

**ADOPTED MINUTES****FOR THE REGULAR MEETING OF THE  
IMPERIAL COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES****Wednesday, July 16, 2014****Location****Administration Board Room, Building 10  
380 East Aten Road  
Imperial, CA 92251****1. INFORMATION TO THE PUBLIC****Information: 1.1 Information to the Public****2. CALL TO ORDER****Procedural: 2.1 Call to Order****Board President Sigmond called the meeting to ORDER at 6:00 p.m.****Procedural: 2.2 Roll Call by Secretary**

Board Secretary Jaime announced roll call as follows:

Present:

Area 1 Louis Wong

Area 2 Karla A. Sigmond

Area 3 Jerry D. Hart

Area 4 Rudy Cardenas, Jr.

Area 5 Juanita Salas (arrived at 6:09 p.m.)

Area 6 Romualdo J. Medina

Area 7 Steven M. Taylor

Associated Student Government Representative – Priscila Ortiz

Academic Senate Representative – Eric Lehtonen

College Council Representative – Daniel Gilison

**Procedural: 2.3 Pledge of Allegiance**

Trustee Taylor led the pledge of allegiance.

**3. PUBLIC COMMENT****Information: 3.1 Instructions to the Public**

Distance Education Coordinator Gaylla Finnell spoke and stated she was in support of Item 10.2, Resolution No. 16118. She provided an update on the In/Out Pilot Program.

EOPS Counselor Mary Lofgren spoke in support of the CSEA Union and expressed her concern over the ACCJC letter.

English Professor David Zielinski spoke regarding the accreditation status and in support of the CSEA Union.

Professor Krista Byrd spoke in support of the classified staff and stated that the greatest equalizer in Imperial Valley is education.

CSEA President Yethel Alonso spoke and stated she was disappointed in the Board for not asking questions. She stated her support for CSEA and commented to the Board that they needed to care more.

CSEA Member Matthew Thale spoke in support of the CSEA Union. He asked the Board to think about classified staff.

CSEA Member Laura Hartsock spoke in support of the CSEA Union. She stated that in 2010 there were 150 classified staff and today there are 114 classified staff. She stated that was a 24% reduction.

**4. PRESENTATION****Presentation: 4.1 Accreditation Status by Vice President for Academic Services Dr. Nick Akinkuoye**

Vice President for Academic Services Dr. Nick Akinkuoye presented a PowerPoint titled, "ACCJC Accreditation Status Report." He and Dean Tina Aguirre reviewed the recommendations, accreditation status, and provided an update on the actions to date and a response plan.

**Presentation: 4.2 AB86 Update by Vice President for Academic Services Dr. Nick Akinkuoye**

Vice President for Academic Services Dr. Nick Akinkuoye and Dr. Martha O. Garcia presented a PowerPoint titled, "AB 86." They explained what the requirements and plan for AB 86 consisted of for IVC. They presented and outlined the seven objectives.

**Presentation: 4.3 IVC Fiscal Update by Vice President for Business Services John Lau, CPA**

Vice President for Business Services John Lau, CPA presented a PowerPoint titled, "Fiscal Update." He provided a budget overview for the 2014-2015 budget.

**5. DISCUSSION**

**Discussion: 5.1 Board Retreats Scheduled for August 6 and August 7, 2014**

Trustee Salas mentioned she was only available on August 6, 2014.

**6. INFORMATION REPORTS**

**Report: 6.1 Board Member Reports**

Trustee Hart reported the following:

- Attended the CCCT meeting and there was a lot of discussion regarding the budget.

Trustee Salas reported the following:

- Will be attending the 50th Anniversary Upward Bound Residential Program Banquet.
- Has been attending the Imperial County Display in Sacramento meetings. She stated she is excited and looking forward to the results of that project.
- September 23rd is the National Day to register to vote.

**Report: 6.2 Associated Student Government Update by ASG President Priscila Ortiz**

ASG President Priscila Ortiz reported she would hold a planning meeting tomorrow.

**Report: 6.3 Academic Senate Update by Academic Senate President Dr. Michael Heumann**

Academic Senate President Dr. Michael Heumann reported the following:

- Took over as president on July 1, 2014, and will serve for two years.
- Sent four staff members to the Curriculum Institute.

**Report: 6.4 College Council Update by College Council Chair Dr. Daniel Gilison**

College Council Chair Dr. Daniel Gilison reported he was looking forward to working on accreditation issues.

**Report: 6.5 Business Services Update by Vice President for Business Services John Lau**

There was no report.

