

Attachment A

Description of Program of Study

PROGRAM OF STUDY

ENERGY EFFICIENCY TECHNOLOGY MAJOR - A.S.

The Energy Efficiency Technology Associate in Science Degree is designed to provide instruction in manipulative skills, technical knowledge, and related construction trade information, which will prepare the student for employment in energy efficiency, home performance with emphasis in the Green Building Construction industry.

ALL REQUIRED COURSES FOR THIS MAJOR MUST BE COMPLETED WITH A MINIMUM GRADE OF "C" OR BETTER.

Twenty-four (24) units required for the major

I. Required courses for the major

ENVS 110	Environmental Science	3
BLDC 101	Safety Standards (Cal/OSHA) 30-Hour Card	3
BLDC 110	Construction Blueprints, Specifications, Measurements, and Codes	3
BLDC 115	Energy Fundamentals	3
EWIR 150	Solar Energy Systems	3
BLDC 155	Solar Thermal and Water Efficiency	3
BLDC 170	Essentials of Efficient Green Construction	3
BLDC 175	Home Performance Retrofits	3

Total Units

24

PH 113

PROGRAM OF STUDY

ENERGY EFFICIENCY TECHNOLOGY CERTIFICATE

The Energy Efficiency Technology Certificate is designed to provide instruction in manipulative skills, technical knowledge, and related construction trade information, which will prepare the student for employment in energy efficiency, home performance with emphasis in the Green Building Construction industry.

ALL REQUIRED COURSES FOR THIS CERTIFICATE MUST BE COMPLETED WITH A MINIMUM GRADE OF "C" OR BETTER.

Twenty-four (24) units required for the certificate

I. Required courses for the certificate

ENVS 110	Environmental Science	3
BLDC 101	Safety Standards (Cal/OSHA) 30-Hour Card	3
BLDC 110	Construction Blueprints, Specifications, Measurements, and Codes	3
BLDC 115	Energy Fundamentals	3
EWIR 150	Solar Energy Systems	3
BLDC 155	Solar Thermal and Water Efficiency	3
BLDC 170	Essentials of Efficient Green Construction	3
BLDC 175	Home Performance Retrofits	3

Total Units

24

2017-2018

Attachment B

Mission Statement

Mission Statement

The mission of Imperial Valley College is to foster excellence in education that challenges students of every background to develop their intellect, character, and abilities; to assist students in achieving their educational and career goals; and to be responsive to the greater community.

Institutional Master Plan Goals For 2008-2011

The Institutional Master Plan was developed in collaboration with the members of the Imperial Community College District Board of Trustees, faculty, staff, students, and administration. This Plan provides a sense of vision and a guide for multi-year planning. A comprehensive analysis of both internal and external environments influencing future development of the College, and an examination of the present and anticipated development of both the instructional and support services areas is outlined in the Plan.

The current Educational Master Plan may be obtained at
<http://accreditation.imperial.edu/>.

Please contact the President's Office at 760-355-6219 for more information.

Attachment C

Minutes of Building Construction Technology Committee Meeting of December 10, 2011

IMPERIAL VALLEY COLLEGE

INDUSTRIAL TECHNOLOGY

Building and Construction/Energy Efficiency

Advisory Committee

ADOPTED MINUTES

Minutes of December 10, 2011

Introduction of members and guest: Mr. Velasquez called the meeting to order at 12:08 p.m. Self-introductions were made of the following members present:

Members: Guillermo Garcia JBL Engineering
 Alfredo Fernandez Centenario Construction
 David Alonso Centenario Construction
 Bobby Maestre ABC Supply

Others: Jose Velasquez Instructor, Imperial Valley College
 Randy Smith ROP Instructor, Brawley Union High School

Absent: Robert Delgado Western Products, Inc.
 Francisco Cachu Imperial Valley College Student
 Dave Gaddis Gaddis Properties/ Instructor

Purpose of the meeting: Mr. Velasquez explained the purpose of the meeting and reviewed the functions of an Employer Advisory Board.

Review of Minutes: Mr. Garcia made a motion to approve the minutes of the May 13, 2010, meeting. The motion was seconded by Mr. Maestre. The motion carried unanimously.

Related labor market analysis to confirm high wage/significant wage increases opportunities

- a) **Labor market analysis and discussion of industry trends:** After reviewing the Employment Development Department's Labor Market Information document, the employers and instructors agreed that the statistics on page 6 of 8 of the Labor Market Analysis sheet do not appear to completely represent the area of Imperial County. This advisory group indicated that wages and employment opportunities vary from area to area.
- b) **Discussion on internship/employment opportunities:** Mr. Smith stated that his company was not hiring. Mr. Mr. Delgado mentioned his company will take applications for future project, but is not hiring at the moment.
Review industry certifications (if appropriate): No action required.
- c) **Validate need for training in area/non duplication:** Mr. Velasquez stated IVC and ROP had officially signed an articulation agreement for incoming students. The class that was articulated was BLDC 140. Mr. Velasquez stated that the purpose of the articulation agreement was so that incoming students who had already taken an ROP class (construction) or any other training, wouldn't have to repeat the same class at IVC. All employers were in favor of continuing the programs and do not believe that duplication is a problem.

Review of relevant data:

a) Number of graduates from previous year

Mr. Velasquez asked the group to review the 2009-10 Enrollment/Completers/Follow-up document enclosed in their packet. The general consensus was that enrollment had increased due to a decrease in employment.

Mr. Velasquez , reminded the committee that the new Building Construction Technology Core along with the three specializations in: Carpentry, Concrete Masonry and Project Management had been approved by the chancellor's office on 7/15/2010.

Mr. Velasquez gave an update on the B-Green program which had managed to retain 29 out of the 30 participants. In addition Mr. Velasquez informed the committee that the Energy Efficiency Technology Degree had been approved by the Chancellor's office on 01/07/2011.

Suggestions and recommendations: No additional suggestions or recommendations were given.

