gavilan Catalog. A minimum of 60 degree-applicable units (courses numbered 1-299) are required to earn a degree at Gavilan College. To be eligible for graduation a student must:

Complete a minimum of 60 overall units, to include major course requirements, general education, and electives when necessary to add up to 60 total units. A student may select any of the options below to satisfy the general education requirements:

- Gavilan College A.A./A.S. General Education Pattern
- The California State University (CSU-GE Breadth) Pattern
- The Intersegmental General Education Transfer Curriculum (IGETC) Pattern

All three patterns lead to an associate degree. Two are transfer-level patterns (CSU-GE Breadth and IGETC), and one designed for those students who may not be interested in transferring to a university. It is possible to complete an A.A./A.S. degree while also preparing for transfer. Consult a counselor for details.

FOR A CERTIFICATE: Complete course requirements for the major.

FOR BOTH OPTIONS, YOU MUST ALSO:

- Complete all major/certificate requirement courses with a grade of "C" or better in each course.
- Maintain a cumulative grade point average of 2.0 (“C”) or higher for all work attempted. A grade of “C” or better is also required in each course in Area A and Area B-4 (mathematics), of the general education pattern.*
- Complete 12 units at Gavilan ~~(Complete the last 12 units or have completed 48 units at Gavilan College)~~.
- Complete a graduation petition for each Associate Degree, Certificate of Achievement, Certificate of Proficiency and Award of Achievement they wish to receive. These petitions must be filed with the Admissions and Records office by mid-April for spring or summer graduation and mid-October for fall graduation.

General Education Reciprocity Agreement

The Gavilan Community College District has entered into a mutual agreement with seven other Community College Districts to accept the general education of these colleges. The participating colleges are: Chabot College (Hayward), De Anza College (Cupertino), Evergreen Valley College (San Jose), Foothill College (Los Altos Hills), Gavilan College (Gilroy), Las Positas (Livermore), Mission College (San Jose), Ohlone College (Fremont), San Jose City College (San Jose), West Valley College (Saratoga). Only the colleges listed participate in this agreement and these agreements are subject to change. Check with a counselor.

Students who obtain a Certification of Completion of Associate Degree General Education or complete an associate degree at any of the participating colleges will have both their general education course work and graduation proficiencies accepted as completed at any one of the participating campuses. No additional general education course work will be required if the certification is officially presented. Students will still be required to complete all major courses and prerequisites needed for a degree.

To obtain a Certification of Gavilan College General Education:

- Request a General Education Certification from the Gavilan College Admissions and Records Office.
- If transcripts are to be used from other colleges, official copies must be on file with the Records Office.
- A copy of the certification will be given to the student.
- Gavilan College will honor the certification presented from the participating colleges only if it is transmitted in the same manner as an official transcript. Student copies will not be honored.

Gavilan Associate Degree General Education Requirements



Graduation Requirements

File a Petition to Graduate with the Admissions and Records Office by April 1 for Spring or Summer graduation, and by October 1 to graduate at the end of the Fall Semester. One petition must be filed for each Associate Degree, Certificate of Achievement of Certificate of Proficiency you expect to receive.

Maintain a cumulative grade point average of 2.0 (“C”) or higher for all work attempted and a grade of “C” or higher in each major or certificate course.

Complete a minimum of 18 units of coursework in a major. Specific major course requirements are listed in the college catalog.

Complete a minimum of 60 semester units. Within the (60) unit requirement, the (9) units in Area A, and B-4 must be completed with a grade of “C" or better in each course. Complete 12 units at Gavilan College.

AREA A English Language, Communication, and Critical Thinking - 9 semester units

Select one course from each category. All courses must be completed with a grade of “C” or better.

A-1 Oral Communications

CMUN 1A - Introduction to Public Speaking - 3 units

CMUN 5 - Fundamentals of Communication Studies - 3 units

CMUN 8 - Interpersonal Communications - 3 units

CMUN 10 - Small Group Communication - 3 units

A-2 Written Communication

ENGL 1A - Composition - 4 units

AREA B Scientific Inquiry and Quantitative Reasoning

Select one course from each category. The Physical or Life Science course must include a laboratory (indicated below)

B-1 Physical Science

ASTR 1 - Intro to General Astronomy - 3 units

CHEM 1A - General Chemistry - 5 units (includes lab)

CHEM 1B - General Chemistry - 5 units (includes lab)

CHEM 12A - Organic Chemistry - 5 units (includes lab)

CHEM 12B - Organic Chemistry - 5 units (includes lab)

CHEM 30A - Elementary Chemistry - 4 units (includes lab)

CHEM 30B - Elementary Organic and Biochemistry - 4 units (includes lab)

GEOG 1 - Physical Geography - 3 units (includes lab)

GEOL 1 - Introduction to Geology - 4 units (includes lab)

PHYS 1 - Introduction to Physics - 4 units (includes lab)

PHYS 2A - General Physics I - 4 units (includes lab)

PHYS 2B - General Physics II - 4 units (includes lab)

PHYS 4A - Physics for Scientists and Engineers - Mechanics - 4 units (includes lab)

PHYS 4B - Physics for Scientists and Engineers - Electricity and Magnetism - 4 units (includes lab)

PHYS 4C - Physics for Scientists and Engineers - Heat, Optics, Modern Physics - 4 units (includes lab)

PSCI 1 - Principles of Physical Science - 3 units

PSCI 2 - Introduction to Meteorology - 3 units

PSCI 3 - Ocean Studies

B-2 Life Science

ANTH 1 - Intro to Physical Anthropology - 3 units

AH 8 - General Microbiology - 5 units

AH 9 - Human Physiology - 5 units

AH 15 - Survey of Human Anatomy and Physiology - 5 units

BIO 1 - Cell and Molecular Biology - 4 units (includes lab)

BIO 2 - Organismal Biology - 5 Units (includes lab)

BIO 4 - General Zoology - 4 units (includes lab)

BIO 5 - General Botany - 4 units (includes lab)

BIO 7 - Human Anatomy - 4 units (includes lab)

BIO 8 - General Microbiology - 5 units (includes lab)

BIO 9 - Human Physiology - 5 units (includes lab)

BIO 10 - Principles of Biology - 4 units (includes lab)

BIO 12 - Introduction to Human Biology - 4 units (includes lab)

BIO 13 - Marine Biology - 4 units (includes lab)

BIO 15 - Survey of Human Anatomy and Physiology - 5 units (includes lab)

ECOL 1 - Conservation of Natural Resources - 4 units (includes lab)

ENVS 1 - Introduction to Environmental Science - 4 units (includes lab)

B-3 Laboratory Activity

See courses that include lab in B-1 and B-2 Above

ANTH 1L - Physical Anthropology - 1 unit (includes lab)

B-4 Mathematics

One course:

Math 235, 240, 242, equivalent or a college level Math course. Grade “C” or better required.

AREA C Arts and Humanities 5 semester units.

Select one course from each category

C-1 Arts

ART 1A - Art History - 3 units

ART 1B - Art History - 3 units

ART 2A - Two Dimensional Design - 3 units

ART 4 - History of Photography 3 units (Approved for Fall 2019) - 3 units

ART 6 - Art Appreciation - 3 units

ART 8A - Beginning Photography Analog - Digital - 3 units

ART 10A - Cultural History of Ceramics - 3 units

ART 13 - Three Dimensional Design - 3 units

ART 3A - Drawing and Composition - 3 units

ART 14A - Intro to Murals - 3 units

ART 21 - Ancient Americas: A History Through Art - 3 units

ART 25A - Art Methods - 3 units

CD 25A - Art Methods - 3 units

CMUN 2 - Oral Interpretation - 3 units

DM 60 - Intro to Animation - 3 units

ENGL 9D - Creative Writing: Fiction - 3 units

HIST 21 - Ancient Americas: A History - 3 units

HUM 6 - Contemporary World Cinema - 3 units

HUM 10 - Approaches to Contemporary Film - 3 units

HUM 25 - Motion Picture Production - 3 units

MCTV 16 - History and Culture of TV, Film, and Media - 3 units

MUS 1A - Music, History, and Literature - 3 units

MUS 1B - Music, History, and Literature - 3 units

MUS 2 - History of Jazz and Rock - 3 units

MUS 3A - Harmony - Theory Musicianship I - 3 units

MUS 4A - Beginning Piano - 3 units

MUS 6 - Introduction to World Music - 3 units

MUS 15 - Music Appreciation - 3 units

THEA 1 - Theater History: Greece to Restoration - 3 units

THEA 3 - El Teatro Campesino - 3 units

THEA 4 - Oral Interpretation - 3 units

THEA 7 - Theater Appreciation - 3 units

THEA 12A - Fundamentals of Acting and Performance - 3 units

THEA 16 - History and Culture of TV, Film, and Media - 3 units

THEA 25 - Fundamentals of Costume Design - 3 units

THEA 26 - Script Analysis - 3 units

THEA 30 - Dance Appreciation - 3 units

C-2 Humanities

ART 11 - Creativity, Imagination, and Innovation - 3 units

ENGL 1B - Composition and Literature - 3 units

ENCL 1C - Critical Reasoning and Writing - 3 units

ENGL 2B - American Ethnic Literature - 3 units

ENGL 2C - Introduction to Film and Fiction - 3 units

ENGL 2E - Introduction to Women Writers - 3 units

ENGL 2F - Children’s Literature - 3 units

ENGL 2J - World Mythology - 3 units

ENGL 4A - British Literature 1449 - 1798 - 3 units

ENGL 4B - British Literature 1798 to Present - 3 units

ENGL 5A - Survey of American Literature 1620 - 1865 - 3 units

ENGL 5B - Survey of American Literature 1865 - Present - 3 units

ENGL 9A - Introduction to Creative Writing - 3 units

ENGL 9B - Advanced Creative Writing - 3 units

ENGL 9C - Creative Writing: Poetry - 3 units

ENGL 9D - Creative Writing: Fiction - 3 units

HIST 1 - United States History through Reconstruction - 3 units

HIST 2 - United States History - Reconstruction through the Present - 3 units

HIST 3 - History of California - 3 units

HIST 4A - Global History before 1500 - 3 units

HIST 4B - Global History after 1500 - 3 units

HIST 5 - Women’s Lives in Early United States History - 3 units

HIST 6 - Women’s Lives in Recent United States History - 3 units

HIST 7A - History of Western Civilization - 3 units

HIST 7B - History of Western Civilization - 3 units

HIST 12 - Mexican American Cultural History - 3 units

HUM 3 - Introduction to the Cinema - 3 units

HUM 4 - Introduction to the American Cinema - 3 units

HUM 10 - Approaches to Contemporary Film - 3 units

HUM 12 - Mexican American Cultural History - 3 units

JOUR 10 - Mass Media and Society - 3 units

PHIL 1 - Introduction to Philosophy - 3 units

PHIL 2 - Introduction to Logic - 3 units

PHIL 3A - Ethics - 3 units

PHIL 3B - Contemporary Moral Issues - 3 units

PHIL 4 - Critical Thinking and Writing - 3 Units

PHIL 6 - Comparative Religions - 3 units

PHIL 7A - History of Philosophy: Ancient to Medieval - 3 units

PHIL 7B - History of Philosophy: Renaissance to Modern - 3 units

PHIL 9 - Philosophy of Religion - 3 units

PHIL 12 - Introduction to Political Thought - 3 units

PHIL 15 - Asian Philosophies - 3 units

POLS 12 - Introduction to Political thought - 3 units

SOC 10 - Mass Media and Society - 3 units

Any Foreign Language Course:

CHN 1A - Elementary Mandarin - 5 units

CHN 1B - Elementary Mandarin - 5 units

FRNH 1A - Elementary French - 5 units

FRNH 1B - Elementary French - 5 units

FRNH 2A - Intermediate French - 5 units (approved for Fall 2019)

FRNH 2B - Intermediate French - 5 units (approved for Fall 2019)

JPN 1A - Elementary Japanese - 5 units

JPN 1B - Elementary Japanese - 5 units

SPAN 1A - Elementary Spanish - 5 units

SPAN 1B - Elementary Spanish - 5 units

SPAN 2A - Intermediate Spanish - 5 units

SPAN 2B - Intermediate Spanish - 5 units

SPAN 12A - Spanish for Spanish Speakers - 5 units

SPAN 12B - Spanish for Spanish Speakers - 5 units

AREA D Social Sciences 9 semester units or 12-15 quarter units

1 course from D-1 and 2 courses from D-2

D-1:

HIST 1 - United States History through Reconstruction - 3 units

HIST 2 - United States History - Reconstruction through the Present - 3 units

HIST 5 - Women’s Lives in Early United States History - 3 units

POLS 1 - Introduction to American Government - 3 units

D-2:

AJ 5 - Introduction to Modern International Terrorism - 3 units

AJ 10 - Introduction to Administration of Justice - 3 units

ANTH 2 - Introduction to Archeology - 3 units

ANTH 3 - Introduction to Cultural Anthropology - 3 units

ANTH 5 - Magic, Witchcraft and Religion - 3 units

ANTH 32 - Introduction to Research Methods - 3 units

BUS 1 - Fundamentals of Business - 3 units

CD 2 - Early Childhood Development - 3 units

CD 3 - Child Growth and Development - 3 units

CD 7 - The Cultural Context of Child and Family in a Diverse Society - 3 units

CD 40 - Child and Adolescent Development - 3 units

CMUN 4 - Intercultural Communication - 3 units

CMUN 6 - Introduction to Conflict Resolution - 3 units

ECON 1 - Principles of Macroeconomics - 3 units

ECON 2 - Principles of Microeconomics - 3 units

GEOG 2 - Cultural Geography - 3 units

HE 5 - Intro to Public Health - 3 units

HIST 1 - United States History through Reconstruction - 3 units

HIST 2 - United States History - Reconstruction through the Present - 3 units

HIST 3 - History of California - 3 units

HIST 4A - Global History before 1500 - 3 units

HIST 4B - Global History after 1500 - 3 units

HIST 5 - Women’s Lives in Early United States History - 3 units

HIST 12 - Mexican American Cultural History - 3 units

HUM 12 - Mexican American Cultural History - 3 units

JOUR 10 - Mass Media and Society - 3 units

POLS 1 - Introduction to American Government - 3 units

POLS 3 - Introduction to Comparative Politics - 3 units

POLS 4 - Introduction to International Relations - 3 units

POLS 5 - Introduction to Modern International Terrorism - 3 units

POLS 6 - Introduction to Conflict Resolution - 3 units

POLS 7 - Introduction to California Government and Politics - 3 units

POLS 10 - Introduction to Political Science - 3 units

POLS 12 - Introduction to Political Thought - 3 units

POLS 32 - Introduction to Research Methods - 3 units

PSYC 2 - Early Child Development - 3 units

PSYC 3 - Child Growth and Development During the School Years - 3 units

PSYC 6 - Introduction to Conflict Resolution - 3 units

PSYC 7 - The Cultural Context of Child and Family in a Diverse Society- 3 units

PSYC 10 - Introduction to Psychology - 3 units

PSYC 11 - Biological Psychology - 3 units

PSYC 32 - Introduction to Research Methods - 3 units

PSYC 40 - Child and Adolescent Development - 3 units

SJS 5 - Introduction to Women's Studies - 3 units (Approved for Fall 2019)

SOC 1A - Introduction to Sociology - 3 units

SOC 1B - Introduction to Sociology: Social Problems - 3 units

SOC 3 - Sociology of Race, Ethnicity, and Cultural Identity - 3 units

SOC 4 - Sociology of Women and Men- 3 units

SOC 10 - Mass Media and Society - 3 units

AREA E Lifelong Learning and Self-Development 3 units

One unit from Kinesiology or ATH activity plus two units from:

AH 3 - The Person in the Life Cycle - 3 units

AH 11 - Nutrition - 3 units

AH 30 - Standard First Aid and CPR - 3 units

BIO 11- Nutrition - 3 units

CD 2 - Early Childhood Development - 3 units

CD 3 - Child Growth and Development - 3 units

CSIS 1 - Computer Literacy - MS Office - 3 units

CSIS 2 - Computers in Business - MS Office - 3 units

CSIS 6 - Web Page Authoring I - 3 units

CSIS 8 - Introduction to the Internet - 3 units

CSIS 45 - C++ Programming - 3 units

CSIS 51 - Visual Basic.Net Programming - 3 units

DM 6 - Web Page Authoring I - 3 units

GUID 1 - Self-Assessment and Career Development - 3 units

GUID 6 - Life Skills for Higher Eduction - 2 units

GUID 52 - Peer Mentoring, Education, and Leadership - 1 unit

GUID 210 - College Orientation - .5 unit

HE 1 - Health Education - 3 units

HE 2 - Human Sexuality - 3 units

HE/KIN 92 - Stress Management - 3 units

KIN 1 - Orientation to Athlete Success - 1 unit

KIN ACTIVITY

KIN 8 - Introduction to Sports Psychology - 3 units

LIB 6 - Web Page Authoring I - 2 units

PHIL 3B - Contemporary Moral Issues - 3 units

PHIL 9 - Philosophy of Religion - 3 units

POLS 27 - Contemporary Leadership - 3 units

PSYC 2 - Early Child Development - 3 units

PSYC 3 - Child Growth and Development During the School Years - 3 units

PSYC 5 - Self-Assessment and Career Development - 3 units

PSYC 27 - Contemporary Leadership - 3 units

PSYC 52 - Peer Counseling - 2 units

SOC 21 - Marriage and the Family - 3 units

AREA F Cultural Diversity 6 units

2 courses from the following list; courses listed under more than one area may be used, double-counted, to satisfy other general education requirements.

AH 3 - The Person in the Life Cycle - 3 units

AH 11 - Nutrition - 3 units

AH 180 - Fundamentals of Nursing, Convalescent - 8.5 units

AJ 10 - Introduction to the Administration of Justice - 3 units

AH 18 - Community and Human Relations - 3 units

ANTH 1 - Intro to Physical Anthropology - 3 units

ANTH 2 - Introduction to Archeology - 3 units

ANTH 3 - Introduction to Cultural Anthropology - 3 units

ANTH 5 - Magic, Witchcraft and Religion - 3 units

ANTH 7 - Introduction to Biosocial Anthropology - 3 units

ART 1A - Art History - 3 units

ART 6 - Art Appreciation - 3 units

ART 7A - Beginning Ceramics - 3 units

ART 7B - Intermediate Ceramics - 3 units

ART 7C - Advanced Ceramics - 3 units

ART 10A - Cultural History of Ceramics - 3 units

ART 11 - Creativity, Imagination and Innovation - 3 units

ART 14A - Intro to Murals - 3 units

ART 21 - Ancient Americas: A History Through Art - 3 units

BIO 11- Nutrition - 3 units

BUS 1 - Fundamentals of Business - 3 units

BUS 100 - Business Correspondence - 3 units

BOT 100 - Business Correspondence - 3 units

CD 7 - The Cultural Context of Child and Family in a Diverse Society - 3 units

CD 8A - American Education own a Changing World - 3 units

CD 8B - Teaching Reading and Writing to Children - 3 units

CD 11A - Administration of Programs for Young Children- 3 units

CD 11B - Leadership and Administration of Early Childhood Programs- 3 units

CMUN 4 - Intercultural Communication - 3 units

CMUN 8 - Interpersonal Communication- 3 units

ENGL 1B - Composition and Literature - 3 units

ENGL 2B - American Ethnic Literature - 3 units

ENGL 2E - Introduction to Women Writers - 3 units

ENGL 2F - Children’s Literature - 3 units

ENGL 2J - World Mythology - 3 units

ENGL 4B - British Literature 1798 to Present - 3 units

ENGL 5A - Survey of American Literature 1620 - 1865 - 3 units

ENGL 5B - Survey of American Literature 1865 - Present - 3 units

ENVS 1 - Introduction to Environmental Science - 4 units (includes lab)

FRNH 1A - Elementary French - 5 units

FRNH 1B - Elementary French - 5 units

GEOG 2 - Cultural Geography - 3 units

HE 2 - Human Sexuality - 3 units

HIST 1 - United States History through Reconstruction - 3 units

HIST 3 - History of California - 3 units

HIST 4A - Global History before 1500 - 3 units

HIST 4B - Global History after 1500 - 3 units

HIST 5 - Women’s Lives in Early United States History - 3 units

HIST 6 - Women’s Lives in Recent United States History - 3 units

HIST 12 - Mexican American Cultural History - 3 units

HIST 21 - Ancient Americas: A History - 3 units

HUM 6 - Contemporary World Cinema - 3 units

HUM 10 - Approaches to Contemporary Film - 3 units

HUM 12 - Mexican American Cultural History - 3 units

JPN 1A - Elementary Japanese - 5 units

JPN 1B - Elementary Japanese - 5 units

KIN 15 - Sports and Society- 3 units

MCTV 16 - History and Culture of TV, Film, and Media - 3 units

MUS 2 - History of Jazz and Rock - 3 units

MUS 6 - Introduction to World Music - 3 units

PHIL 6 - Comparative Religions - 3 units

PHIL 15 - Asian Philosophies - 3 units

POLS 1 - Introduction to American Government - 3 units

POLS 3 - Introduction to Comparative Politics - 3 units

POLS 4 - Introduction to International Relations - 3 units

POLS 7 - Introduction to California Government and Politics- 3 units

POLS 10 - Introduction to Political Science - 3 units

PSYC 7 - The Cultural Context of Child and Family in a Diverse Society- 3 units

PSYC 10 - Introduction to Psychology - 3 units

SJS 5 - Introduction to Women’s Studies - 3 units (Approved for Fall 2019)

SOC 3 - Sociology of Race, Ethnicity, and Cultural Identity - 3 units

SPAN 1A - Elementary Spanish - 5 units

SPAN 1B - Elementary Spanish - 5 units

SPAN 2A - Intermediate Spanish - 5 units

SPAN 2B - Intermediate Spanish - 5 units

SPAN 12A - Spanish for Spanish Speakers - 5 units

SPAN 12B - Spanish for Spanish Speakers - 5 units

THEA 1 - Theater History: Greece to Restoration - 3 units

THEA 3 - El Teatro Campesino - 3 units

THEA 16 - History and Culture of TV, Film, and Media - 3 units

THEA 21 - Mexican Dance and Folklore - 1 unit

UC/CSU Intersegmental General Education Transfer Curriculum (IGETC)



UC / CSU Intersegmental General Education (IGETC) 2020-2021

Completion of all the requirements in the IGETC will permit you to transfer from a community college to the California State University or University of California without the need, after transfer, to take additional lower-division general education courses to satisfy campus general education requirements. All areas must be satisfied, and all courses must be completed with a grade of “C” or better before the IGETC can be certified. (See requirements for partial IGETC certification in catalog.) You are strongly advised to complete a total of 60 transferable units before transferring. These will include the IGETC requirements, “major” prerequisites, and elective courses if needed. Students should request an IGETC certification from the office of Admissions and Records before transferring.

