Welcome

*NCAD 140 Forum on Local and Global Topics (FLGT)* is a free, non-credit course from the Older Adult Program (OAP) in the Continuing Education Division. Our classes are open to anyone 55+ years of age residing in California. The FLGT course covers diverse topics, taught by several instructors, in various settings. You may enroll in multiple sections and for as many semesters as you like. We focus on enrichment and making connections among classmates. *There is no homework. No pop quizzes. No exams and no grades.* The specific focus of Section 71959 is Archaeology.

I have been teaching in the Older Adults Program since 2009. Teaching in the OAP is my third work incarnation. Fresh out of college with a Master of Arts degree in Fine Arts and Humanities, I taught Art History and Art Appreciation on campus at West Valley College and the temporary locations of Mission College. Then I spent 30+ years creating and delivering training in various electronics technologies as well as writing and editing technical documentation and organizing conferences and trade shows. That enabled me to travel extensively in the Americas and Europe, always arranging to spend time exploring and experiencing the local sights and sites and museums, etc. The Older Adults Program allows me to continue learning many things in a diverse range of subjects and sharing those interests with other people in a relaxed environment focused on enrichment.

**NCAD 140: Section 71959: Archaeology**

This section of NCAD140 FLGT meets online using this [Link to ALL Jan's Zoom Classes](#). There is no passcode. This class will Focus on the Fascinating world of archaeology: studying our past cultures and civilizations through their artifacts. Each class includes context information, watching documentaries, and discussion. It’s a wonderful way to gain new insights about our shared cultural heritage.

**Who Takes My Classes?**

My students are primarily “independent adults” living in retirement communities or in their own homes in Santa Clara County. Some live in “Assisted Living” facilities. Most are college educated, many with advanced degrees and specialized knowledge. All my students bring their lively curiosity and wisdom to share with their classmates. One of the many pleasures of participating in the Older Adult Program is that we all come from diverse backgrounds, with a wide variety of life experiences and expertise. Sharing enriches all of us. Your experiences and opinions are valuable and contribute significantly to the rewards of enrollment. You may expect—and deserve—to be treated respectfully with regard for equity and inclusion. For students with hearing impairment, I include closed captions and live transcript.
How to Apply and Register
To enroll in classes in the Older Adult Program, you must be 55+ years old and be a California resident. To enroll in Section 71959: Archaeology, you must also have a stable Internet connection via a computer (PC or MAC), a tablet (iPad etc.) or a Smartphone (iPhone etc.) as this class meets online via Zoom. We have Open Enrollment until 2 weeks before the end of the term. Enrolling in Non-Credit courses has two steps: (1) applying to the Continuing Education Division Program and (2) registering for classes.

Applying to Continuing Education Division and the Older Adults Program
Use the Continuing Education Application if you are a new student in the Older Adults Program OR if you are returning after one-year absence. The process is quick and easy. (N.B. Each student must have a unique phone number, not shared with anyone else. For a couple, this may mean that each uses his/her mobile /cell number, or one uses a land line number.) This free application generates or reactivates your personal student ID number (called a G-zero-number), which you will need to register for OAP classes.

Registering for Older Adult Classes
When you receive your student ID (G-zero-) number via email from West Valley College, log into the Continuing Education Registration webpage. Advancing through nested webpages, brings you to the list of Older Adult Program classes available this term. Older Adult Courses are NCAD1XX, such as NCAD102, NCAD140, etc. Each numbered section includes class meeting day, time, and instructor’s name.

N.B. Applications and registrations in for-credit classes are processed sooner than non-credit; so, there may be a delay in processing your application and registration for these non-credit classes. No worries! Send me an email to tell me who you are, how to reach you and which class(es) you want. Or connect to one of my zoom sessions to try it out and we can chat online about enrolling.

Why are my classes offered via Zoom?
COVID-19 curtailed face-to-face classes during the Lockdown and continues to be disruptive and dangerous, especially to older adults. Using Zoom makes it easy to meet without interruption and with much less risk and less hassle. No need to dress up, drive to a site (with gas prices through the roof), and search for a parking space. Spend quality time in class without the added burden of going to-and-fro. Let me know if you need help using Zoom. Also, let me know if you have any hearing loss.

My Fall classes and the Zoom link
All my classes use the same link: Link to ALL Jan’s Zoom Classes. This link is available for class content time as well as office/student hours.
NCAD140 section 71953: Modern Art, Mondays, Office Hour 12:30-1 PM; class content 1-2:20 PM.
NCAD140 section 71954: Wonders of the World, Tuesdays, Office Hour 2:30-3; class content 3-4:30 PM.
NCAD140 section 71955: California History, Wednesdays, Office Hour 12:30-1 PM; class content 1-2:30 PM.
NCAD140 section 71956: America’s Treasures, Thursdays, Office Hour 10-10:30 AM; class content, 10:30-11:45 AM.
NCAD140 section 71957: Great Music, Thursdays, Office Hour 12:30-1 PM; class content 1-2:20 PM.
NCAD140 section 71959: Archaeology, Fridays, Office Hour 12:30-1 PM; class content 1-2:25 PM.
Land acknowledgement

Although we meet online, it is important to acknowledge that West Valley College sits on the land of the Ohlone and the Muwekma people. For thousands of years, these Indigenous peoples occupied this land and used this beautiful location as their home. By offering this Land Acknowledgment, we remember that the Ohlone and Muwekma people continue to be reside in this region.

