



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

October 19, 2009

Those in attendance were as follows:

Frances Arce-Gomez, Secretary
Jose Lopez, Industrial Technology Coordinator
Frank Miranda, HVAC Instructor
Marco Morales, Welding Instructor
Jose Plascencia, Counselor
Ricardo Pradis, Automotive Technology Instructor
Efrain Silva, Interim Dean for Applied Sciences
Jose Velasquez, Building Construction Technology Instructor

Guest:

Gonzalo Huerta, Dean of Instruction for Renewable Energy

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

II. WELCOME

All in attendance were welcomed

III. APPROVAL OF OCTOBER 5, 2009 MINUTES

The minutes were unanimously approved

IV. PROGRAM REVIEW DEADLINE

Efrain Silva informed the membership that the program review deadline is approaching soon. The budgets are due October 26, 2009. Mr. Silva has created a binder for Frank Miranda and Jose Velasquez to refer to during the program review process.

V. CERTIFICATION FOR INDUSTRIAL TECHNOLOGY PROGRAMS

Efrain Silva informed the membership that all Industrial Technology programs are expected to be certified. He stated that there will be a timeline. Programs that are not certified will be terminated. Efrain asked the faculty what type of certification is available in their discipline. The instructors responded the following:

- **Automotive:** Jose Lopez and Ricardo Pradis responded that NATEF (National Automotive Technicians Education Foundation) is the main organization that certifies qualifying programs and is recognized by the automotive industry.
- **HVAC:** Frank Miranda stated that he is currently working with NATE (Northern American Technician Excellence) on the certification process.
- **Building Construction:** Jose Velasquez stated that there are several options available. One of the options that was considered last year would have added additional student fees and was not pursued.
- **Welding:** Marco Morales responded that he is currently working with AWS (American Welding Society) to update some information.

VI. SHOP SAFETY ISSUES

Efrain Silva announced that he observed that some students were not wearing safety glasses. Mr. Silva emphasized that it's important for students to use them. He also requested that all faculty enforce safety rules.

VII. HOUSEKEEPING

Efrain Silva announced that Asbury Environmental would be coming monthly to pick up hazardous materials. Mr. Silva asked instructors to observe hazardous materials. Mr. Silva also asked that equipment that is not being used be disposed or donated.

VIII. PAPERWORK SUBMITTAL

Efrain Silva requested paperwork be submitted in a timely manner.

IX. WINTER SCHEDULE

Efrain Silva announced that all classes were approved for the winter. Mr. Silva stated that enrollment during winter will be monitored closely. He added that Mr. Lopez will be working with the Diesel Program during the winter.

X. OTHER

Gonzalo Huerta briefly discussed new grants that were approved and are close to being implemented. Mr. Huerta distributed a memorandum that had a summary of the grants.

Jose Lopez asked if he had a start date for the new grants.

Mr. Huerta responded that three of the grants would start in January 2010.

Marco Morales had some questions about the pipefitting grant.

Efrain Silva responded and informed Mr. Morales that he would give him a copy of the grant.

XI. THE MEETING WAS ADJOURNED BY JOSE LOPEZ AT 4:15 PM