AREA 1 - English Communication

CSU - 3 courses required, one each from Group 1-A, 1-B, and 1-C
UC - 2 courses required, one each from Group 1-A and 1-B

1-A English Composition
ENGL 1A - Composition - 4 units

1-B Critical Thinking / English Composition
ENGL 1C - Critical Reasoning and Writing - 3 units

PHIL 4 - Critical Thinking and Writing - 3 units

1-C Oral Communication (CSU Requirement only)
CMUN 1A - Introduction to Public Speaking - 3 units
CMUN 5 - Fundamentals of Communication Studies - 3 units
CMUN 8 - Interpersonal Communications - 3 units
CMUN 10 - Small Group Communication - 3 units

AREA 2 - Mathematical Concepts and Quantitative Reasoning 1 course, 3 semester, 4-5 quarter units

2-A Math
BUS 11 - Statistics for Business and Economics - 4 units
ECON 11 - Statistics for Business and Economics - 4 units
MATH 1A - Single Variable Calculus and Analytic Geometry - 4 units
MATH 1B - Single Variable Calculus and Analytic Geometry - 4 units
MATH 1C - Multivariable Calculus - 4 units
MATH 2 - Linear Algebra - 3 units
MATH 2C - Differential Equations - 3 units
MATH 5 - Introduction to Statistics - 3 units
MATH 6 - Calculus for Business / Social Science - 3 units
MATH 7 - Finite Mathematics - 3 units
MATH 8A - First Half of Precalculus - 4 units
MATH 8B - Second Half of Precalculus - 4 units
MATH 11 - Integrated Precalculus - 8 units
MATH 14 - Math for the Liberal Arts - 3 units
MATH 16 - Discrete Math - 4 units

AREA 3 Arts and Humanities 9 semester, 12-15 quarter units

3-A Arts
ART 1A - Art History - 3 units
ART 1B - Art History - 3 units
ART 4 - History of Photography 3 units (Approved for Fall 2019) - 3 units
ART 6 - Art Appreciation - 3 units
ART 21 - Ancient Americas: A History Through Art - 3 units
HIST 21 - Ancient Americas: A History - 3 units
HUM 6 - Contemporary World Cinema - 3 units
MCTV 16 - History and Culture of TV, Film, and Media - 3 units
MUS 1A - Music, History, and Literature - 3 units
MUS 1B - Music, History, and Literature - 3 units
MUS 2 - History of Jazz and Rock - 3 units
MUS 6 - Introduction to World Music - 3 units
MUS 15 - Music Appreciation - 3 units
THEA 1 - Theater History: Greece to Restoration - 3 units
THEA 3 - El Teatro Campesino - 3 units
THEA 7 - Theater Appreciation - 3 units
THEA 16 - History and Culture of TV, Film, and Media - 3 units

3-B Humanities
ENGL 1B - Composition and Literature - 3 units
ENGL 2B - American Ethnic Literature - v
ENGL 2C - Introduction to Film and Fiction - 3 units

ENGL 2E - Introduction to Women Writers - 3 units
ENGL 2F - Children's Literature - 3 units
ENGL 2J - World Mythology - 3 units
ENGL 4A - British Literature 1449 - 1798 - 3 units
ENGL 4B - British Literature 1798 to Present - 3 units
ENGL 5A - Survey of American Literature 1620 - 1865 - 3 units
ENGL 5B - Survey of American Literature 1865 - Present - 3 units
FRNH 2A - Intermediate French - 5 units (approved for Fall 2019)
FRNH 2B - Intermediate French - 5 units (approved for Fall 2019)
HIST 1 - United States History through Reconstruction - 3 units
HIST 2 - United States History - Reconstruction through the Present - 3 units
HIST 3 - History of California - 3 units
HIST 4A - Global History before 1500 - 3 units
HIST 4B - Global History after 1500 - 3 units
HIST 5 - Women's Lives in Early United States History - 3 units
HIST 6 - Women's Lives in Recent United States History - 3 units
HIST 7A - History of Western Civilization - 3 units
HIST 7B - History of Western Civilization - 3 units
HIST 12 - Mexican American Cultural History - 3 units
HUM 3 - Introduction to the Cinema - 3 units
HUM 4 - Introduction to the American Cinema - 3 units
HUM 10 - Approaches to Contemporary Film - 3 units
HUM 12 - Mexican American Cultural History - 3 units
PHIL 1 - Introduction to Philosophy - 3 units
PHIL 3A - Ethics - 3 units
PHIL 3B - Contemporary Moral Issues - 3 units
PHIL 6 - Comparative Religions - 3 units
PHIL 7A - History of Philosophy: Ancient to Medieval - 3 units
PHIL 7B - History of Philosophy: Renaissance to Modern - 3 units
PHIL 9 - Philosophy of Religion - 3 units
PHIL 12 - Introduction to Political Thought - 3 units
PHIL 15 - Asian Philosophies - 3 units
POLS 12 - Intro to Political Thougtht - 3 units
SPAN 2A - Intermediate Spanish - 5 units
SPAN 2B - Intermediate Spanish - 5 units

AREA 4 Social Sciences and Behavioral Sciences 9 semester units or 12-15 quarter units; Three courses required from at least two academic disciplines

AJ 5 - Introduction to Modern International Terrorism - 3 units
AJ 10 - Introduction to Administration of Justice - 3 units
ANTH 2 - Introduction to Archeology - 3 units
ANTH 3 - Introduction to Cultural Anthropology - 3 units
ANTH 5 - Magic, Witchcraft and Religion - 3 units
ANTH 32 - Introduction to Research Methods - 3 units
CD 2 - Early Childhood Development - 3 units
CD 3 - Child Growth and Development - 3 units
CD 40 - Child and Adolescent Development - 3 units
CMUN 4 - Intercultural Communication - 3 units
ECON 1 - Principles of Macroeconomics - 3 units
ECON 2 - Principles of Microeconomics - 3 units
GEOG 2 - Cultural Geography - 3 units

HIST 1 - United States History through Reconstruction - 3 units
HIST 2 - United States History - Reconstruction through the Present - 3 units
HIST 3 - History of California - 3 units
HIST 4A - Global History before 1500 - 3 units
HIST 4B - Global History after 1500 - 3 units
HIST 5 - Women's Lives in Early United States History - 3 units
HIST 6 - Women's Lives in Recent United States History - 3 units
HIST 12 - Mexican American Cultural History - 3 units
HUM 12 - Mexican American Cultural History - 3 units
JOUR 10 Mass Media and Society - 3 units
POLS 1 - Introduction to American Government - 3 units
POLS 3 - Introduction to Comparative Politics - 3 units
POLS 4 - Introduction to International Relations - 3 units
POLS 5 - Introduction to Modern International Terrorism - 3 units
POLS 7 - Introduction to California Government and Politics - 3 units
POLS 10 - Introduction to Political Science - 3 units
POLS 32 - Introduction to Research Methods - 3 units
PSYC 2 - Early Child Development - 3 units
PSYC 3 - Child Growth and Development During the School Years - 3 units
PSYC 10 - Introduction to Psychology - 3 units
PSYC 11 - Biological Psychology - 3 units
PSYC 32 - Introduction to Research Methods - 3 units
PSYC 40 - Child and Adolescent Development - 3 units
SJS 5 - Introduction to Women's Studies - 3 units (Approved for Fall 2019)
SOC 1A - Introduction to Sociology - 3 units
SOC 1B - Introduction to Sociology: Social Problems - 3 units
SOC 3 - Sociology of Race, Ethnicity, and Cultural Identity - 3 units
SOC 4 - Sociology of Women and Men- 3 units
SOC 10 - Mass Media and Society - 3 units

AREA 5 Physical and Biological Sciences 7- 9 semester units or 9-12 quarter units
At least 2 courses, one Physical Science and one Biological Science course; at least one must include a laboratory.
~ indicates that transfer credit may be limited by UC or CSU or both. Please consult with a counselor prior to enrolling.

5-A Physical Science
ASTR 1 - Intro to General Astronomy - 3 units
CHEM 1A - General Chemistry - 5 units (includes lab)
CHEM 1B - General Chemistry - 5 units (includes lab)
CHEM 12A - Organic Chemistry - 5 units (includes lab)
CHEM 12B - Organic Chemistry - 5 units (includes lab)
~CHEM 30A - Elementary Chemistry - 4 units (includes lab)
CHEM 30B - Elementary Organic and Biochemistry - 4 units (includes lab)
GEOG 1 - Physical Geography - 3 units (includes lab)
GEOL 1 - Introduction to Geology - 4 units (includes lab)
~PHYS 1 - Introduction to Physics - 4 units (includes lab)
~PHYS 2A - General Physics I - 4 units (includes lab)
~PHYS 2B - General Physics II - 4 units (includes lab)
~PHYS 4A - Physics for Scientists and Engineers - Mechanics - 4 units (includes lab)
~PHYS 4B - Physics for Scientists and Engineers - Electricity and Magnetism - 4 units (includes lab)

~PHYS 4C - Physics for Scientists and Engineers - Heat, Optics, Modern Physics - 4 units (includes lab)
~PSCI 1 - Principles of Physical Science - 3 units
PSCI 2 - Introduction to Meteorology - 3 units
PSCI 3 - Ocean Studies

5-B Biological Science
AH 8 - General Microbiology - 5 units (includes lab)
~AH 9 - Human Physiology - 5 units (includes lab)
~AH 15 - Survey of Human Anatomy and Physiology - 5 units (includes lab)
ANTH 1 - Intro to Physical Anthropology - 3 units
ANTH 1L - Physical Anthropology - 1 unit (includes lab)
BIO 1 - Cell and Molecular Biology - 4 units (includes lab)
BIO 2 - Organismal Biology - 5 units (includes lab)
BIO 4 - General Zoology - 4 units (includes lab)
BIO 5 - General Botany - 4 units (includes lab)
~BIO 7 - Human Anatomy - 4 units (includes lab)
BIO 8 - General Microbiology - 5 units (includes lab)
~BIO 9 - Human Physiology - 5 units (includes lab)
BIO 10 - Principles of Biology - 4 units (includes lab)
BIO 12 - Introduction to Human Biology - 4 units (includes lab)
BIO 13 - Marine Biology - 4 units (includes lab)
~BIO 15 - Survey of Human Anatomy and Physiology - 5 units (includes lab)
ECOL 1 - Conservation of Natural Resources - 4 units (includes lab)
ENVS 1 - Introduction to Environmental Science - 4 units (includes lab)

5-C Laboratory Activity
See Areas 5-A and 5-B above

AREA 6 Language other than English (LOTE)
(UC Requirement Only) Proficiency equivalent to two years of high school study in the same language. Official transcripts are required.
~ indicates that transfer credit may be limited by UC or CSU or both. Please consult with a counselor prior to enrolling.
*Courses listed in multiple areas shall not be certified in more than one area except for courses in languages Other Than English which can be certified in both areas 3B and 6A.