Motion to continue operation of the program: Mr. Velasquez made a motion to approve the Construction Course curriculum and with the existing courses. Mr. Garcia seconded the motion. The motion was carried unanimously.

Time and date of next meeting: Mr. Velasquez stated the meeting date has yet to be set, but a flier and emails would be sent out.

Adjournment: Mr. Velasquez adjourned the meeting at 1:10 p.m.

Attachment D

Labor Market Information



THE EMPLOYMENT
Employment Development Department

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Projections of Employment by Occupation, 2008 - 2018

SELECTIONS:

CIP Code(s):

- 469999 Construction Trades, Other

Geography: California

Includes: All California Counties

Annual Job Openings by Occupation

SOC Code	Occupation Title (Linked to "Occupation Profile")	2008 Employment	Annual Job Openings (1)
472131	Insulation Workers, Floor, Ceiling, and Wall	2,900	140
	Total	2,900	140

(1) Total Job Openings are the sum of new jobs from growth plus net replacements. Annual job openings are total job openings divided by the number of years in the projection period.

(2) This occupation has been suppressed due to confidentiality.

Table Generated on 3/21/2012 12:07:47 PM

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 Auxiliary aids and services are available upon request to individuals with dis-
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Employment Development Department

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Occupation Profile

Insulation Workers, Floor, Ceiling, and Wall (SOC Code : 47-2131) in California

Employers usually expect an employee in this occupation to be able to do the job after Moderate-term on-the-job t

[View a Career Video for this occupation from America's Career InfoNet \(requires Windows Media Player\)](#)

Occupational Wages

Area	Year	Period	Hourly Mean	
California	2011	1st Qtr	\$23.91	\$

[View Wages for All Areas](#) [About Wages](#)

Occupational Projections of Employment (also called "Outlook" or "Demand")

Area	Estimated Year-Projected Year	Employment		Emp Number
		Estimated	Projected	
California	2008 - 2018	2,900	3,300	400

[View Projections for All Areas](#) [About Projections](#)

Job Openings from JobCentral National Labor Exchange

Enter a Zip Code [Find a Zip code in California](#)

Within 25 miles of Zip Code.

Possible Licenses Required and Issuing Authority

License Title
Insulation and Acoustical Contractor

License Authority
Department of Consumer Affa
Contractors State License Bo
License Information Center
www.cslb.ca.gov

[About Licenses](#)

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Attachment E

Course Outlines of Record



IMPERIAL COMMUNITY COLLEGE DISTRICT
IMPERIAL VALLEY COLLEGE
COURSE OUTLINE-OF-RECORD

DIVISION: Economic and Workforce Development

DATE: February 09, 2010

COURSE TITLE: Safety Standards (Cal/OSHA) 30-Hour Card

COURSE NO.: BLDC 101

UNITS: 3

LEC HRS. 54.00

LAB HRS. 0

If cross-referenced, please complete the following

COURSE NO.(s)

COURSE TITLE

I. COURSE/CATALOG DESCRIPTION:

Safety Standards is a course designed to afford the student the opportunity to earn the General and Construction Industry OSI IA 30-Hour Card. The course will provide the student with essential instruction and learning allowing the student to develop and master knowledge and skills associated with safety and health recognition and prevention at a worksite. Topics include: OSHA and Cal OSHA standards, hazard analysis and identification, acceptable safety practices, proper selection and use of personal protective equipment, job hazard analysis and mitigation measures, hazard communication standards, and inspections, citations, and penalties. OSHA processing card fee will apply. (Nontransferable, AA/AS degree only)

II. A. PREREQUISITES, if any:

B. COREQUISITES, if any:

C. RECOMMENDED PREPARATION, if any:

III. GRADING CRITERIA:

Letter Grade Only

IV. STUDENT LEARNING OUTCOMES:

Upon course completion, the successful student will have acquired new skills, knowledge, and or attitudes as demonstrated by being able to:

1. Understand the appropriate use of personal protective equipment depending on job to be performed.(ILO1)
2. Understand the purpose of lockout and tagout of equipment.(ILO1,ILO2)
3. Analyze and understand the purpose of keeping an MSDS at the jobsite.(ILO1,ILO2,ILO5)

V. MEASURABLE COURSE OBJECTIVES AND MINIMUM STANDARDS FOR GRADE OF "C":

Upon satisfactory completion of the course, students will be able to:

1. Demonstrate an understanding of the Occupational Safety and Health (OSHA) standards as they apply to General Industry and Construction requirements.
2. Reference the OSHA standards and determine the requirements for compliance within a prescribed situation.
3. Analyze job site hazards and identify acceptable mitigation measures.
4. Complete an acceptable incident report and reference OSHA subpart and section.
5. Demonstrate an understanding of OSHA inspections, citations, and penalties.
6. List Personal Protective Equipment (PPE) and list one limitation for the use of each PPE item.
7. List and discuss the application of the Job Hazard Analysis model.
8. Explain the difference between OSHA Compliance and OSHA Consulting and their role in industry.

VI. CORE CONTENT TO BE COVERED IN ALL SECTIONS:

CORE CONTENT	APPROX. % OF COURSE
A. Occupational Safety and Health Act	10.00%
B. Hazard Recognition	10.00%

C. Hazard Analysis and Mitigation	15.00%
D. Incident investigation and reporting	15.00%
E. OSHA Inspections, Citations, and Penalties	10.00%
F. Personal Protective Equipment (PPE)	10.00%
G. Job Hazard Analysis	20.00%
H. OSHA Compliance and OSHA Consulting	10.00%
TOTAL	100%

VII. METHOD OF EVALUATION TO DETERMINE IF OBJECTIVES HAVE BEEN MET BY STUDENTS:

Class Activity

Essay

Mid-Term/Final Exam(s)

Objective

Oral Assignments

Problem Solving Exercise

Quizzes

Skill Demonstration

Written Assignments

VIII. INSTRUCTIONAL METHODOLOGY:

Audio Visual

Demonstration

Discussion

Group Activity

Individual Assistance

Lecture

Simulation/Case Study

Two (2) hours of independent work done out of class per each hour of lecture or class work, or 3 hours lab, practicum, or the equivalent per unit is expected.