How will we stay connected?

- Instructor: Janet (Jan) Masters
- My faculty page: Janet Masters Faculty link
- Email Janet.masters@wvm.edu or jemasters@earthlink.net
- Cell phone: (650) 861-1769
- Office/Student Hours: Thursdays 10-10:30 AM; Monday, Wednesdays, Thursdays, and Fridays: 12:30-1 PM; Tuesdays 2:30-3 PM; All office hours use the same ZOOM LINK as my classes.
- Archaeology meets via Zoom, Fridays, Sept. 2 -December 16, 2022, 1-2:25 PM.

If scheduled student/office hours are not convenient, we can zoom, email, or talk on the phone at other times to suit your schedule. I reply to emails within (48) hours.

What if...our class plan for the unexpected

- If our class can't meet, I’ll let you know via your personal email as soon as I am able.
- If you can’t attend or have issues needing attention, please send me an email or call me!
- If you are looking for information that is not specific to our class, you can find updates on the WVC homepage, Facebook, or Twitter page. They may have updates or news before I do!

Preferred name and pronoun

If you’d like us to call you by a name different from the class roster, or have a preferred pronoun, please let me know so we can address you as you prefer.

Our community goals

What you can expect from me

- I will treat you with dignity and respect and be flexible to support your individual needs.
- I will provide you with a clear, organized course designed to ensure you meet our course outcomes in a meaningful manner.
- I will be actively present in your learning.
- I will provide a supportive and safe environment in which to share and discuss ideas.
- I will reach out to you when I sense that you need support.

What I will expect from you

- Treat me and your peers with dignity and respect.
- Strive to be an active participant in this course.
- Maintain an open line of communication with me so I understand how to support you.
- Do your best to be patient with technology. There will be hiccups; expect them. We’ve got this!
What we can expect from each other

- We won't be perfect. We will view mistakes as opportunities to learn and grow.
- We will all strive to contribute regularly to ensure all members of our class have many opportunities to see/listen, reflect, and respond to all ideas.
- Disagreements are natural; but we will treat one another with dignity and respect. If you sense a negative emotion surfacing within yourself, step away for a while; reflect on what is happening; then return and respond by focusing on the issue, not the person.

What will you need for this class?

- Access to a stable Internet connection (preferably a “wired” connection with an Ethernet cable.)
- Ability and willingness to mute/unmute your audio and start/stop your outgoing video to improve your Zoom experience.

What will you do in this class?

- You will spend part of each class listening to information and analysis from me.
- You will spend part of each class meeting watching and listening to online documentaries.
- You will be able to share your reactions to the documentaries and other information provided.
- You will be able to share your life experiences and knowledge as they relate to the topics.

What about grades?

There aren’t any! Also—no homework, no pop quizzes, no tests, and no essays to write. I will provide information about additional content and resources for further enrichment in the topic.

Attendance

True, there are no fees and no grades. but your fellow students and I are counting on you to attend as many class meetings as possible. Having a regular daily routine is important for a healthy life—more so in these pandemic times. Please strive to make our time together part of your regular routine.

Course information

Catalog Description: This non-credit course expands the students’ knowledge of economic, social, governmental, historic, geographic, and cultural issues. Students also expand communication skills as they expand knowledge of world, national and local issues and become better informed community members. N.B. Each section of NCAD140 has a unique focus and content topics.

Objectives:

1. Identify and discuss topics in worldwide events, government, economics, culture, geography, and history.
2. Express informed viewpoints on class topics.
3. Identify facts of current events, government, economics, culture, geography, and history.
4. Demonstrate attentive and respectful listening.
5. Demonstrate ability to express complex ideas on global topics in a collegial environment.
Student Learning Outcome: Identify and discuss topics in worldwide current events, government, economics, culture, geography, and history.

Important dates

- First day of class: September 2, 2022
- Non-Teaching Days: November 11 and November 24, 2022
- Last day of class: December 16, 2022
- Last day to ADD/DROP this class: December 1, 2022
- Apply to the Program: Continuing Education Application Webpage
- Register for Classes: Continuing Education Registration webpage

Religious holidays
If there are religious celebrations that will impact your attendance, please let me know. Our class has no “make up sessions” but I can tell you how to access the online documentaries you may miss.

Student help and support
West Valley College has many Student Services that are here to support your success and help you achieve your goals. As a student enrolled in a noncredit and free class, you may need to pay fees to access some student services. Explore the West Valley Student Portal listings for services.

West Valley College nondiscrimination statement
The District, and each individual who represents the District, shall provide access to its services, classes and programs without regard to national origin, religion, age, sex or gender, race, color, medical condition, ancestry, sexual orientation, marital status, physical or mental disability, or because he/she is perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics.

Emergency information
Be prepared! Please review the college’s Emergency Preparedness information. We recommend:

- Downloading the WVC Go App
- Putting WVC emergency numbers into your phone (also available at the above website)
- Registering for WVM Alert
- In an emergency, evacuate to the nearest safe place for your location.