6-A Language Other Than English
CHN 1B - Elementary Mandarin - 5 units
FRNH 1B - Elementary French - 5 units
*FRNH 2A - Intermediate French - 5 units
*FRNH 2B - Intermediate French - 5 units
JPN 1B - Elementary Japanese - 5 units
SPAN 1B - Elementary Spanish - 5 units
SPAN 2A - Intermediate Spanish - 5 units
SPAN 2B - Intermediate Spanish - 5 units
~SPAN 12A - Spanish for Spanish Speakers - 5 units
~SPAN 12B - Spanish for Spanish Speakers - 5 units

CSU Graduation Requirement in U.S. History, Constitution and American Ideals
Not part of IGETC. (May be completed prior to transfer.) For the baccalaureate degree, CSU requires one of the following combinations:

- HIST 1 & HIST 2
- POL 1 with either HIST 1 or HIST 2

SUPPLEMENTARY NOTES

1. A single course, even though listed in more than one place, can only be used to satisfy one subject area of the IGETC
2. IGETC is not advisable for high-unit majors, e.g. sciences, engineering
3. Revelle College at UC San Diego does not accept the IGETC
4. IGETC may not be appropriate for students who have completed courses at a CSU or UC campus
5. “Double counting” of courses toward the major is not limited by the IGETC, but may be limited by other directives. The UC will also allow IGETC courses to count toward major requirements. CSU campus limitations on double-counting of general education courses toward major participation are not changed by the IGETC.

CSU STEM Majors
Approved CSU ADT (Associate Degrees for Transfer) in Biology and Chemistry require one less class in Area 3 and one less class in Area 4 (in different disciplines)

LOTE is not required for IGETC certification.

CSU General Education (BREADTH) Requirements



Students transferring to the California State University system will qualify for admission as upper division transfers if they have completed (60) transferable units with a GPA of 2.0 ("C") or better (non-residents 2.4 or better). Within the (60) unit requirement, the (9) units in Area A, Area B-4 (Mathematics), and (18) additional semester units of general education coursework must be completed with a grade of 2.0 or better in each course. Students who complete the following pattern will have satisfied the lower division General Education requirements for the California State University BA/BS degree. A minimum of (9) semester units of General Ed coursework must be completed at the upper division level after transfer; some CSU campuses require more than (9) units. (See a counselor for further information.) Courses listed under more than one discipline may be used only once to satisfy an area. Students should request a general education certification from the office of Admissions and Records before transferring.

AREA A English Language, Communication, and Critical Thinking

9 semester units or 12-15 quarter units. Select one course from each category. All courses must be completed with a grade of “C” or better.

A-1 Oral Communications

CMUN 1A - Introduction to Public Speaking - 3 units

CMUN 5 - Fundamentals of Communication Studies - 3 units

CMUN 8 - Interpersonal Communications - 3 units

CMUN 10 - Small Group Communication - 3 units

A-2 Written Communication

ENGL 1A - Composition - 4 units

A-3 Critical Thinking

ENGL 1C - Critical Reasoning and Writing - 3 units

PHIL 2 - Introduction to Logic - 3 units

PHIL 4 - Critical Thinking and Writing - 3 units

AREA B Scientific Inquiry and Quantitative Reasoning

9 semester units or 12-15 quarter units. Select one course from each category. The Physical or Life Science course must include a laboratory (indicated below)

B-1 Physical Science

ASTR 1 - Intro to General Astronomy - 3 units

CHEM 1A - General Chemistry - 5 units (includes lab)

CHEM 1B - General Chemistry - 5 units (includes lab)

CHEM 12A - Organic Chemistry - 5 units (includes lab)

CHEM 12B - Organic Chemistry - 5 units (includes lab)

CHEM 30A - Elementary Chemistry - 4 units (includes lab)

CHEM 30B - Elementary Organic and Biochemistry - 4 units (includes lab)

GEOG 1 - Physical Geography - 3 units (includes lab)

GEOL 1 - Introduction to Geology - 4 units (includes lab)

PHYS 1 - Introduction to Physics - 4 units (includes lab)

PHYS 2A - General Physics I - 4 units (includes lab)

PHYS 2B - General Physics II - 4 units (includes lab)

PHYS 4A - Physics for Scientists and Engineers - Mechanics - 4 units (includes lab)

PHYS 4B - Physics for Scientists and Engineers - Electricity and Magnetism - 4 units (includes lab)

PHYS 4C - Physics for Scientists and Engineers - Heat, Optics, Modern Physics - 4 units (includes lab)

PSCI 1 - Principles of Physical Science - 3 units

PSCI 2 - Introduction to Meteorology - 3 units

PSCI 3 - Ocean Studies

B-2 Life Science

ANTH 1 - Intro to Physical Anthropology - 3 units

ANTH 1L - Physical Anthropology - 1 unit (includes lab)

BIO 1 - Cell and Molecular Biology - 4 units (includes lab)

BIO 2- Organismal Biology - 5 units (includes lab)

BIO 4 - General Zoology - 4 units (includes lab)

BIO 5 - General Botany - 4 units (includes lab)

BIO 7 - Human Anatomy - 4 units (includes lab)

BIO / AH 8 - General Microbiology - 5 units (includes lab)

BIO / AH 9 - Human Physiology - 5 units (includes lab)

BIO 10 - Principles of Biology - 4 units (includes lab)

BIO 12 - Introduction to Human Biology - 4 units (includes lab)

BIO 13 - Marine Biology - 4 units (includes lab)

BIO / AH 15 - Survey of Human Anatomy and Physiology - 5 units (includes lab)

ECOL 1 - Conservation of Natural Resources - 4 units (includes lab)

ENVS 1 - Introduction to Environmental Science - 4 units (includes lab)

B-3 Laboratory Activity

See Areas B-1 and B-2 Above

Associated with a course taken to satisfy B-1 or B-2

B- 4 Laboratory Activity

Grade "C" or better is required.

BUS 11 - Statistics for Bus and Econ - 4 units

ECON 11 - Statistics for Bus and Econ - 4 units

MATH 1A - Single-Variable Calculus and Analytic Geometry - 4 units

MATH 1B - Single-Variable Calculus and Analytic Geometry - 4 units

MATH 1C - Multivariable Calculus - 4 units

MATH 2 - Linear Algebra - 3 units

MATH 2C - Differential Equations - 3 units

MATH 5 - Introductions to Statistics - 3 units

MATH 6 - Calculus for Bus/Social Science - 3 units

MATH 7 - Finite Mathematics - 3 units

MATH 8A - First Half of Precalculus - 4 units

MATH 8B - Second Half of Precalculus - 4 units

MATH 11 - Integrated Precalculus - 8 units

MATH 12 - Math for Elementary Teachers - 3 units

MATH 14 - Math for Liberal Arts - 3 units

MATH 16 - Discrete Math - 4 units

AREA C Arts and Humanities

9 semester units or 12-15 quarter units. Complete 3 courses minimum with at least one course from Area C-1 and one from Area C-2

