

**GAVILAN BOARD OF TRUSTEES MEETING
APRIL 10, 2007**

NEW COURSE PROPOSAL - SECOND READING

AH 793 **Personal and Career Development **0 Units, 7-42 Lab****

Description: 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. This noncredit course is a combination of lecture, self-assessments and group activities.

CSIS 142 **Windows Vista **1 Unit, 1 Lec****

Description: This course provides fundamental information on the new Windows Vista environment for the computer. Introductory Windows Vista operations and file management are covered.

MODIFICATION TO EXISTING COURSE - FORM C

CSIS 51 **Visual Basic Programming **4 Units, 3 Lec, 3 Lab****

Update textbook.

CSIS 84 **JavaScript Programming **2 Units, 2 Lec****

Update textbook.

GBUS 102 **Business Math **3 Units, 3 Lec****

Update Student Learning Outcomes.

PE 47/PE 547 **Adapted Back Fitness **1 Unit, .5 Lec, .5 Lab****

Change Title

FROM: Back Rehabilitation

TO: Adapted Back Fitness

DISTANCE EDUCATION - FORM D

ENGL 10 **Technical Writing **3 Units, 3 Lec****

This course will introduce students to the field of technical writing. Students will learn industry standards of writing as well as copyediting, outlining, and revision techniques. Various types of technical communication will be examined for consistency, completeness, economy, and accuracy.