**Report: 6.6 President's Update by Superintendent/President Dr. Victor Jaime**

Superintendent/President Dr. Victor Jaime presented a PowerPoint titled, "President's Report, July 16, 2014." He updated the Board on campus activities.

**7. PRESIDENT'S OFFICE**

**Action, Minutes: 7.1 Approval of Board Minutes for the Regular Meeting of June 18, 2014**

Motion by Steve Taylor, second by Romualdo Medina.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 7.2 Resolution No. 16107: Out of State Travel**

Motion by Steve Taylor, second by Romualdo Medina.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**8. BUSINESS SERVICES**

**Action: 8.1 Resolution No. 16108: Payroll Warrant**

Motion by Rudy Cardenas, second by Jerry Hart.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 8.2 Resolution No. 16109: Purchase Orders**

Motion by Rudy Cardenas, second by Jerry Hart.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 8.3 Resolution No. 16110: Commercial Warrant**

Motion by Rudy Cardenas, second by Jerry Hart.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 8.4 Resolution No. 16111: District Purchases**

Motion by Rudy Cardenas, second by Jerry Hart.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 8.5 Resolution No. 16112: Investment of Monies**

Motion by Rudy Cardenas, second by Jerry Hart.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 8.6 Resolution No. 16113: Budget and Cash Transfers**

Motion by Rudy Cardenas, second by Jerry Hart.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**9. ACADEMIC SERVICES**

**Action: 9.1 Resolution No. 16114: Appointment of English Department Chair**

Motion by Steve Taylor, second by Juanita Salas.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 9.2 Resolution No. 16115: Approval of Subagreement with San Diego State University Foundation to Participate in the Minority Male Community College Collaborative**

Discussion:

Trustee Salas stated she was looking forward to the results of this collaboration.

Motion by Steve Taylor, second by Juanita Salas.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 9.3 Resolution No. 16116: EBSCO Annual Renewal List**

Motion by Steve Taylor, second by Juanita Salas.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**10. STUDENT SERVICES, TECHNOLOGY, AND RESEARCH**

**Action: 10.1 Resolution No. 16117: Approval of Memorandum of Understanding (MOU) with CETYS University and Imperial Valley College**

Motion by Romualdo Medina, second by Steve Taylor.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 10.2 Resolution No. 16118: Approval of MOU for Inside/Out Pilot Program**

Motion by Romualdo Medina, second by Steve Taylor.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 10.3 Resolution No. 16119: Career and Technology Education Management Application (CATEMA) On-Line Management System**

Motion by Romualdo Medina, second by Steve Taylor.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 10.4 Resolution No. 16120: Out of State Travel - Upward Bound Project/TRIO Talent Search/Student Support Services**

Motion by Romualdo Medina, second by Steve Taylor.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**11. CLOSED SESSION****M/S/C Taylor/Wong to go into CLOSED SESSION at 8:10 p.m.**

Discussion: 11.1 CONFERENCE WITH LABOR NEGOTIATORS (CSEA)

Discussion: 11.2 CONFERENCE WITH LABOR NEGOTIATORS (CCA/CTA/NEA)

Discussion: 11.3 CONFERENCE WITH LABOR NEGOTIATORS (PTFA)

Discussion: 11.4 PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

**12. OPEN SESSION****M/S/C Taylor/Salas to reconvene to OPEN SESSION at 9:12 p.m.**

Motion by Steve Taylor, second by Juanita Salas.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

12.1 Information provided, direction given.

12.2 No action taken.

12.3 No action taken.

12.4 No action taken.

**13. HUMAN RESOURCES****Action: 13.1 Resolution No. 16121: Employment of Associate Dean of Human Resources**

Motion by Rudy Cardenas, second by Louis Wong.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 13.2 Resolution No. 16122: Special Projects Coordinator Job Description**

Motion by Rudy Cardenas, second by Louis Wong.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 13.3 Resolution No. 16123: Welding Instructor Job Description and Recruitment**

Motion by Rudy Cardenas, second by Louis Wong.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 13.4 Resolution No. 16124: Athletic Assignments 2014-2015**

Motion by Rudy Cardenas, second by Louis Wong.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 13.5 Resolution No. 16125: Part-Time Instructor Employment**

Motion by Rudy Cardenas, second by Louis Wong.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 13.6 Resolution No. 16126: Part-Time Counselor Employment**

Motion by Rudy Cardenas, second by Louis Wong.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 13.7 Resolution No. 16127: Part-Time Outreach Counselor & Retention Specialist Employment**

Motion by Rudy Cardenas, second by Louis Wong.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 13.8 Resolution No. 16128: Non-Credit Part-Time Instructor Employment**

Motion by Rudy Cardenas, second by Louis Wong.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 13.9 Resolution No. 16129: Volunteer Service Agreements**

Motion by Rudy Cardenas, second by Louis Wong.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**Action: 13.10 Resolution No. 16130: Extended Leave of Absence**

Motion by Rudy Cardenas, second by Louis Wong.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**14. ADJOURNMENT**

**The meeting ADJOURNED at 9:17 p.m.**

Motion by Steve Taylor, second by Louis Wong.