IX. ASSIGNMENTS:

Out-of-class:

Read chapter 9 and understand the following: Many contracts require the engineer/architect to review the contractor's safety program and to monitor the contractor's safety performance. Discuss the merits and demerits of that approach. Analyze merits and demerits and discuss them during group discussions.

Reading and Writing:

Write a 2000 word essay discussing the safety program requirements for builders and compare the advantages and

dissadvantages of having the safety program rated.

X. TEXTBOOK(S) AND SUPPLEMENT(S):

Teeple, Joseph (2007). *What Every Supervisor Must Know About OSHA-General Industry* (Updated/e). -. ISBN: -
Teeple, Joseph (2007). *What Every Supervisor Must Know About OSHA-Construction* (Updated/e). -. ISBN: -

Attached Files

[OSHA Fee Requirement](#)



IMPERIAL COMMUNITY COLLEGE DISTRICT
IMPERIAL VALLEY COLLEGE
COURSE OUTLINE-OF-RECORD

DIVISION: Economic and Workforce Development

DATE: December 01, 2011

COURSE TITLE: Construction Blueprints, Specifications, Measurements, and Codes **COURSE NO.:** BLDC **UNITS:** 3
110

LEC HRS. 36.00

LAB HRS. 54.00

If cross-referenced, please complete the following

COURSE NO.(s)

COURSE TITLE

I. COURSE/CATALOG DESCRIPTION:

This is an introduction to construction blueprint reading and specifications. Study of the methods of graphic representation of building materials, symbols, measurements, and interpretation of building codes. (Nontransferable, AA/AS degree only)

II. A. PREREQUISITES, if any:

B. COREQUISITES, if any:

C. RECOMMENDED PREPARATION, if any:

III. GRADING CRITERIA:

Letter Grade Only

IV. STUDENT LEARNING OUTCOMES:

Upon course completion, the successful student will have acquired new skills, knowledge, and or attitudes as demonstrated by being able to:

1. Identify four blueprint symbols and learn their meaning and usage in blueprints. (ILO2,ILO3)
2. Compare the identified symbols to symbols used in other contries in order to understand symbol standarization in the world.(ILO5,ILO4)
3. Measure a linear dimension using an architect scale to be able to interpret the actual measurement according to the scale being used.(ILO1,ILO2,ILO3)

V. MEASURABLE COURSE OBJECTIVES AND MINIMUM STANDARDS FOR GRADE OF "C":

Upon satisfactory completion of the course, students will be able to:

1. Interpret graphic plan symbols into work order text and instructions.
2. Relate blueprint dimensions to building dimensions.
3. Extract information from blueprints.
4. Correlate blueprints and written specifications.
5. Interpret code references.

VI. CORE CONTENT TO BE COVERED IN ALL SECTIONS:

CORE CONTENT	APPROX. % OF COURSE
A. Construction Blueprint Symbols.	25.00%
B. Scales, dimensions, and Measurements.	20.00%
C. Blueprint, notes, title blocks, and text.	15.00%

D. Construction Specifications.	20.00%
E. Building Codes.	20.00%
TOTAL	100%

VII. METHOD OF EVALUATION TO DETERMINE IF OBJECTIVES HAVE BEEN MET BY STUDENTS:

Class Activity

Mid-Term/Final Exam(s)

Objective

Problem Solving Exercise

Quizzes

Skill Demonstration

Written Assignments

VIII. INSTRUCTIONAL METHODOLOGY:

Audio Visual

Computer Assisted Instruction

Demonstration

Group Activity

Lab Activity

Lecture

Two (2) hours of independent work done out of class per each hour of lecture or class work, or 3 hours lab, practicum, or the equivalent per unit is expected.

IX. ASSIGNMENTS:

Out-of-class:

Research Assignment: Research the Uniform Building Code, in order to find all the details and guidelines and codes governing the construction of a Type I or II steel framing five-story hotel, Occupancy Group R-1, with 41,500 square feet per floor. The building will be fully sprinklered. List all requirements and codes in a one page summary.

Reading and Writing:

Write a comprehensive 2000 word essay describing the construction process for the completion of this project, include all required permits and inspection types required for the county of Imperial.

X. TEXTBOOK(S) AND SUPPLEMENT(S):

Brown, W., B. Dorfmueller, D., P. (2005). *Print Reading for Construction, Residential and Commercial* (5th/e). Tinley Park, Illinois Goodheart-Wilcox. ISBN: 1-59070-347-2

Kubba, A.A. (2008). *Blueprint Reading: Construction Drawings for the Building Trades* McGraw-Hill companies. ISBN: 0071549862



IMPERIAL COMMUNITY COLLEGE DISTRICT
IMPERIAL VALLEY COLLEGE
COURSE OUTLINE-OF-RECORD

DIVISION: Economic and Workforce Development

DATE: July 22, 2010

COURSE TITLE: Energy Fundamentals

COURSE NO.: BLDC 115

UNITS: 3

LEC HRS. 36.00

LAB HRS. 54.00

If cross-referenced, please complete the following

COURSE NO.(s)

COURSE TITLE

I. COURSE/CATALOG DESCRIPTION:

This course is an introductory study in home performance concepts, California Energy Codes. Instruction will be based on blower door and dust tester standards, infrared camera monitoring, shell sealing standards, duct system analysis, repair and sealing standards. Cost and benefit analysis of sealing repairing and retrofitting for energy losses. Included will be the discussion on the leading organizations that influence sustainable buildings such as energy star and LEED, their design, and efficiency. Learning opportunities will be enhanced through a combination of lecture and laboratory activities. (Nontransferable, AA/AS degree only)

