

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

October 29, 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 15, 2008 MINUTES

The minutes were unanimously approved as submitted.

V. CTE Activity Form

The faculty were informed that they need to fill out the CTE activity form for equipment, peer tutors, and other CTE funded activities.

The faculty have requested that Norma Santana attend the next division meeting. The faculty would like information on the CTE budget and CTE activity form.

VI. JOB PLACEMENT REPORT (JOE ESPINOZA)

Joe Espinoza briefly shared a job placement report. The faculty agreed to work with Joe Espinoza to revise the job placement report.

VII. NEW COURSES

Frank Miranda announced that he will now be teaching Electrical Wiring 150.

Jose Velasquez reported that he would like to create a sustainable energy certificate.

Marco Morales reported that he would like to rearrange the pipe fitting class.

Jose Lopez and Ricardo Pradis reported that they would like to create a course for electrical cars.

VIII. HOUSEKEEPING

Jose Lopez asked the faculty to work together in order to maintain the shop clean.

IX. INTERIM DIVISION CHAIR

Jose Lopez announced that he has been appointed interim division chair for 2008-2009. Mr. Lopez also stated that he would like to work together with the faculty.

X. ADVISORY COMMITTEES

Jose Lopez reported that the Automotive Advisory Committee meeting will take place on October 30, 2008.

Marco Morales asked if the faculty can attend each other's advisory meetings. Jose Lopez responded that he would contact Kathy Berry for direction. Jose Plascencia added that it would be beneficial for the faculty to attend each other's advisory committees. The faculty would have an opportunity to interact with other employers.

Frank Miranda expressed that it would be a good idea for Building, Electrical and HVAC to combine advisory committees.

The faculty also discussed hosting an open house on December 10, 2008. They would like invite the industry to tour the Industrial Technology facilities.

XI. STANDING COMMITTEES

Ricardo Pradis announced the fall food drive.

XII. OTHER

Joe Espinoza informed the membership that mini grants are available for green energy.

Ricardo Pradis asked if any data had been sent by Dawn Chun. Jose Lopez responded that Dawn Chun had not sent any data.

Ricardo Pradis asked for information on basic skills money. Jose Velasquez responded that he would provide more information at a later date.

Ricardo Pradis stated that he would like to attend the Measure L Oversight Committee meetings.

XIII. THE MEETING WAS ADJOURNED BY JOSE LOPEZ AT 4:25 PM.

X. PROGRAM REVIEW 2008-2009

- **Automotive Collision Repair**
- **Automotive Technology**
- **Welding Technology**

XI. COMMITTEE REPORTS

XII. OTHER

Jose Velasquez announced that the Building Construction Advisory Committee has been scheduled for October 9, 2008 at Aspen of the Desert.

Jose Lopez requested that all advisory committee members be dedicated to Imperial Valley College.

XIII. The MEETING WAS ADJOURNED BY JOSE LOPEZ @ 5:05 PM.