



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

September 14, 2009

Those in attendance were as follows:

Joe Espinoza, Student Employment Specialist
Ricardo Jimenez, Electronics Instructor
Jose Lopez, Industrial Technology Coordinator
Frank Miranda, HVAC Instructor
Marco Morales, Welding Instructor
Jose Perez, Automotive Technology Instructor
Jose Plascencia, Counselor
Ricardo Pradis, Automotive Technology Instructor
Efrain Silva, Interim Dean for Applied Sciences
Jose Velasquez, Building Construction Technology Instructor

Those not attendance:

Frances Arce-Gomez, Secretary

I. THE MEETING WAS CALLED TO ORDER BY EFRAIN SILVA AT 3:35 PM.

II. WELCOME

All in attendance were welcomed.

III. CTEA TITLE IC PERKINS 08-09 FINAL REPORT

Efrain Silva asked the faculty to submit their CTEA 08-09 final report. Mr. Silva added that the Applied Sciences office has not received any final reports for any Industrial Technology program.

IV. CTEA TITLE IC PERKINS 09-10 LOCAL PLAN

No discussion

V. PURCHASING

Efrain Silva asked the instructors to seek the cheapest price for instructional materials. Mr. Silva wants to keep the total cost of each purchase order to \$500.

VI. STREAMLINE CERTIFICATES

Efrain Silva informed the membership that program certificates need to be shorter. The goal is to have certificates that are between 14-18 units.

VII. WINTER SESSION

Efrain Silva informed the membership that the district budget was going to be reduced. Mr. Silva added that there may be possible layoffs. He also stated that the winter schedule has been reduced to basic skills courses. Non-basic skills classes will be considered if they can be properly justified.

VIII. NATEF CERTIFICATION

Efrain Silva inquired on the status of the NATEF certification. Mr. Silva asked if it was better to apply for an individual certification or to apply in a group. Ricardo Pradis responded that it would be better to apply in a group. Jose Lopez suggested that they schedule a separate meeting to discuss NATEF.

IX. WELDING SENSE STATUS

No discussion

X. PROGRAM REVIEW

Efrain Silva would like the faculty to be objective and critical of the institution when working on their program review.

XI. SYLLABUS, OPENING DAY ROSTERS AND CENSUS ROSTERS

Efrain Silva asked that the faculty to turn in their syllabus. Mr. Silva also wanted to know the process of opening day rosters and census rosters.

XII. STUDENT LEARNING OUTCOMES (SLO's)

Efrain Silva asked that the faculty to work on student learning outcomes. Mr. Silva added that he would like to keep track of the student learning outcomes that have been submitted.

XIII. CLASS LIMITS

Efrain Silva asked if going over the class limit is creating a problem. Ricardo Pradis responded that it is difficult yet not impossible to work with a larger group.

XIV. INSTRUCTION IN SPANISH

Efrain Silva informed the membership that a student had complained during the Town Hall meeting that instructors were teaching in Spanish. Mr. Silva asked if the complaint was true. The faculty responded and said it was not true. Jose Lopez also added they there was one adjunct instructor that was conducting his class in Spanish. Mr. Lopez was going to meet with the instructor and resolve the issue.

XV. OTHER

Jose Lopez asked when the pipefitting and solar classes would start.

Joe Espinoza announced that the Career Fair is scheduled for Monday, October 5, 2009.

Ricardo Jimenez asked about the electronics budget. He stated electronics funds were often distributed to other programs. The electronics funds he was referring to were CTEA funds.

Efrain Silva stated that he wants more adjunct instructors to attend the division meetings. Marco Morales stated that most of the adjunct instructors work in the day and cannot attend.

XVI. NEXT MEETING

The division meetings were tentatively scheduled for every other Monday at 4:00 PM.

XVII. THE MEETING WAS ADJOURNED BY EFRAIN SILVA @ 4:50 PM.