II. A. PREREQUISITES, if any:

B. COREQUISITES, if any:

C. RECOMMENDED PREPARATION, if any:
BLDC 110

III. GRADING CRITERIA:

Letter Grade Only

IV. STUDENT LEARNING OUTCOMES:

Upon course completion, the successful student will have acquired new skills, knowledge, and or attitudes as demonstrated by being able to:

1. Demonstrate and explain the three ways in which heat travels across a wall.(ILO1,ILO2)
2. Analyze and explain the proper installation of insulation in order to make an effective thermal boundary. (ILO1,ILO2,ILO3)
3. Explain and conduct a blower door test to gauge the pressure boundaries of a home establish its infiltration limit. (ILO1,ILO2,ILO5)

V. MEASURABLE COURSE OBJECTIVES AND MINIMUM STANDARDS FOR GRADE OF "C":

Upon satisfactory completion of the course, students will be able to:

1. Study and understand building performance and test equipment.
2. Study and comprehend home performance evaluation and analysis through the use of blower door.
3. Study and comprehend home performance through use of duct testers.
4. Critically evaluate pre and post test conditions and understand combustion appliance safety.
5. Critically evaluate R value in buildings through the use of an infrared camera.

VI. CORE CONTENT TO BE COVERED IN ALL SECTIONS:

CORE CONTENT	APPROX. % OF COURSE
I. Test Equipment 1.1 Blower Doors1 1.2 Duct Testers 1.3 Combustion Testing	20.00%

II. Blower Door 2.1 Installation Procedures 2.2 Operation Procedures 2.3 Minimum Ventilation Requirements	20.00%
III. Duct Testers 3.1 Installation Procedures 3.2 Operation Procedures 3.3 Duct Depressurization Limits	25.00%
IV. Combustion Appliance Safety 4.1 Safety Test Equipment 4.2 Test Equipment Calibration 4.3 Ambient Carbon Monoxide	20.00%
V. Infrared Camera Monitoring 5.1 Operation Procedures 5.2 Wall insulation monitoring	15.00%
TOTAL	100%

VII. METHOD OF EVALUATION TO DETERMINE IF OBJECTIVES HAVE BEEN MET BY STUDENTS:

Class Activity

Mid-Term/Final Exam(s)

Objective

Problem Solving Exercise

Quizzes

Skill Demonstration

Written Assignments

VIII. INSTRUCTIONAL METHODOLOGY:

Group Activity

Individual Assistance

Lab Activity

Lecture

Simulation/Case Study

Audio Visual

Computer Assisted Instruction

Demonstration

Discussion

Two (2) hours of independent work done out of class per each hour of lecture or class work, or 3 hours lab, practicum, or the equivalent per unit is expected.

IX. ASSIGNMENTS:

Out-of-class:

Identify and describe the role of Building Performance Institute Certification to determine the responsibility of each participant in the weatherization and auditing of a home.

Reading and Writing:

Read Chapter One of Residential energy book and make an analysis report on the laws of thermodynamics. Write a 300 word report.

X. TEXTBOOK(S) AND SUPPLEMENT(S):

Krigger, John & Dorsi (2009). *Residential Energy* (5th/e). Thomson-Shore, Inc..



IMPERIAL COMMUNITY COLLEGE DISTRICT
IMPERIAL VALLEY COLLEGE
COURSE OUTLINE-OF-RECORD

DIVISION: Economic and Workforce Development

DATE: November 17, 2011

COURSE TITLE: Solar Thermal and Water Efficiency

COURSE NO.: BLDC 155

UNITS: 3

LEC HRS. 18.00

LAB HRS. 108.00

If cross-referenced, please complete the following

COURSE NO.(s)

COURSE TITLE

I. COURSE/CATALOG DESCRIPTION:

This course is an introductory study in solar thermal concepts, water conservation, water efficiency retrofits, California Energy codes. Instruction will be based on solar thermal collector installation and operation and water saving devices and equipment. Included will be the discussion on energy saving opportunities with the use of various types of collectors such as storage or tank-type and tankless systems. Cost and benefit analysis will be studied of various water heating systems along with energy conservation and conversion. Learning opportunities will be enhanced through a combination of lecture and laboratory activities. (Nontransferable, AA/AS degree only)

II. A. PREREQUISITES, if any:

B. COREQUISITES, if any:

C. RECOMMENDED PREPARATION, if any:
BLDC 110

III. GRADING CRITERIA:

Letter Grade Only

IV. STUDENT LEARNING OUTCOMES:

Upon course completion, the successful student will have acquired new skills, knowledge, and or attitudes as demonstrated by being able to:

1. Understand and analyze various factors such as tank and pipe insulation, heat traps, automatic controls in order to define and understand standby and distribution losses. (ILO2, ILO4, ILO5)
2. Demonstrate knowledge and understanding of passive and active solar water heating systems, by defining the operation and efficiency of each system. (ILO1, ILO2)
3. Analyze and explain the importance of using antifreeze agents circulating through the solar collector. (ILO1, ILO2, ILO5)

V. MEASURABLE COURSE OBJECTIVES AND MINIMUM STANDARDS FOR GRADE OF "C":

Upon satisfactory completion of the course, students will be able to:

1. Study and understand different types of water heaters.
2. Critically evaluate and understand various solar collectors.
3. Study water saving opportunities and understand water saving equipment.
4. Critically evaluate and assess longevity of solar thermal equipment and water saving devices. Understand installation guidelines for solar thermal equipment and water saving devices.

