

**IMPERIAL VALLEY COLLEGE
INDUSTRIAL TECHNOLOGY
DIVISION MEETING
UNADOPTED MINUTES**

November 12, 2008

MEMBERSHIP

Those in attendance were as follows:

Jose Lopez, Industrial Technology Coordinator
Frank Miranda, HVAC Instructor
Marco Morales, Welding Instructor
Jose Perez, Automotive Technology Instructor
Ricardo Pradis, Automotive Technology Instructor
Jose Velasquez, Building Construction Technology Instructor
Frances Arce-Gomez, Secretary
Jose Plascencia, Counselor
Joe Espinoza, Student Employment Specialist

I. THE MEETING WAS CALLED TO ORDER BY JOSE LOPEZ AT 3:35 PM.

II. WELCOME

All in attendance were welcomed.

III. APPROVAL OF AGENDA

The agenda was approved by all in attendance.

IV. APPROVAL OF OCTOBER 29, 2008 MINUTES

The minutes were unanimously approved as submitted.

V. INDUSTRIAL TECHNOLOGY OPEN HOUSE

The Industrial Technology will be hosting an Open House on December 10, 2008.

VI. INDUSTRIAL TECHNOLOGY NEWSLETTER

The instructors would like to write a newsletter twice a semester. Each instructor will write information about their program.

VII. BUDGET MID YEAR CUTS

Jose Lopez announced that the college would be facing mid-year cuts. More information will be available at a later date.

VIII. IMPLEMENTED ASSESSMENT (SLO'S)

Jose Lopez asked for an update on student learning outcomes assessment. The instructors were asked to build their assessments based on what they had written in their student learning outcomes.

IX. SUMMER/FALL COURSES

Jose Lopez asked the instructors to provide the classes they are planning to teach for the summer and fall semester. He also announced that fall classes need to be approved by Kathy Berry.

X. ADVISORY COMMITTEES

No discussion

XI. STANDING COMMITTEES

Ricardo Pradis announced that the Customer Service Committee will be organizing an Angel Tree Drive.

XII. OTHER

Frank Miranda and Ricardo Pradis attended a meeting at Central Union High School. The meeting was regarding the NATEF recertification for Central Union High School. Ricardo Pradis stated that the meeting was very informative.

Frank Miranda and Jose Velasquez announced that they have submitted the paperwork to have their programs offer associate degrees.

Jose Lopez announced that eight of his students are taking Automotive Service Excellence (ASE) exams. Mr. Lopez added that all ASE exams are very difficult.

Jose Plascencia asked if any classes were available to prepare students for ASE exams. Jose Lopez added that there was not a big demand for those types of classes.

Ricardo Pradis announced the Fall Food Drive.

XIII. THE MEETING WAS ADJOURNED BY JOSE LOPEZ AT 4:30 PM.