Imperial Valley College



ECONOMIC AND WORKFORCE DEVELOPMENT

Staff meeting

Monday, February 1, 2010

10:00 AM, Board Room

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| **Present:**Efrain Silva, Economic and Workforce, ChairPatricia Robles, Economic and Workforce, RecorderJoe Espinoza, Economic and WorkforceVicky Figueroa, Economic and WorkforceMirella Cital, Extended Campus Martha Garcia, B-GREEN |

**Approved Minutes**

1. **Call to Order**

The meeting was called to order by Efrain Silva by 10:05 am.

1. **WIA Grants**

Efrain Silva will be working on extending the six WIA grants. Efrain Silva said that he got the go ahead to hire coordinators. He also mentioned that there are some budget disputes on the student stipends.

B-GREEN

Martha Garcia reported that the Project B-GREEN contracts are still pending. She also mentioned that there is a B-GREEN staff orientation today. Gloria Carmona will be contacted to make the courses closed enrollment to only the program participants. Martha Garcia will speak with Lianna Zhao about having Patrick Pauley teach the AG 110 class. Efrain Silva would like status from Jose Velasquez as to possible adjunct faculty for the spring semester to teach any of the needed classes not taught by him. A Renewable Energy Summit and Expo is scheduled for March 16-18 at the Quechan Resort. The Green Employer Council will meet during the summit.

1. **Extended Campus**

Efrain Silva reported that the Calexico Center will probably remain open. He will still coordinate the Extended Campus, but the instructional divisions will be responsible for scheduling their own classes.

1. **Community Services**

Vicky Figueroa will continue working with Traffic School.

1. **Other**

Academic Services Re-Organization

Efrain explained that a new 6-dean structure is in process. The Student Employment Specialist, Joe Espinoza, will stay in Economic and Workforce Development. B-GREEN and Smart Steps will be transferred to the Dean of Science, Math, and Engineering.

Academic Services

Applications for Program Approvals need to be submitted for the following programs: Building Construction, Electronics, Electrical Wiring Technology, Electrical Trades, and Water Treatment. February was the deadline for the fall 2010. Joe Cornejo has been working on the Water Treatment application. Ricardo Jimenez was contracted to work on the Solar application. Efrain Silva mentioned that the new procedure is that the college president is to sign all binding documents.

Applied Sciences Expo

The Applied Sciences Expo is scheduled for Thursday, April 22nd from 10-1 pm. All schools in Imperial County are invited. Any divisions or departments that would like to participate should contact Joe Espinoza or Patty Robles. In addition, Efrain Silva and Patty Robles will meet with the Communications Department to discuss this year’s Mid-Winter Fair.

1600 and 1700 Buildings

There are some offices available in the 1600 for the new grant staff. Jennifer Paez and Cindy Diaz will be moving from office 511 to the 1600 or 1700 building. James Patterson’s old office in the 1700 Building will become a conference room.

1. **Next Meeting**

The next meeting will be scheduled and announced at a later date. Economic and Workforce Development meetings will be scheduled approximately on a monthly basis.

1. **Adjourn**

The meeting was adjourned at 10:45 am by Efrain Silva.