VI. CORE CONTENT TO BE COVERED IN ALL SECTIONS:

CORE CONTENT	APPROX. % OF COURSE
I. Common Water Heater Types 1.1 Heat Pump 1.2 Tankless Coil	25.00%

1.3 Indirect Water Heaters 1.4 Demand or Tankless Water Heaters	
II. Solar Collectors 1.1 Flat Plate Collectors 3.2 Thermosiphon Systems 3.3 Drainback systems 3.4 Heat Exchangers 3.5 Batch Collectors	25.00%
III. Water Conservation 2.1 Energy Saving Devices 2.2 Energy Saving Equipment 2.3 Water Flow Controls	25.00%
IV. Energy Saving Analysis 3.1 Longevity of Equipment 3.2 Water Conservation Analysis	25.00%
TOTAL	100%

VII. METHOD OF EVALUATION TO DETERMINE IF OBJECTIVES HAVE BEEN MET BY STUDENTS:

- Class Activity
- Mid-Term/Final Exam(s)
- Objective
- Problem Solving Exercise
- Quizzes
- Written Assignments

VIII. INSTRUCTIONAL METHODOLOGY:

- Demonstration
- Discussion
- Group Activity
- Individual Assistance
- Lab Activity
- Lecture
- Simulation/Case Study
- Audio Visual
- Computer Assisted Instruction

Two (2) hours of independent work done out of class per each hour of lecture or class work, or 3 hours lab, practicum, or the equivalent per unit is expected.

IX. ASSIGNMENTS:

Out-of-class:
Research the energy efficiency of three solar water collectors and the cost in reference to their u-factor efficiency. Read chapter nine of the residential energy book on page 227 and compare and contrast the three different solar water heaters. Batch solar water heaters, Thermosiphoning water heaters, and Active solar water heating systems.

Reading and Writing:

Write a 2000 word cost and benefit analysis essay of the three different solar water heating systems to determine which system is the most suitable and cost effective for residential applications. Include a return on investment for each system in order to be able to calculate payback in years.

X. TEXTBOOK(S) AND SUPPLEMENT(S):

Kruger, J & Dorsi, C (2009). *Residential Energy* (5th/e). Saturn Resource Management, Inc. Helena, Montana. ISBN: 978-1-880120-09-5



**IMPERIAL COMMUNITY COLLEGE DISTRICT
IMPERIAL VALLEY COLLEGE
COURSE OUTLINE-OF-RECORD**

DIVISION: Economic and Workforce Development

DATE: September 03, 2009

COURSE TITLE: Essentials of Efficient Green Construction

COURSE NO.: BLDC 170

UNITS: 3

LEC HRS. 36.00

LAB HRS. 54.00

If cross-referenced, please complete the following

COURSE NO.(s)

COURSE TITLE

I. COURSE/CATALOG DESCRIPTION:

This course is an introductory study in sustainable building resources and applications, LEED certification requirements, home performance concepts, California Energy Codes, green building, and their relationships to the environment and residential construction. Instruction will be based on types of materials, inspections, construction applications, material retrofitting, career opportunities, and analysis of retrofitting costs. Included will be the discussion on the standard setting organizations that influence sustainable building, their design, and efficiency. Learning opportunities will be enhanced through a combination of lecture and laboratory activities. (Nontransferable, AA/AS degree only)

II. A. PREREQUISITES, if any:

B. COREQUISITES, if any:

C. RECOMMENDED PREPARATION, if any:
BLDC 110

III. GRADING CRITERIA:

Letter Grade Only

IV. STUDENT LEARNING OUTCOMES:

Upon course completion, the successful student will have acquired new skills, knowledge, and or attitudes as demonstrated by being able to:

1. Identify and describe the two types of solar construction: Active and Passive.(ILO1,ILO2)
2. Identify and describe the difference between internal and external heat factor in a residence.(ILO1,ILO2)
3. List and describe three different ways in which heat is transferred.(ILO1,ILO3)

V. MEASURABLE COURSE OBJECTIVES AND MINIMUM STANDARDS FOR GRADE OF "C":

Upon satisfactory completion of the course, students will be able to:

1. Investigate renewable and alternative energy and building regulatory organizations.
2. Study and comprehend home performance, site evaluation, design analysis of various systems. codes, U.S. Building Council: Leadership in Energy and Environmental Design(LEED), green building.
3. Investigate various renewable energy technologies and their relationship with energy conservation, scarce resources and the environment.
4. Compare, contrast and understand green building materials and their installation
5. Critically assess energy efficient products, technologies for home performance and energy conservation, water, HVAC and natural light, electrical and solar.
6. Understand layout and design requirements for green buildings and LEED certification in residential construction
7. Compare and contrast value engineering for energy efficient construction materials and installation methods.

VI. CORE CONTENT TO BE COVERED IN ALL SECTIONS:

CORE CONTENT	APPROX. % OF COURSE
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I. Alternative Energy 1.1 Building regulatory organizations 1.2 Energy Resources	10.00%
II. Home Performance 2.1 Value engineering 2.2 Retrofit cost analysis 2.3 Energy building codes 2.4 Leadership in energy and environmental design	15.00%
III. Renewable Energy Technologies 3.1 Energy conservation, water, electricity, HVAC. 3.2 Scarce resources 3.3 The environment	40.00%
IV. Green Building Materials 4.1 Types of materials 4.2 Installation	15.00%
V. Layout and Design Requirements 5.1 LEED certification in residential construction 5.2 Site evaluation 5.3 Design analysis	15.00%
TOTAL	95%

VII. METHOD OF EVALUATION TO DETERMINE IF OBJECTIVES HAVE BEEN MET BY STUDENTS:

- Class Activity
- Mid-Term/Final Exam(s)
- Objective
- Problem Solving Exercise
- Quizzes
- Skill Demonstration
- Written Assignments

VIII. INSTRUCTIONAL METHODOLOGY:

- Audio Visual
- Computer Assisted Instruction
- Demonstration
- Discussion
- Group Activity
- Individual Assistance
- Lab Activity
- Lecture
- Simulation/Case Study

Two (2) hours of independent work done out of class per each hour of lecture or class work, or 3 hours lab, practicum, or the equivalent per unit is expected.