C-1 Arts

ART 1A - Art History - 3 units

ART 1B - Art History - 3 units

ART 2A - Two Dimensional Design - 3 units

ART 4 - History of Photography 3 units (Approved for Fall 2019) - 3 units

ART 6 - Art Appreciation - 3 units

ART 8A - Beginning Photography Analog - Digital - 3 units

ART 10A - Cultural History of Ceramics - 3 units

ART 13 - Three Dimensional Design - 3 units

ART 3A - Drawing and Composition - 3 units

ART 14A - Intro to Murals - 3 units

ART 21 - Ancient Americas: A History Through Art - 3 units

ART 25A - Art Methods - 3 units

CD 25A - Art Methods - 3 units

CMUN 2 - Oral Interpretation - 3 units

DM 60 - Intro to Animation - 3 units

ENGL 9D - Creative Writing: Fiction - 3 units

HIST 21 - Ancient Americas: A History - 3 units

HUM 6 - Contemporary World Cinema - 3 units

HUM 10 - Approaches to Contemporary Film - 3 units

MCTV 16 - History and Culture of TV, Film, and Media - 3 units

MUS 1A - Music, History, and Literature - 3 units

MUS 1B - Music, History, and Literature - 3 units

MUS 2 - History of Jazz and Rock - 3 units

MUS 3A - Harmony - Theory Musicianship I - 3 units

MUS 4A - Beginning Piano - 3 units

MUS 6 - Introduction to World Music - 3 units

MUS 15 - Music Appreciation - 3 units

THEA 1 - Theater History: Greece to Restoration - 3 units

THEA 3 - El Teatro Campesino - 3 units

THEA 4 - Oral Interpretation - 3 units

THEA 7 - Theater Appreciation - 3 units

THEA 12A - Fundamentals of Acting and Performance - 3 units

THEA 16 - History and Culture of TV, Film, and Media - 3 units

THEA 30 - Dance Appreciation - 3 units

THEA 25 - Fundamentals of Costume Design - 3 units

THEA 26 - Script Analysis - 3 units

C-2 Humanities

ART 11 - Creativity, Imagination, and Innovation - 3 units

CHN 1A - Elementary Mandarin - 5 units

CHN 1B - Elementary Mandarin - 5 units

ENGL 1B - Composition and Literature - 3 units

ENGL 2B - American Ethnic Literature - 3 units

ENGL 2C - Introduction to Film and Fiction - 3 units

ENGL 2E - Introduction to Women Writers - 3 units

ENGL 2F - Children's Literature - 3 units

ENGL 2J - World Mythology - 3 units

ENGL 4A - British Literature 1449 - 1798 - 3 units

ENGL 4B - British Literature 1798 to Present - 3 units

ENGL 5A - Survey of American Literature 1620 - 1865 - 3 units

ENGL 5B - Survey of American Literature 1865 - Present - 3 units

ENGL 9A - Introduction to Creative Writing - 3 units

ENGL 9B - Advanced Creative Writing - 3 units

ENGL 9C - Creative Writing: Poetry - 3 units

FRNH 1A - Elementary French - 5 units

FRNH 1B - Elementary French - 5 units

FRNH 2A - Intermediate French - 5 units

FRNH 2B - Intermediate French - 5 units

HIST 1 - United States History through Reconstruction - 3 units

HIST 2 - United States History - Reconstruction through the Present - 3 units

HIST 3 - History of California - 3 units

HIST 4A - Global History before 1500 - 3 units

HIST 4B - Global History after 1500 - 3 units

HIST 5 - Women's Lives in Early United States History - 3 units

HIST 6 - Women's Lives in Recent United States History - 3 units

HIST 7A - History of Western Civilization - 3 units

HIST 7B - History of Western Civilization - 3 units

HIST 12 - Mexican American Cultural History - 3 units

HUM 3 - Introduction to the Cinema - 3 units

HUM 4 - Introduction to American Cinema - 3 units

HUM 10 - Approaches to Contemporary Film - 3 units

HUM 12 - Mexican American Cultural History - 3 units

JPN 1A - Elementary Japanese - 5 units

JPN 1B - Elementary Japanese - 5 units

JOUR 10 - Mass Media and Society - 3 units

PHIL 1 - Introduction to Philosophy - 3 units

PHIL 3A - Ethics - 3 units

PHIL 3B - Contemporary Moral Issues - 3 units

PHIL 6 - Comparative Religions - 3 units

PHIL 7A - History of Philosophy: Ancient to Medieval - 3 units

PHIL 7B - History of Philosophy: Renaissance to Modern - 3 units

PHIL 9 - Philosophy of Religion - 3 units

PHIL 12 - Introduction to Political Thought - 3 units

PHIL 15 - Asian Philosophies - 3 units

SOC 10 - Mass Media and Society - 3 units

SPAN 1A - Elementary Spanish - 5 units

SPAN 1B - Elementary Spanish - 5 units

SPAN 2A - Intermediate Spanish - 5 units

SPAN 2B - Intermediate Spanish - 5 units

SPAN 12A - Spanish for Spanish Speakers - 5 units

SPAN 12B - Spanish for Spanish Speakers - 5 units

AREA D Social Sciences

9 semester units or 12-15 quarter units. 1 course from Requirement I and two (2) courses from Requirement 2

Requirement 1

HIST 1 - United States History through Reconstruction - 3 units

HIST 2 - United States History - Reconstruction through the Present - 3 units

POLS 1 - Introduction to American Government - 3 units

NOTE: For the baccalaureate degree, one of the following combinations will satisfy the CSU graduation requirements in US History, Constitution and American Ideals: HIST 1 & 2 or POLS 1 & HIST 1 or 2

Requirement 2: 2 courses from at least two disciplines

AJ 5 - Introduction to Modern International Terrorism - 3 units

AJ 10 - Introduction to Administration of Justice - 3 units

ANTH 2 - Introduction to Archeology - 3 units

ANTH 3 - Introduction to Cultural Anthropology - 3 units

ANTH 5 - Magic, Witchcraft and Religion - 3 units

ANTH 32 - Introduction to Research Methods - 3 units

CD 2 - Early Childhood Development - 3 units

CD 3 - Child Growth and Development - 3 units

CD 7 - The Cultural Context of Child and Family in a Diverse Society - 3 units

CD 40 - Child and Adolescent Development - 3 units

CMUN 4 - Intercultural Communication - 3 units

CMUN 6 - Introduction to Conflict Resolution - 3 units

ECON 1 - Principles of Macroeconomics - 3 units

ECON 2 - Principles of Microeconomics - 3 units

GEOG 2 - Cultural Geography - 3 units

JOUR 10 - Mass Media and Society - 3 units

HE 5 - Intro to Public Health - 3 units

HIST 1 - United States History through Reconstruction - 3 units

HIST 2 - United States History - Reconstruction through the Present - 3 units

HIST 3 - History of California - 3 units

HIST 4A - Global History before 1500 - 3 units

HIST 4B - Global History after 1500 - 3 units

HIST 5 - Women’s Lives in Early United States History - 3 units

HIST 6 - Women’s Lives in Recent United States History - 3 units

HIST 12 - Mexican American Cultural History - 3 units

HUM 12 - Mexican American Cultural History - 3 units

PHIL 12 - Introduction to Political Thought - 3 units

POLS 1 - Introduction to American Government - 3 units

POLS 3 - Introduction to Comparative Politics - 3 units

POLS 4 - Introduction to International Relations - 3 units

POLS 5 - Introduction to Modern International Terrorism - 3 units

POLS 6 - Introduction to Conflict Resolution - 3 units

POLS 10 - Introduction to Political Science - 3 units

POLS 12 - Introduction to Political Thought - 3 units

POLS 32 - Introduction to Research Methods - 3 units

PSYCH 2 - Early Child Development - 3 units

PSYCH 3 - Child Growth and Development During the School Years - 3 units

PSYCH 6 - Introduction to Conflict Resolution - 3 units

PSYCH 7 - The Cultural Context of Child and Family in a Diverse Society- 3 units

PSYCH 10 - Introduction to Psychology - 3 units

PSYCH 11 - Biological Psychology - 3 units

PSYCH 32 - Introduction to Research Methods - 3 units

PSYCH 40 - Child and Adolescent Development - 3 units

SJS 4 - Introduction to Women's Studies - 3 units (Approved for Fall 2019)

SOC 1A - Introduction to Sociology - 3 units

SOC 1B - Introduction to Sociology: Social Problems - 3 units

SOC 3 - Sociology of Race, Ethnicity, and Cultural Identity - 3 units

SOC 4 - Sociology of Women and Men- 3 units

SOC 10 - Mass Media and Society - 3 units

AREA E Lifelong Learning and Self-Development

3 units: a maximum of one unit may be from Kinesiology or ATH activity

AH3 - The Person in the Life Cycle - 3 units

AH 11 - Nutrition - 3 units

GUID 1 - Self-Assessment and Career Development - 3 units

GUID 6 - Life Skills for Higher Eduction - 2 units

GUID 27 - Contemporary Leadership - 3 units

HE 1 - Health Education - 3 units

HE 2 - Human Sexuality - 3 units

HE/KIN 92 - Stress Management - 3 units

KIN 1 - Orientation to Athlete Success - 1 unit

KIN ACTIVITY

KIN 8 - Introduction to Sports Psychology - 3 units

PSYCH 5 - Self-Assessment and Career Development - 3 units

PSYCH 27 - Contemporary Leadership - 3 units

SOC 21 - Marriage and the Family - 3 units

Degree Patterns

splash page

- Gavilan College General Education Associate Degree Pattern
- CSU (Breadth) Degree Pattern
- Intersegmental General Education Transfer Curriculum (IGETC)

Career Education



Career Education Options

Gavilan offers three types of CE program awards:

- Associate Degree (Associate in Arts, Associate in Science, Associate in Arts for Transfer, Associate in Science for Transfer)
- Certificate of Achievement (requires 18 or more units)
- Certificate of Proficiency (requires fewer than 18 units)

All provide instruction in the skills and knowledge needed to enter a skilled or semi-professional occupation. Associate degree programs require completion of general education requirements. Certificate programs vary in the number of units required. Occupational certificate programs are developed in close cooperation with advisory committees made up of representatives from business and industry. These advisory committees review courses and make recommendations about technical content so that students will be prepared for the current technology of the job market.

Gavilan offers a number of Certificates of Proficiency, designed with 3-17 units to allow students to achieve job-market proficiencies in a variety of fields. Students must earn a “C” or better in each course for the Certificate of Proficiency, and must take 60 percent of the required courses at Gavilan College in order to earn a certificate here. Students earning certificates will have their fulfillment of requirements verified by a college counselor. Certificates of achievement will appear on the student's transcript while certificates of proficiency will not. Note: Certificate of Proficiency and Certificate of Achievement require a grade of 2.0 (“C”) or better in each course.

Along with the major course requirements listed in each degree major in the following pages, students must complete all general education and legal requirements described in General Education Requirements to be eligible for the associate degree. To complete General Education requirements a student may complete the Gavilan College A.A./A.S. general education, the CSU-GE Breadth or the IGETC pattern.

REMINDER: Courses completed to satisfy general education requirements for an associate degree can also be used for the major unless otherwise specified and beyond the 18-unit minimum.

Specialized Training

It is often difficult to secure employment or to advance to increased responsibility and better paying jobs without specialized training. In the early stages of one’s career it is the specific, technical skills that an employer seeks. Your college record is the best evidence that this specialized training has been secured. Students may combine work toward a certificate or an associate degree with courses leading to advanced standing at a four-year college

or university. Many students have thus acquired a marketable skill with which they could support themselves and their families while they continue to work for a baccalaureate degree.

Transfer Planning



Transfer Admissions Agreement (TAA)

A Transfer Admissions Agreement is a formal agreement between a student in attendance at Gavilan College and a receiving baccalaureate granting institution to which the student intends to transfer. The agreement guarantees admission to a transfer university a year in advance for the fall semester. It may also guarantee admission into a major.

Gavilan College has Transfer Admission Agreements with several colleges and universities. Please check our website for specifics at www.gavilan.edu/counseling/TransferServices.html. Because the requirements of universities vary, it is advisable that students consult a counselor for more detailed information.

Transfer (Articulation) Agreements with Private Universities

Certain private universities such as Brigham Young University (BYU), University of San Francisco (USF) and University of Santa Clara, may have completed course articulation agreements with Gavilan College to facilitate student transfer. Because these may change yearly/when updated, we suggest that students who are interested in attending any of these private institutions, visit a counselor for further information.

Transfer Patterns

Students planning to transfer to a four-year institution such as the University of California, California State University or a private university or college can generally complete the freshman and sophomore level work at Gavilan College and enter the four-year institution with junior standing.

The requirements of universities vary. It is therefore advisable that students consult their counselor for more detailed information. Students should choose their courses at Gavilan in accordance with the lower division requirements of the university of their choice in order to be prepared for their major at the university.

Transfer to the California State University System (CSU)

The California State University system includes the following campuses: Bakersfield, Channel Island, Chico, Dominguez Hills, East Bay, Fresno, Fullerton, Humboldt, Long Beach, Los Angeles, Maritime Academy, Monterey Bay, Northridge, Pomona, San Bernardino, San Luis Obispo, San Marcos, Stanislaus, Humboldt, San Diego State, San Francisco State University, San Jose State, Sonoma State.