Final Resolution: Motion Carries

Yes: Juanita Salas, Rudy Cardenas, Jerry Hart, Romualdo Medina, Karla Sigmond, Steve Taylor, Louis Wong

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
THE IMPERIAL COUNTY SHERIFF'S OFFICE, THE  
IMPERIAL COUNTY PROBATION DEPARTMENT  
& DAY REPORTING CENTER, AND IMPERIAL VALLEY COLLEGE**

THIS MEMORANDUM OF UNDERSTANDING ("MOU") is made on this 16th day of July, 2014, by and between the **IMPERIAL COUNTY SHERIFF'S OFFICE** (hereinafter referred to as "ICSO"), **IMPERIAL COUNTY PROBATION DEPARTMENT & DAY REPORTING CENTER** (hereinafter referred to as ("PROBATION"), and **IMPERIAL VALLEY COLLEGE** (hereinafter referred to as "IVC"), (collectively referred to as "Parties").

**I. PURPOSE AND SCOPE**

The purpose of this MOU is to establish collaboration between the Parties in furtherance of the Inside Out College Program to be offered by IVC to incarcerated persons and outside persons at the ICSO's Day Reporting Center.

**II. IVC SHALL:**

1. Except for those items designated to be provided by ICSO and PROBATION, IVC shall provide fifteen (15) students with the Inside Out College Program Outlined in the brochure titled "Inside Out College Program" (hereinafter "Program") which is attached hereto as **Exhibit A**.
2. Provide for classroom instruction at ICSO's Day Reporting Center.
3. Ensure its instructor(s) submit and pass an internal background check provided by ICSO.
4. Provide certificates of completion for the Program to participating students.
5. Comply with all relevant laws and regulations necessary for the purpose of providing this course at ICSO's Day Reporting Center.
6. Work together with ICSO and PROBATION to provide the ICSO's inmate population access to scholarships and fee waivers in order to enable them to participate in the Program.

**III. ICSO SHALL:**

1. Provide an adequate classroom facility for Program instruction located at its Day Reporting Center.
2. Provide security for classroom facility at ICSO's Day Reporting Center.
3. Carefully screen out and choose fifteen (15) low level offenders to participate in the Program.
4. Work together with IVC to provide inmates with access to scholarships and fee waivers in order to enable them to participate in the Program.

5. Comply with all relevant laws and regulations necessary for the purpose of providing this course at ICSO's Day Reporting Center.

**IV. PROBATION SHALL:**

1. Work together with IVC and ICSO to provide inmates with access to scholarships and fee waivers in order to enable them to participate in the Program.
2. Comply with all relevant laws and regulations necessary for the purpose of providing this course at ICSO's Day Reporting Center.

**V. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:**

1. This MOU shall be in effect from the first date written above and shall continue in effect unless terminated by one of the Parties under the terms of this Agreement.
2. Indemnification.
  - a. To the fullest extent permitted by law, IVC shall hold harmless, defend at its own expense, and indemnify ICSO and PROBATION, the County of Imperial, and its officers, officials, employees, agents and volunteers from and against any and all liability, claims, losses, damages, or expenses, including attorneys' fees, arising from all acts or omissions of IVC or its officers, agents, or employees in rendering services under this MOU; excluding, however, such liability, claims, losses, damages, or expenses which was caused by the sole negligence or willful misconduct of the ICSO.
  - b. To the fullest extent permitted by law, the County of Imperial shall hold harmless, defend at its own expense, and indemnify IVC, and its officers, officials, employees, agents and volunteers from and against any and all liability, claims, losses, damages, or expenses, including attorneys' fees, arising from all acts or omissions of the County of Imperial, ICSO, or PROBATION, or their officers, agents, or employees in rendering services under this MOU; excluding, however, such liability, claims, losses, damages, or expenses which was caused by the sole negligence or willful misconduct of the County of Imperial.
3. Insurance. IVC hereby agrees at their own cost and expense to separately procure and maintain during the entire term of this MOU, and any extended term thereof, commercial general liability insurance (bodily injury and property damage), employer's liability insurance, commercial automobile liability insurance (bodily injury and property damage) and professional liability insurance in a sum acceptable to the County of Imperial, "COUNTY", and adequate to cover potential liabilities arising in connection with the performance of this MOU and in any event not less than the minimum limit set forth as follows:

<u>Insurance</u>	<u>Minimum Limit</u>
Errors & Omissions Coverage	\$1,000,000
Worker's Compensation, Coverage A	Statutory
Employers Liability, Coverage B	\$1,000,000

Commercial General Liability (Including Contractual Liability):

Bodily Injury	\$1,000,000 per occurrence
	\$2,000,000 aggregate
Property Damage	\$1,000,000 per occurrence
	\$2,000,000 aggregate

Commercial Automobile Liability (owned, hired & non-owned vehicles)

Bodily Injury	\$1,000,000 per occurrence
Property Damage	\$1,000,000 per occurrence

4. Special Insurance Requirements. All insurance required under paragraph 3 shall:
  - a. Be procured from an insurer authorized to do business in California.
  - b. Be primary coverage as respects COUNTY and any insurance or self-insurance maintained by COUNTY shall be in excess of IVC's insurance coverage and shall not contribute to it.
  - c. Name COUNTY as an additional insured on all policies, except Workers' Compensation and Professional Liability and provides that COUNTY may recover for any loss suffered by COUNTY by reason of IVC's negligence.
  - d. State that it is primary insurance and regards COUNTY as an additional insured and contains a cross-liability or severability of interest clause.
  - e. Not be canceled, non-renewed or reduced in scope of coverage until after thirty (30) days written notice has been given to COUNTY. However, IVC may not terminate such coverage until it provides COUNTY with proof that equal or better insurance has been secured and is in place. Cancellation or change without the prior written consent of COUNTY shall, at the option of COUNTY, be grounds for termination of this MOU.
  
5. Additional Insurance Requirements.
  - a. Complete copies of certificates of insurance for all required coverage's including additional insured endorsements shall be attached hereto and incorporated herein.
  - b. COUNTY is to be notified immediately of all insurance claims. COUNTY is also to be notified if any aggregate insurance limit is exceeded.
  - c. The comprehensive or commercial general liability shall contain a provision of endorsements stating that such insurance:
    - Includes contractual liability;



- Does not contain any exclusions as to loss or damage to property caused by explosion or resulting from collapse of buildings or structures or damage to property underground, commonly referred to by insurers as the “XCU Hazards;”
  - Does not contain a “pro rata” provision which looks to limit the insurer’s liability to the total proportion that its policy limits bear to the total coverage available to the insured; and
  - Does not contain an “excess only” clause which requires the exhaustion of other insurance prior to providing coverage.
- d. Deposit of Insurance Policy. Promptly on issuance, reissuance, or renewal of any insurance policy required by this MOU, IVC shall, if requested by COUNTY, cause to be given to COUNTY satisfactory evidence that insurance policy premiums have been paid together with a duplicate copy of the policy or a certificate evidencing the policy and executed by the insurance company issuing the policy or its authorized agent.
- e. Additional Insurance. Nothing in this, or any other provision of this MOU, shall be construed to preclude IVC from obtaining and maintaining any additional insurance policies in addition to those required pursuant to this MOU.
6. Termination. Either party may terminate this agreement upon thirty (30) days advance notice.

**IV. FUNDING**

This MOU does not include the reimbursement of funds between the Parties. Students of the Program are required to register for the classes through IVC and pay the required enrollment and student fees. If the students cannot pay the fees they may be eligible to apply for fee waivers and financial aid.

Executed in Imperial County, California on the date first written above.

**COUNTY:**

**PARTNER AGENCIES:**

**IMPERIAL COUNTY SHERIFF**

**IMPERIAL VALLEY COLLEGE**

By: \_\_\_\_\_

By: \_\_\_\_\_

**IMPERIAL COUNTY PROBATION**

By: \_\_\_\_\_

The Inside/Out College Program is designed to provide higher educational opportunities for 'inside' (incarcerated) and 'outside' (campus) students which explore critical sociological issues through individual and group activities, assignments, and projects. The program is modeled after The Inside-Out Prison Exchange Program developed and designed by Lori Fompa of Temple University in 1997 to bring college students and incarcerated individual together as peers in a classroom setting that emphasizes dialogue and critical thinking.