IX. ASSIGNMENTS:

Out-of-class:

Identify a built, LEED-certified building for which you can obtain sufficient information to answer the following questions:

1. What level of certification has the building achieved?
2. List at least six design strategies or features of this building that contribute to its LEED certification. Indicate how many points each feature is worth in the LEED Project Checklist and explain how each contributes to sustainable building.
3. Identify the source of your information (magazine article, website, etc.) Attach one or two pages of information about the project taken from this source.

Reading and Writing:

Students will be required to read chapters as assigned. Students will also be required to write a comprehensive 300 word essay of the information documented for the chosen LEED certified building.

X. TEXTBOOK(S) AND SUPPLEMENT(S):

Gibson, S. & Johnston, D (2008). *Green from the ground up: Sustainable, healthy, and energy efficient home construction* (illustrated/e). Taunton. ISBN: 978-1561589739



IMPERIAL COMMUNITY COLLEGE DISTRICT
IMPERIAL VALLEY COLLEGE
COURSE OUTLINE-OF-RECORD

DIVISION: Economic and Workforce Development

DATE: May 28, 2010

COURSE TITLE: Home Performance Retrofits

COURSE NO.: BLDC 175

UNITS: 3

LEC HRS. 36.00

LAB HRS. 54.00

If cross-referenced, please complete the following

COURSE NO.(s)

COURSE TITLE

I. COURSE/CATALOG DESCRIPTION:

This course is an introductory study in home performance concepts, California Energy Codes, green building in residential construction. Instruction will be based on types of energy efficient material, inspections, construction applications and material retrofitting. Cost and benefit analysis of retrofitting costs. Included will be the discussion on the leading organizations that influence sustainable buildings such as energy star and LEED, their design, and efficiency. Learning opportunities will be enhanced through a combination of lecture and laboratory activities. (Nontransferable, AA/AS degree only)

II. A. PREREQUISITES, if any:

B. COREQUISITES, if any:

C. RECOMMENDED PREPARATION, if any:
BLDC 110

III. GRADING CRITERIA:

Letter Grade Only

IV. STUDENT LEARNING OUTCOMES:

Upon course completion, the successful student will have acquired new skills, knowledge, and or attitudes as demonstrated by being able to:

V. MEASURABLE COURSE OBJECTIVES AND MINIMUM STANDARDS FOR GRADE OF "C":

Upon satisfactory completion of the course, students will be able to:

1. Evaluate and understand energy efficient materials.
2. Study and comprehend home performance evaluation and analysis to meet Building Performance Institute Guidelines.
3. Compare, contrast and understand energy efficient retrofitting materials and their installation and weatherization materials and methods of installation.
4. Critically evaluate energy efficient products, technologies for home performance and energy conservation, Water, HVAC and natural light, electrical and solar.

VI. CORE CONTENT TO BE COVERED IN ALL SECTIONS:

CORE CONTENT	APPROX. % OF COURSE
I. Energy Retrofit Materials 1.1 Building regulatory organizations 1.2 Energy conservation, water, electricity, HVAC 1.3 Photovoltaic retrofits	20.00%
II. Home Performance 2.1 Retrofit cost analysis	20.00%

2.2 Energy building codes 2.3 Building inspection and diagnosis	
III. Energy Efficient Retrofits 3.1 Energy star compliance 3.2 Weatherization 3.3 Installation standards	25.00%
IV. Green Building Materials 4.1 Types of materials 4.2 Installation criteria 4.3 Home energy usage	20.00%
V. Design Requirements 5.1 LEED certification in residential construction 5.2 Site evaluation 5.3 Design analysis	15.00%
TOTAL	100%

VII. METHOD OF EVALUATION TO DETERMINE IF OBJECTIVES HAVE BEEN MET BY STUDENTS:

- Class Activity
- Mid-Term/Final Exam(s)
- Objective
- Problem Solving Exercise
- Quizzes
- Skill Demonstration
- Written Assignments

VIII. INSTRUCTIONAL METHODOLOGY:

- Demonstration
- Discussion
- Group Activity
- Individual Assistance
- Lab Activity
- Lecture
- Simulation/Case Study
- Audio Visual
- Computer Assisted Instruction

Two (2) hours of independent work done out of class per each hour of lecture or class work, or 3 hours lab, practicum, or the equivalent per unit is expected.

IX. ASSIGNMENTS:

- Out-of-class:
See below.
- Reading and Writing:

Read chapter two of Residential Energy book and make an analysis report on the building shell heat losses and heat gains. Write a 300 word report.

X. TEXTBOOK(S) AND SUPPLEMENT(S):

Gibson, S. & Green, J.D. (2008). *Green from the Ground Up: Sustainable, healthy, and energy efficient home construction* (illustrated/e). Taunton.



IMPERIAL COMMUNITY COLLEGE DISTRICT
IMPERIAL VALLEY COLLEGE
COURSE OUTLINE-OF-RECORD

DIVISION: Science/Math Engineering

DATE: January 19, 2012

COURSE TITLE: Environmental Science

COURSE NO.: ENVS 110

UNITS: 3

LEC HRS. 54.00

LAB HRS. 0

If cross-referenced, please complete the following

COURSE NO.(s)

COURSE TITLE

AG 110

Environmental Science

I. COURSE/CATALOG DESCRIPTION:

This course is designed to provide students with an overview and understanding of the relationships between human populations and the natural environment. The class will focus on basic concepts of science and ecosystem theory, human impacts on the biosphere, air, water, land, and environmental problems faced by the Imperial Valley that have regional and global consequences, and some of the proposed solutions. Field trips and activities may be included in this course. (CSU, UC)

II. A. PREREQUISITES, if any:

B. COREQUISITES, if any:

C. RECOMMENDED PREPARATION, if any:

Equivalent of
ENGL 089 and
ENGL 099

III. GRADING CRITERIA:

Letter Grade Only

IV. STUDENT LEARNING OUTCOMES:

Upon course completion, the successful student will have acquired new skills, knowledge, and or attitudes as demonstrated by being able to:

1. identify an important issue in environmental science, conduct research via literature review, interviews with experts, and/or hands-on projects, and document the information sources by citing references parenthetically within a research paper and listing them at the end, using a standard documentation style, such as MLA. (ILO4)
2. use ecosystems thinking to design and create a visual representation of a sustainable human settlement which functions on ecosystem principles and fulfills the ethic of caring for the earth and caring for the people. (ILO5)
3. identify an important issue in environmental science, conduct research on it via literature review, interviews with experts, and/or hands-on projects, and clearly communicate the content learned by writing a research paper and/or giving a presentation to the class. (ILO1)

V. MEASURABLE COURSE OBJECTIVES AND MINIMUM STANDARDS FOR GRADE OF "C":

Upon satisfactory completion of the course, students will be able to:

1. describe the role of science, the use of the scientific method, the importance of stewardship, and the concept of sustainability in the environmental field. The student will also identify local and global environmental challenges.
2. recognize and describe the science, structure, function, dynamics, adaptations of and major threats to local and global ecosystems.
3. describe the environmental impacts of human population growth and material consumption nationally and internationally. The student will also identify some of the solutions that can address the population and consumption challenges.
4. describe the importance of protecting wildlife and habitats and conserving biodiversity. The student will identify endangered species found at the Salton Sea and local deserts and describe efforts to protect them. The student will also describe the characteristics of distinct local habitats (the Salton Sea and the deserts) and the efforts to effectively manage and conserve them.

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5. describe the hydrological cycle and identify ways that humans negatively impact the cycle. The student will describe the quality of fresh water globally and identify major sources of water pollution. The student will apply these principles to local water bodies such as the New and Alamo Rivers and the Salton Sea. The student will also describe the political aspects of water allocations of the Colorado River and its impact on the Imperial Valley.

6. describe the state and federal laws and regulatory agencies that govern environmental concerns of air, water, land, human health, and chemical hazards. The student will also describe the use of cost-benefit analysis in the development of environmental policies.

7. identify common human health effects of environmental exposures. The student will recognize the steps involved in risk analysis, how risk perception affects individual and group decision making, and strategies for managing risks.

8. describe agricultural practices in the Imperial Valley with regard to the following concepts: soil characteristics; use of irrigation; the benefits and drawbacks of fertilizer use and pest control; the environmental impacts in air, soil, and water; and the economic impact regionally and nationally.

9. identify the major sources of air pollution locally and nationally. The student will recognize the benefits and environmental impacts of fossil fuels and describe alternatives to its use such as the development of solar, wind, and geothermal energy and the development of public transportation systems and alternative fuels for vehicles.

10. describe how materials are managed to minimize or eliminate environmental impacts. The student will identify the federal regulations governing the clean-up and handling of chemical and hazardous materials. The student will also describe the process of managing solid waste from source reduction to recycling.

11. identify solutions to local and global environmental problems. The student will also describe how politics, citizen involvement, and personal commitment can shape these solutions.

VI. CORE CONTENT TO BE COVERED IN ALL SECTIONS:

CORE CONTENT	APPROX. % OF COURSE
1. Introduction and Overview A. Role of science and the scientific method B. Sustainability and stewardship C. Global and local environmental challenges	4.00%
2. Ecosystem Science A. Scientific principles of matter and energy B. Biogeochemical cycles C. Population dynamics and equilibrium D. Adaptations: Natural selection and evolution E. Threats to local and global ecosystems	16.00%
3. Human Population A. Population growth and consumption i. World trends ii US statistics B. Addressing the population problem	6.00%
4. Natural Resources A. Wildlife Importance of biodiversity Endangered species in the Imperial Valley B. Habitats Salton Sea Deserts	8.00%
5. Water Resources A. Hydrological cycle B. Human impact on the water cycle C. Quality of fresh water D. Sources of water pollution E. Salton Sea, Alamo and New Rivers F. Water politics and the Colorado River	8.00%
6. Economics and Public Policy G. Federal and state regulations H. Regulatory agencies I. Cost-benefit analysis	6.00%

7. Human Health and Risk Analysis A. Health effects of environmental exposure B. Risk analysis C. Risk perception D. Risk management	6.00%
8. Agriculture A. Agricultural practice in the Imperial Valley B. Soil characteristics C. Irrigation D. Fertilizers and pest control E. Environmental impact F. Economic impact	14.00%
9. Air Pollution A. Sources of air pollution locally and nationally B. Environmental impact of fossil fuels C. Alternatives i. Renewable energy resources: Solar, wind, and geothermal ii. Transportation: Public systems and alternative fuels	12.00%
10. Materials Management A. Hazardous Materials Management Chemicals in the Environment Remediation Regulations B. Solid Waste Management Source reduction Recycling	14.00%
11. Solutions to environmental problems A. Politics B. Citizen involvement C. Personal commitment	6.00%
TOTAL	100%

VII. METHOD OF EVALUATION TO DETERMINE IF OBJECTIVES HAVE BEEN MET BY STUDENTS:

Class Activity

Essay

Mid-Term/Final Exam(s)

Objective

Oral Assignments

Problem Solving Exercise

Quizzes

Skill Demonstration

Written Assignments

Other, please identify

VIII. INSTRUCTIONAL METHODOLOGY:

Demonstration

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Discussion

Group Activity

Individual Assistance

Lab Activity

Lecture

Simulation/Case Study

Field Trips

Community Service

Audio Visual

Computer Assisted Instruction

Two (2) hours of independent work done out of class per each hour of lecture or class work, or 3 hours lab, practicum, or the equivalent per unit is expected.

IX. ASSIGNMENTS:

Out-of-class:

Students may attend field trips or community functions. Students will participate in group assignments which will require out-of-class cooperation to complete. These assignments may relate to any or all of the course objectives. Students will design a sustainable human settlement and draw a map of it and present their design to the entire class.