Gavilan College courses numbered 1-99 are transferable to all of the CSU campuses. Courses numbered 100-199 are occupational and may transfer to CSU institutions. Consult a counselor for complete information.

Academic units transferred from Gavilan College to CSU institutions may be applied to one of the following three areas by the receiving campuses:

- Credit toward the major
- General education credit
- Elective credit

A study of the receiving institution's website or exploring ASSIST will aid students in determining where transferable courses completed at Gavilan College will be applied at the CSU campus. Students should consult with a counselor regarding transfer requirements.

CSU TRANSFER REQUIREMENTS:

Students transferring to the California State University system will qualify for admission as upper division transfers if they have completed 60 transferable semester units with a GPA of 2.0 ("C") or better (non-residents 2.4 or better.) Within the 60 unit requirement, the 9 units in Area A, Area B-4 (Mathematics), and 18 additional semester units of general education course work must be completed with a grade of 2.0 or better in each course.

Students who complete the CSU General Education Breadth pattern will be considered to have satisfied the lower division general education requirements for the California State University B.A./B.S. degree. A minimum of 9 semester units of general education coursework must be completed at the upper division level after transfer. Some CSU campuses require more than 9 units.

Students should request a General Education Certification from the Office of Admissions and Records before transferring. See a counselor for further information.

Associate Degrees for Transfer: ADT

Beginning in Fall 2011, Senate Bill (SB) 1440 and California Education Code section 66746(a) created "associate degrees for transfer" that require students to meet both of the following requirements:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
2. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements.
    1. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
    2. Attainment of a minimum grade point average of 2.0.

ADTs also require that students must earn a C or better in all courses required for the major or area of emphasis. A "P" (Pass) grade is an acceptable grade for courses in the major.

In addition, Education Code section 66746 subdivision (b) prohibits a community college district from imposing any additional course requirements, in addition to these requirements, for a student to be eligible for the associate degree for transfer, and subdivision (e) prohibits allowing remedial non-collegiate level coursework to be counted toward the units required for the associate degree for transfer (A.A.-T or A.S.-T). Title 5, section 55002(b), describes such courses as "non-degree-applicable credit courses."

The benefit for students completing these associate degrees for transfer is that the CSU system is required by Education Code section 66747 to "guarantee admission with junior status to any community college student who meets all of the requirements" for the associate degree for transfer.

CSU is required to grant priority admission for a student with this associate degree "to his or her local [CSU] campus and to a program or major that is similar to his or her community college major or area of emphasis, as determined by the [CSU] campus to which the student is admitted." In addition, "a student admitted under this article shall receive priority over all other

community college transfer students, excluding community college students who have entered into a transfer agreement between a community college and the California State University prior to the fall term of the 2012/13 academic years."

When an associate degree for transfer is approved by the CCC Chancellor's Office, the CSU Chancellor's Office is notified so that the approved associate degree and its similar CSU baccalaureate degrees may be identified. These data are used to identify eligible students who apply to the CSU for admission. The ultimate advantage for students completing these associate degrees is that the associate degree may not require more than 60 semester (or 90 quarter) units; and after transferring into the appropriate program at the CSU, the baccalaureate degree may not require more than 60 additional semester units, for a total of 120 semester (or 180 quarter) units required for the baccalaureate degree (pursuant to Education Code section 66748). Section 66748(b) allows an exception for the maximum units required at the CSU when the Chancellors of the CSU and the CCC systems, and their respective Academic Senates, specify high-unit majors that require more than 120 semester (or 180 quarter) units for the baccalaureate degree. The CSU is prohibited by Education Code section 66748(c) from requiring a transferring student with this associate degree to repeat courses that are similar to those taken at the community college that counted toward the associate degree for transfer.

The designators for the Associate in Arts for Transfer (A.A.-T) and the Associate in Science for Transfer (A.S.-T) degrees have been established by the ASCCC and are reserved only for associate degrees that meet all requirements of SB 1440 and Education Code section 66746.

Transfer to the University of California System

The UC system includes the following campuses for undergraduate instruction: Berkeley, Davis, Irvine, Los Angeles, Merced, Riverside, San Diego, Santa Barbara, Santa Cruz

Students transferring to a campus of the UC system should review the course articulation agreement between Gavilan College and UC. This agreement lists every course offered by Gavilan College and stipulates which of the courses will be accepted by UC for credit toward the baccalaureate degree. Consult a counselor for complete information or go online with ASSIST (see ad above). Students transferring to UC should also study the catalog of the campus to which they wish to transfer.

UC Admission Policy: The university considers you a transfer applicant if you enrolled in a regular session at another college or university. Do not disregard your previous college record and apply as a first-time student. If you plan to attend a California community college before applying to the university, you should take courses that satisfy university and college requirements and fulfill prerequisites in your selected major. University and community college counselors can help you with your planning.

UC TRANSFER REQUIREMENTS:

CALIFORNIA RESIDENTS: There are several ways in which you can meet UC's minimum admission requirements as a transfer student. These requirements are described below. In all cases, you must have at least a "C" (2.0) average in all transferrable course work.

- If you were eligible for admission to UC when you graduated from high school, satisfying the Subject, Scholarship and Examination Requirements - you are eligible to transfer if you have a "C " (2.0) average in your transferrable college coursework.
- If you met the Scholarship Requirement but did not satisfy the Subject Requirement, you must take transferable college courses in the missing subjects, earning a "C" or better in each required course, and an overall "C" (2.0) average in all transferrable coursework to be eligible to transfer.
- If you met the Scholarship Requirement but not the Examination Requirement, you must complete a minimum of 12 semester (18 quarter) units of transferable work and earn an overall "C" (2.0) average in all transferable college course- work completed.
- If you were not eligible for admission to UC when you graduated from high school because you did not meet the Scholarship Requirement, you must:
    - Complete 60 semester units or 90 quarter units of transferable college credit with a grade point average of at least 2.4, and;
    - Complete the following course pattern requirement, earning a grade of "C" or better in each course:

    - Two transferable college courses (3 semester or 4-5 quarter units each) in English composition, and;
    - One transferable college course (3 semester or 4-5 quarter units) in mathematical concepts and quantitative reasoning, and; four transferable college courses (3 semester or 4-5 quarter units each) chosen from at least two of the following subject areas: the arts and humanities, the social and behavioral sciences, the physical and bio- logical sciences.
- Students who satisfy IGETC prior to transferring to UC will satisfy Option 4B of the transfer admission requirements.

NON RESIDENTS: The minimum admission requirements for non-resident transfer applicants are the same as those for residents, except that non-residents must have a grade point average of 2.8 or higher in all transferable college coursework.

INTERSEGMENTAL GENERAL EDUCATION TRANSFER CURRICULUM (IGETC): The IGETC can be used by community college transfer students to fulfill lower division general education requirements for either the CSU or UC system without the need, after transfer, to take additional lower division general education courses, as long as your IGETC completion is certified at the community college. Obtain the Certification form from Admissions and Records. Students are strongly encouraged to complete all IGETC requirements prior to transfer.

Partial IGETC Certification: If you are approaching readiness for transfer and are unable to complete one or two IGETC courses, you may be eligible to complete IGETC after transferring. **Warning:** Students need Area 1 and 2 completed to meet minimum transfer admission requirements. Therefore, partial certification that acknowledges a deficiency in Area 1 and/or 2 may also indicate a student does not meet minimum transfer requirements. Community colleges should make every effort to notify students of this potential problem. If your petition for partial certification of IGETC is approved, you may be able to complete IGETC in one of the following ways:

- Take an approved IGETC course, in the area(s) to be completed, at any California Community College, at a time that does not require concurrent enrollment, such as during the summer.
- Take a course approved by the UC or CSU campus of attendance in the area(s) to be completed at a U.S. regionally accredited institution at a time that does not require concurrent enrollment, such as during summer school.
- Take an approved IGETC course, in the area(s) to be completed, at any California Community College while concurrently enrolled at a UC or CSU campus. The student will be subject to the UC or CSU campus rules regarding concurrent enrollment, so this option may not be available.
- Take a course approved by the UC or CSU campus of attendance at a United States regionally accredited institution in the area(s) to be completed while concurrently enrolled at a UC or CSU campus. The student will be subject to the UC or CSU campus rules regarding concurrent enrollment, so this option may not be available.
- Take a comparable course at a UC or CSU campus in the area(s) to be completed. This option is at the discretion of each UC or CSU campus, so it may not be a choice available to the student.

You will be expected to complete IGETC before the beginning of the second full year of enrollment at your UC or CSU campus. Check with your campus advisor after you transfer for more information, including which options are available and which UC or CSU courses may be comparable to the IGETC courses remaining to be completed.

All UC and CSU campuses will accept IGETC with the exception of Fifth and Revelle Colleges at UC, San Diego. Since all majors are available at each of the five colleges at UC, San Diego, students will not be restricted in their choice of major if they use the IGETC. A course cannot be used to satisfy more than one subject area of the IGETC (general education). However, major prerequisite courses can be used (double counted) to satisfy IGETC requirements. CSU campuses' limitations on double counting of general education courses toward major preparations are not changed by IGETC. Students who wish to be certified for both CSU and UC systems should take CMUN 1A, 5, 8 or 10 in Area 1 for CSU and meet the foreign language requirement for UC. Completing both provides flexibility and choices. The courses for all IGETC areas must be completed with a grade of "C" or better before IGETC can be certified. A grade of "C-" is not acceptable.

CLEP EXAMS: University of California does not grant credit for College Level Examination Program exams. CLEP credit CANNOT be used to certify IGETC. Some California State Universities will grant CLEP credit for certain areas and some will

not grant credit at all. Transfer students are advised to contact the university they will be attending for specific information regarding CLEP credit.

Glossary of Common College Terms



Academic Standing: Students who do not pass their courses or withdraw from more classes than they complete may receive unsatisfactory standing status.

Add: Adding a course or courses to your registered list of classes.

Advisory: Recommendation to consider before registering for a particular class. Chances of success are significantly better when you have mastered the skills in a preparatory class. See the course listings in this catalog for additional information.

Application for Admission: Completing and submitting an application is the first step in becoming a student. Either online (CCCApply) or in person in Admissions and Records.

Articulation: Gavilan College has articulation agreements with many four-year colleges and universities which benefits students who are going to transfer. The four-year / receiving colleges have agreed that a variety of Gavilan courses will fulfill many or all of the lower division requirements at the four-year school. The articulation officer, counselors and the Career Center staff have lists of participating institutions.

Assessment Evaluation (Placement): This is an evaluation of a student's readiness for certain levels of math, English and ESL.

Associate Degree: The Associate of Arts (A.A.) degree or Associate of Science (A.S.) degree is when 60 units have been completed within a specific major program. These degrees can be in a career and technical area or in a transfer area. This is also called a two-year college degree, although it is common for a student to take more than two years to complete the program. The catalog lists 70 A.A. and A.S. degrees available to Gavilan College students.