The Inside-Out model is designed to counter predominant stereotypes and myths held about jails/prisons and inmates through personal engagement. Participants are encouraged to see crime and justice issues from new perspectives that otherwise might not be considered. Students (free and incarcerated) are assisted in seeing themselves as potential agents of social change and encouraged to build new ideas about public service and meaningful citizenship.

The Inside-Out National Instructor Training Institute, with the assistance of the Philadelphia Prison System, Temple University, and the Soros Foundation, has trained over 300 instructors from 150 colleges/universities in 37 states, two Canadian provinces and Australia. As a result, Inside-Out has been able to bring over 10,000 'inside' and 'outside' students together in classrooms behind prison walls in order to consider the issues of crime and justice in a real-world setting.

**Exhibit A**

---

**For More Information Contact:**

**Gaylla A. Finnell**  
Program Coordinator

---

Imperial Valley College  
368 E. Aten Road  
Imperial, CA 92251

---

760-355-6511  
[gaylla.finnell@imperial.edu](mailto:gaylla.finnell@imperial.edu)

---

Program Modeled After:  
The Inside-Out Prison Exchange Program  
[www.insideoutcenter.org](http://www.insideoutcenter.org)

**inside  
+no**

---

**COLLEGE PROGRAM**

*A Pilot Community College  
Program Offered through the  
Cooperative Efforts of:*

**IMPERIAL VALLEY  
COLLEGE**

**IMPERIAL COUNTY  
SHERIFF'S OFFICE**

**IMPERIAL COUNTY  
PROBATION DEPARTMENT**

---

**BREAKING DOWN  
THE WALLS  
THAT SEPARATE US...  
THROUGH  
TRANSFORMATIONAL  
LEARNING**



### IVC Pilot Program

During academic year 2014-15, IVC will offer two courses from their Alcohol & Drug Studies program for Inside/Out students. The classes will be held at the Imperial County Day Reporting Center (former CYA facility), as follows:

**Fall 2014:** ADS 178 – Life Skills (1 unit). This course provides an in-depth overview of the skills to better living for those in recovery from abuse and addiction. (The class will meet for six weeks, from October 30 through December 11, 2014, on Thursdays from 2pm-4:40pm.)

**Spring 2015:** ADS 101 – Alcoholism: Intervention, Treatment, and Recovery (3 units). This course serves as an introduction to assessment and treatment approaches to alcoholism and drug abuse. Alcoholism will be studied in its social and clinical context. Attention will be given to the basic theoretical approaches to the disease. This course will examine the various components of intervention, treatment, recovery, and resources. (This class will meet for 16 weeks, schedule TBD.)

If the Inside/Out Program extends beyond the pilot year, a pathway for completion of an Associate Degree will be offered.



### Program Requirements

Courses are limited to 30 students, 15 "inside" students and 15 "outside" students. Students are required to register for the classes through IVC and pay the required enrollment and student fees. Inside students are eligible to apply for a California BOG Fee Waiver. In addition, inside students are eligible to apply for financial aid through the Federal Pell Grant program, which may provide financial assistance for enrollment fees and textbooks. Inside students will receive assistance in processing registration and financial aid applications at the Imperial County Day Reporting Center.

Inside students will be selected for participation based upon eligibility requirements established by the Imperial County Sheriff's Office. Outside students will be selected in accordance with the IVC open-enrollment policy. All students, inside and out, will be required to attend an orientation regarding the program rules of conduct during the first week of class. Strict adherence to the rules of conduct will be required of all students.

Inside and outside students will use first names only during class. No out-of-class contact will be allowed between inside and outside students.



### Facilitator Training

In order to learn how to best facilitate Inside/Out programming, representatives from IVC and ICSD will attend the Inside-Out National Instructor Training Institute during the summer of 2014. The available one-week institutes are:

- May 18-24 in Michigan (preferred)
- June 16-22 in Oregon
- June 30-July 6 in Philadelphia
- July 28-August 3 in Philadelphia

Cost - \$3,000/person

- Application Fee (\$75)
- Tuition, food, and materials (\$1,600)
- Lodging (\$525)
- Travel (\$700)
- Extra Meals (\$100)

The application and non-refundable \$75 fee is due by March 14, 2014. Payment of remaining fees is due by April 25, 2014.

Attendees will be trained in the experiential learning methods developed by the Inside-Out Prison Exchange Program.

To learn more about the Inside-Out Prison Exchange Program, go to:  
[http://www.youtube.com/watch?v=Uxrt5Rg\\_LMs](http://www.youtube.com/watch?v=Uxrt5Rg_LMs)