Associate Degrees for Transfer: AA-T and AS-T are degrees that are designed specifically for transfer to the California State University System. These degrees can be completed in 60 transferable semester units (or 90 quarter units) and include coursework in general education, major preparation and electives.

Associated Students of Gavilan College (ASGC): ASGC is the official student organization on campus. It represents the student body and student issues to the board of trustees, administration, faculty and staff. It provides leadership opportunities through the weekly student senate, a leadership course (POLS/PSYC 27), and through participation on campus committees. Student representatives plan educational, cultural, political, and social events for the student body. For additional information, see the Student Activities section in this catalog.

Bachelor Degree: The Bachelor of Arts (B.A.) degree and the Bachelor of Science (B.S.) degree are awarded by four-year colleges and universities. This is commonly referred to as a four-year college degree, although it is common for students to take more than four years to earn it. Many students begin their college education at a community college and transfer to a four-year college for their junior and senior years.

Catalog: The course catalog (also found on the web) contains course descriptions, certificate and degree requirements, and general information about the college and being a student.

Career Education: Courses and programs leading to degrees and certificates in career-based area of study.

Certificate: A certificate requires fewer units than an A.A. degree and verifies competence in a specialized area of study without the general education requirements. A student can complete a certificate program and then continue on for an A.A. or A.S. in some areas.

Challenge: A student can petition to enroll in a class where there are prerequisites and corequisites. A challenge is a college process where a student provides evidence that he / she has satisfactorily met the necessary prerequisite. The Admissions and Records Office has the required forms.

Co-requisite: A course which must be taken at the same time as another course.

Counselors: Faculty members who provide a variety of counseling services, including academic, personal and career counseling for new and continuing students. Students can schedule appointments at the kiosks outside the Counseling Office, Student Center 113, or call 408-848-4723.

Course: A prescribed series of classes; a number of classes in a particular field of study. Sometimes course is used interchangeably with class.

DegreeWorks: A web-based program that includes a student's educational dean and degree audit (progress toward degree).

Dismissal: Students with unsatisfactory progress or academic success (less than 2.0 GPA) may be dismissed from the college.

Disruptive Behavior: Willful disobedience, habitual profanity or vulgarity or the open and persistent defiance of the authority of, or persistent abuse of, college personnel.

Drop: The act of officially removing a course from your schedule. It is the student’s responsibility to drop any courses that are not desired or where a student has ceased to attend.

Educational Goal: An educational outcome identified by the student. Examples: A.A. degree, certificate, general education for transfer, etc.

Educational Plan: A multi-semester map of courses a student needs to complete to reach his/her degree or transfer goal. All students should have a comprehensive educational plan before completing 15 units.

Exemption: The right of a student to be excluded from orientation or assessment testing ser- vices. This, however, does not allow a student to be exempt from prerequisites.

Fee: Associated costs for courses or services.

Full-Time Student: A student who is enrolled in at least 12 units during a semester (fall and /or spring) or for at least 5 units for a summer term.

G Number: The Gavilan student ID. This number is used for all registration activities, access to certain college web functions, and when accessing certain services on campus.

General Education Requirements: Approximately 40 units of coursework in the areas of written and oral communication, math, physical and natural sciences, social science, arts, humanities, and personal development comprise general education requirements. All associate degrees require general education, in addition to the student’s major course of study. Certificate programs do not require general education, only the specific area of study.

GPA: Grade Point Average. A system to compute grades earned in your courses (see grades and transcripts). Students should maintain at least a 2.0 GPA.

Lecture / Lab: In the schedule of classes, the abbreviation L/L appears as part of the description of many classes. This means that there are required hours in a lecture or classroom setting and additional hours in a lab setting (computer, language, science, etc.)

Lower Division: The classes taken during the first and second years of college are referred to as lower division classes. Community colleges only offer lower division classes. When a student transfers to a four-year college, the third and fourth-year courses are referred to as upper division. In the Gavilan College catalog, lower division classes that transfer to a four-year college are numbered 1-99. (Always check with the transferring school for confirmation on the acceptance of particular classes at their four-year institution.)

Major: An area of academic emphasis leading to degree, certificate or transfer. Transfer students are expected to declare a major in order to transfer, as they apply to both the four-year college and a particular department at that college as upper division students. Students receiving financial aid also need an approved major.

MyGav: Is the web portal where students can access their course and registration information, financial aid status, register for courses, pay fees, and obtain unofficial transcripts.

Noncredit Course: A noncredit course is designed to meet the special needs and capabilities of those student populations who do not desire or need to obtain unit credit. These courses provide remedial, developmental, occupational and other general education opportunities.

Orientation: A required enrollment component which increases a students' comfort and familiarity with the academic environment and programs. Orientation is offered through GUID 1, 210, KIN 6.

Part-Time Student: A student who is enrolled for less than 12 units in a semester (fall and / or spring) or less than 5 units in a summer term.

Payment Deadline: Dates established on the registration calendar when enrollment and other fees are due to the Student Accounts Office. These dates are published each semester in the Schedule of Classes. Failure to pay all fees due on your payment deadline will result in you being dropped from all of your courses.

Placement Assessment: Assessment of a student's math and English skills can be determined in a variety of ways including coursework and grades from high school and previous colleges. See a counselor for more information.

Prerequisite: A course that must be completed in order for a student to advance to another course. The material and skill achieved in the previous course (with a C grade or equivalency) are the signs that a student is ready for the following course.

President's Council: Community colleges are required by Assembly Bill 1725 to practice participatory governance. Gavilan College's President's Council is composed of students, faculty, staff and administration. This group recommends actions on policies and practices that affect students, faculty and staff to the president / superintendent.

Probation: A warning for students whose academic work or progress is unsatisfactory. Students on academic or progress probation will be required to work with a counselor to plan for improved academic performance and may have an impact on financial aid eligibility.

Registration: The official process for enrolling in courses. This involves selecting courses, completing all registration forms, enrolling either in person or on myGav, and paying fees.

Semester: Colleges divide the academic year into either semesters, quarters or sessions. Gavilan has two semesters: fall and spring. Winter intersession and summer session may also be offered. If a student has attended colleges which use different systems, the units are recalculated for consistency.

SSSP: Student Success and Support Programs is a state mandate requiring new college students to complete assessment, orientation and educational plans within their first 15 units.

Student Senator: A student who has chosen to become a voting member of the student body government (ASGC). The student represents student opinion in the senate, allocates money for campus events and services and participates on campus- wide committees as the student voice.

Syllabus: A course syllabus is an outline of expectations, major projects, test and assignment due dates, attendance policies, and other pertinent information established for an individual course by the instructor. Students should read and review their course syllabus for each course and keep it handy throughout the

semester for quick reference. Couse syllabi are available online at Self-Service Banner. Log on from the Gavilan homepage at www.gavilan.edu.

Transcript: The official record of a student's academic coursework. If a student has attended any other colleges, a transcript must be requested from each college previously attended so that Gavilan College has the student's complete academic history. Transcripts showing academic work at Gavilan are sent to four-year colleges at a student's request. The first two transcripts are free of charge.

Unit: The measurement of college credit given for each course. In general, one unit of credit, or one unit, requires one hour of lecture per week for each week of the semester. For example, an English class that meets one hour, three times per week is awarded three units of credit. Courses with lab sections are calculated differently. The unit value for each course is listed in the college catalog and Schedule of Classes as part of the course description.

Upper Division: These are the courses that are part of the junior and senior years of college and are provided by the four-year institutions.

Waiver: A student may formally decide not to participate in SSSP enrollment requirements by filing a waiver. Obtain the form from the Admissions and Records Office.

Withdrawal: The act of dropping classes after school begins. Dates are established each term defining when courses are eligible for withdrawal and deadlines which prohibit further withdrawal. See the college's semester guide for withdrawal deadlines. It is the student's responsibility to officially withdraw.

Administration and Faculty



Administration

Superintendent / President
Kathleen Rose (2009, President since 2016)
B.A., State University of New York at Geneso; M.Ed., Ed.D., University of Arizona

Vice President, Academic Affairs and Interim Vice President, Student Services
Denee Pescarmona
B.A., University of San Diego; M.A., Arizona State University

Vice President, Administrative Services
Michael J. Renzi
B.S., Santa Clara University; Juris Doctor Law, Santa Clara University School of Law

Associate Vice President, Human Resources & Labor Relations

Interim Dean of Student Learning

Susan Sweeney

Dean of Student Learning and Student Success, Career Education and Workforce Pathways
Sherrean Carr (1985)
B.A., University of California, Santa Barbara; M.A., San Jose State University

Dean of Student Learning and Student Success, Health and Wellness
Ron Hannon (2001) A.A., Gavilan College;
B.A., M.A., San Jose State University

Interim Dean of Student Learning and Student Success, Arts, Humanities, Social Sciences
Vacant

Interim Dean, Student Learning and Student Success, Foundational Skills and Academic Support
Randy Brown (2007)
B.A., San Diego State University; M.S., University of California, Davis; Ph.D., University of California, Davis

Interim Dean, Student Learning and Student Success, STEM
Jennifer Nari (2008)
B.A. University of California, Berkeley; M.A. University of California, Santa Cruz

Interim Dean, Student Learning and Student Success - Special Programs
Carina Cisneros (2016)
B.A., Sonoma State University; M.A., University of San Francisco

Interim Dean, Student Learning and Student Success - Enrollment Services and Student Pathways
Veronica Martinez (2000)
A.A., Gavilan College; B.A., San Jose State University; M.P.A., University of San Francisco

President / CEO, South Bay Regional Public Safety Training Consortium
Linda Vaughn (2017)
B.S., University of the Pacific; M.A., University of Phoenix

Full-Time Faculty

Achterman, Douglas (2012)…408-848-4809
Library
B.S., University of California, Berkeley;
M.A.,California State University, Dominguez Hills; MLIS, San Jose State University; Ph.D., University of North Texas

Agaliotis, Paul (2016)…408-695-0018
Aviation
A.S., Gavilan College

Amirkhanian, Maria (2006)…408-848-4796
Music
B.M., Komitas State Conservatory of Music, Yerevan, Armenia; M.A., California State University, Fresno; Ph.D., Tchaikovsky State Conservatory of Music, Moscow, Russia

Andrade, Neal (2006)…408-846-4916
Head Baseball Coach, Kinesiology Instructor A.A., Gavilan College;
B.S., Portland State University; M.A., Nova Southeastern University

Arteaga, Blanca (2007)…408- 848-4826
Counselor, ASGC Advisor
A.A., Gavilan College; B.A., M.A., San Jose State University; Ed.D., San Francisco State University

Behroozi,Dahveed (2014)…408-848-4882
Music
B.A., Manhattan School; M.A., Brooklyn College

Besson, Denise (2001)…408-848-4831
Communication Studies
B.A., California State University, Stanislaus; M.A., San Jose State University

Boss, Claire (2016)…408-848-4805
Child Development
A.A., West Valley College; B.A., Pacific Oaks College; M.A., Mills College

Brown, Cheryl S (2001)…408-842-0334
CareerPrep, HOPE, Accessible Education Center A.A., West Valley College;
B.A., San Jose State University;
M.S.W.,San Jose State University

Christensen, Debbie (2016)…408-848-4855
Counselor
B.A., University of California, Irvine; M.A.,California State University, Long Beach

Cisneros, Nicole (2007)…408-852-2829
English as a Second Language B.A., University of the Pacific;
M.A. TESOL, Monterey Institute of International Studies;
Language Program Administration Certificate, Monterey Institute of International Studies;

Crook, Erin (2001)…408-846-4913
English
A.A., A.S., Cabrillo College; B.A., M.A., Stanford University

Dachkova, Elena (2001)…408-848-4708
Mathematics
B.S., M.S., Moscow Institute of Petrochemical and Gas Industry

Del Carmen, Darlene (2016)…408-848-4880
Counselor
B.A., University of Virginia; M.A.,University of San Francisco

Dequin, Nikki (2007)…408-848-4894
Head Softball Coach, Kinesiology Instructor A.A., Gavilan College;
B.S., M.S., San Jose State University

Dharia, Sejal (2015)…408-852-2898
Mathematics
B.S., University of California, Berkeley; M.I.A., Columbia University;
M.A., San Jose State University

Dresch, Marla (2001)…408-846-4915
Mathematics
B.S., California State University, Chico; M.A., University of California, Davis; M.S.,California State University, Hayward

Gaitan, Stephen (2015)…408-848-4851
Workability Project Supervisor/Counselor
B.S., Sacramento State University; M.A., San Jose State University; B.A., M.F.A., University of California, Davis

Garcia, Mari (2008)…408-848-4853
EOPS
A.A., Hartnell Community College; B.A., California State University, Monterey Bay; M.A., San Jose State University

Gatewood, Jessica (2014)…408-852-2870
English
B.A., M.A., Notre Dame de Namur University; Post-secondary Reading and Learning Certificate, California State University, Fullerton

Glass, Kelly (2015)…408-852-2830
Communications A.A., Gavilan College;
B.A., M.A., San Jose State University

Henrickson, Pat (2011)…408-848-4817
Child Development
B.A., South Dakota State University; M.A., Chapman University;

Hooper, Jessica (2006)…408-848-4854
English
B.A., San Francisco State University; M.A., San Jose State University

Hull, Kyle

Kearns, Julian (2011)…408-852-2868

Economics
B.A., University of California, Los Angeles; M.A., San Diego State University

Klein, Debra Lynn (2005)…408-848-4834
Anthropology
B.A., Brown University; M.A., Ph.D., UC Santa Cruz

LaCarra, Robert (2017)…408-229-4208
Administration of Justice
A.A., Los Angeles Valley College; B.A., Loyola Marymount University; M.S., Mount St. Mary's College;
M.A.S.,University of California, Irvine; Ph.D., Claremont Graduate University
California Single Subject Teaching Credential (Spanish), Chapman University

Lango, John (2001)…408-848-4875
Strength and Conditioning Coach, Kinesiology Instructor
B.S., M.A., San Jose State University

Lawn, Beatriz Cofiño (1997)…408-848-4844
English as a Second Language
J.D.,Universidad Francisco Marroquin, Guatemala; M.A., University of Illinois at Urbana-Champaign

Lawrence, Sabrina (2008)…408-848-4885
Distance Education Coordinator A.A., Cabrillo College;
B.A., California State University, Monterey Bay; M.A., San Jose State University

Lawton-Haehl, John (2006)…408-848-4860
Theatre Arts
B.A., University of California, Berkeley; Ph.D., University of California, Davis

Maringer-Cantu, Jane (1988)…408-848-4722
High Tech Center, Accessible Education Center B.S., Indiana University of Pennsylvania;
M.S., San Jose State University

Marques, Albert (1996)…408-848-4794
Spanish
B.A., M.A., California State University, Fresno; Certificate of Spanish, University of Barcelona, Spain

Marquez, Celia (1991)…408-848-4807
Counselor, Puente
B.A., M.A., San Jose State University

Medina, Erik (2016)…408-852-2862
Mathematics
B.A., Dickinson College; Ph.D. University of New Mexico

Melchor, Blanca (2016)…408-852-2824
Counselor
B.A., San Jose State University; M.A.,California State University, Sacramento

Morales, Rey (2004)…408-848-4872
Biology
B.S., University of California, Davis; M.S.,California State University, Hayward

Overson, Robert (2008)…408-848-4832
Accessible Education Center
B.A., M.A., San Jose State University;

Parakati, Vania (2017)…408-852-2889
Counselor
B.A., University of Athens; M.A., San Jose State University

Park, Nicholas (2016)…408-852-2816
Sociology
B.A., San Jose State University; M.A., Ph.D. University of Nebraska, Lincoln;,
California Commission on Teacher Credentialing & Licensing (Mild / Moderate Disabilities and Multiple Subjects)

Perez, David (1999)…408-848-4842
A.A., Gavilan College;
Spanish
B.A., M.A., San Francisco State University

Peyreira, Maria

Potter, Raylene

Rain, Max

Ramirez, Gilbert (2007)…408-846-4961
Cosmetology,
A.A., Gavilan College; B.S., M.A., San Jose State University

Reid, Diane (2017)…408-848-4876
Allied Health
A.S., Gavilan College

Reyes, Simone (2016)…408-848-4776
Counselor
B.A., M.A., San Jose State University

Richards, Grant (1997)…408-848-4710
English
B.A., California State University, Chico; B.A., M.A., California State University, Sacramento

Rivera-Sharboneau, Rosa (1991)…408-848-4758
Counselor
B.A., M.A., San Jose State University; Ed.D., University of LaVerne

Rosette, Arturo (2000)…408-846-4974
Art
B.A., California State University, Stanislaus; M.F.A., California State University, Fullerton; Ed.D., University of California, Santa Cruz

Salvin, Christina (1998)…408-848-4830
English
B.A., University of California, Santa Cruz; M.A., San Jose State University

Sandler, Scott (2007)…408-846-4979
English
B.A. CSU Northridge; M.A.,University of Southern Mississippi

Smith, Kimberly (2001)…408-848-4889
B.F.A., California Institute of the Arts; M.S.,Columbia University

Spenner, Herbert (2011)…408-852-2819
Electrical Engineering B.S., Purdue University;
FAA Airframe and Powerplant Certificate, Gavilan College;
Private Pilot License

Stoykov, Alexandre (2016)…408-852-2879
Computer Science and Information Systems B.S., M.S., San Jose State University

Stuckey, Dewitt (2017)… 408-852-2837
Counselor
B.A., University of Oregon; M.A., San Jose State University

Tenney, Leslie (2000)…408-846-4951
Counselor
B.A., University of Massachusetts, Amherst; M.A., San Jose State University

Turetzky, Marc (1999)…408-848-4704
Political Science
B.A., M.A., San Diego State University; M.S.,Ph.D., Florida State University

Turner, Susan (2004)…408-848-4874
Allied Health, Registered Nursing Program
BSN California State University, Bakersfield; MSN San Jose State University;
FNP State University of New York at Stony Brook

Velarde-Barros, Carla (2014)…408-848-4747
Counselor
B.A., San Francisco State University; M.A., University of Pennsylvania

Venable, Ellen (2000)…408-846-4965
Computer Science and Information Systems B.S., University of California, Santa Cruz; B.A., M.A., University of California, San Diego

Wagman, Ken (1990)…408-848-4808
Mathematics
B.A., M.A., University of California, Santa Cruz

Warren, Karen (1995)…408-848-4850
English
B.A., M.A., San Francisco State University

Weiler, Jessica (2017)…408-848-4848
Counselor
B.A., California State University, Long Beach; M.A., Santa Clara University

Wolowitz, Jason (2000)…408-848-4781
Accounting, Business
B.S., California State University, Long Beach; M.B.A., San Jose State University

Young, Dana (2006)…408-848-4806
Library
B.A., University of Minnesota; M.L.S., Texas Woman's University

Yuh, Patrick (2014)… 408-848-4870
Biology
B.A., University of California, Berkeley; M.A., University of California, Santa Cruz

Zamora, Osvaldo (2016)…408-848-4747
Counselor
B.S., California State University, Monterey Bay; M.A., San Jose State University

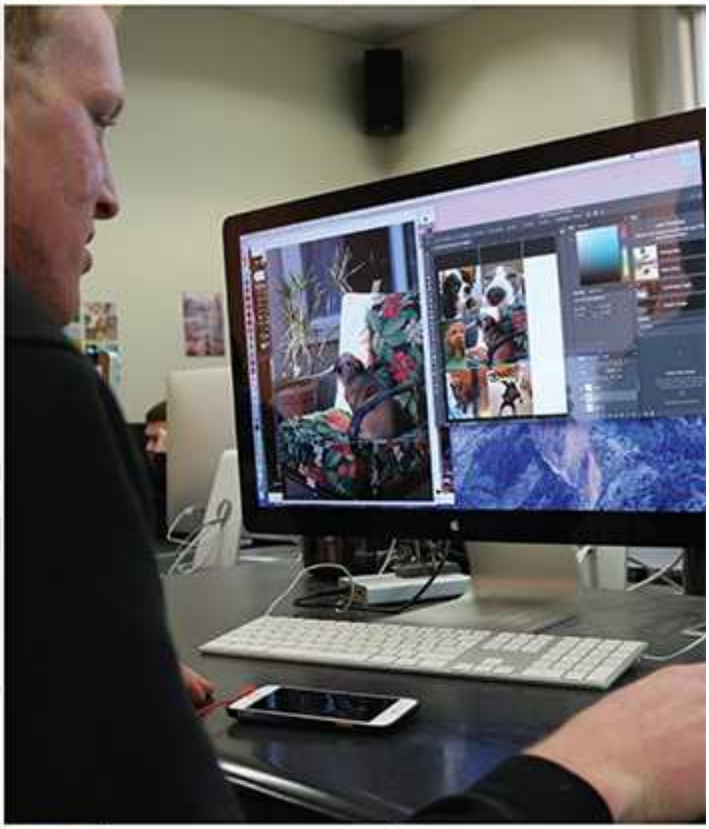
About this Catalog

The Gavilan College Catalog is published online at the Gavilan College website, and may change throughout the year. Addenda will be published periodically.

At this time we are aware of errors in the transferability information appearing with some course descriptions. Please refer to the AA, IGETC, and CSU transfer patterns for accurate transfer applicability information. We are working to correct this problem.

If you are unsure of which classes you should take to achieve your goals, please speak with a counselor.




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