Reading and Writing:

Prepare a proposal paper which will assist students in preparing their research paper and science project on a topic of choice with approval of instructor.

Reading assignments will require the student to conduct research through the text or other literature to find relevant information and will be assigned as the course progresses. These assignments may relate to any or all of the course objectives because the students are given a menu of topics to choose from that may include but are not limited to these topics: the role of science, stewardship, local and global ecosystems, conserving biodiversity, water management, federal agencies and laws, human health effects of pollution, agricultural impacts and solutions to them, air pollution, impacts of fossil fuel use, global climate change, materials management and recycling, sustainable solutions to environmental problems and personal commitment.

X. TEXTBOOK(S) AND SUPPLEMENT(S):

Wright, Richard T., Dorothy Boorse, Jay Withgott, Scott Brennan (2011). *The Pearson Custom Library Environmental Science: Imperial Valley College Environmental Science* Boston, MA Pearson Learning Solutions. ISBN: 100558610021
Mollison, Bill. *Permaculture: A Designers' Manual*. Tyalgum Australia: Tagari Publications. 1988 ISBN O 908228015



IMPERIAL COMMUNITY COLLEGE DISTRICT
IMPERIAL VALLEY COLLEGE
COURSE OUTLINE-OF-RECORD

DIVISION: Economic and Workforce Development

DATE: September 03, 2009

COURSE TITLE: Solar Energy Systems

COURSE NO.: EWIR 150

UNITS: 3

LEC HRS. 36.00

LAB HRS. 54.00

If cross-referenced, please complete the following

COURSE NO.(s)

COURSE TITLE

I. COURSE/CATALOG DESCRIPTION:

This course provides students with instruction in the principles of photovoltaic technology. Instruction includes an overview of photovoltaics, electric principles, the solar resource, and electric load analysis; photovoltaic modules, batteries, and inverters; photovoltaic system wiring and sizing; utility-interactive systems, integrating photovoltaics into buildings and system applications; installation, maintenance and troubleshooting; and safety. (Nontransferable, AA/AS degree only)

II. A. PREREQUISITES, if any:

B. COREQUISITES, if any:

C. RECOMMENDED PREPARATION, if any:

MATH 080
ELTR 120 or
EWIR 110

III. GRADING CRITERIA:

Letter Grade Only

IV. STUDENT LEARNING OUTCOMES:

Upon course completion, the successful student will have acquired new skills, knowledge, and or attitudes as demonstrated by being able to:

V. MEASURABLE COURSE OBJECTIVES AND MINIMUM STANDARDS FOR GRADE OF "C":

Upon satisfactory completion of the course, students will be able to:

1. Locate orientation and declination of the sun for different seasons of the year using national geophysical data center maps.
2. Explain and apply OSHA safety and health standards, policies and procedures for general industry.
3. Identify the laws of thermodynamics and its effects from the sun to understand heat.
4. Utilize solar ovens green house effect to trap heat and cook food.
5. Demonstrate how a solar hot water system may be installed and used in a home.
6. Explore the advantages of passive solar home design.
7. Describe how energy can be generated from the wind using wind generator.
8. Compare the advantages and disadvantages of photovoltaic technology.
9. Explain series and parallel circuits in power sources and electric loads.
10. Perform load estimates using electrical load requirements use national electrical code.
11. Explain the photovoltaic principles of photovoltaic arrays.
12. Describe battery specifications, types, and operations.
13. Identify controller types, features and sizing.
14. Investigate inverter operating principles, features and types.
15. Explore photovoltaic system overcurrent protection, disconnects, and grounding utilizing National Electrical Code.
16. Computer the size of a photovoltaic system using a sizing worksheet.
17. Explain net-metering of a utility interactive-photovoltaic system.
18. Describe the operation of a hybrid system with generators.
19. Explain how to use a system installations final checklist for a photovoltaic array installation.
20. Troubleshoot photovoltaic wiring problems using a multimeter and OHM's law.

VI. CORE CONTENT TO BE COVERED IN ALL SECTIONS:

CORE CONTENT	APPROX. % OF COURSE
A. The suns position and orientation	5.00%
B. Electrical safety and safety for construction.	5.00%
C. The heat from the sun and its effects.	5.00%
D. Cooking food with solar ovens green house effect.	5.00%
E. Heating water with the sun.	5.00%
F. Passive home design	5.00%
G. Generate electricity with a wind power generator.	5.00%
H. Photovoltaic technology and system types.	5.00%
I. Series and parallel circuits in power sources.	5.00%
J. Load analysis, electrical load requirements and calculating load estimates use National Electrical Code.	5.00%
K. Principles of photovoltaic arrays and mounting photovoltaic modules	5.00%
L. Battery specification, types, and operations.	5.00%
M. Controller types, features, and sizing.	5.00%
N. Inverter operator principles, features, and types.	5.00%
O. Photovoltaic system overcurrent protection, wire size, disconnects, and grounding utilizing National Electrical Code.	5.00%
P. System wiring design and installation.	5.00%
Q. Utility interactive system.	5.00%
R. Photovoltaic system applications.	5.00%
S. System installation, tools materials and final checklist.	5.00%

T. Maintaining and troubleshooting photovoltaic systems (BIPS)	5.00%
TOTAL	100%

VII. METHOD OF EVALUATION TO DETERMINE IF OBJECTIVES HAVE BEEN MET BY STUDENTS:

Class Activity

Mid-Term/Final Exam(s)

Objective

Oral Assignments

Problem Solving Exercise

Quizzes

Skill Demonstration

Written Assignments

VIII. INSTRUCTIONAL METHODOLOGY:

Discussion

Individual Assistance

Lab Activity

Lecture

Audio Visual

Demonstration

Two (2) hours of independent work done out of class per each hour of lecture or class work, or 3 hours lab, practicum, or the equivalent per unit is expected.

IX. ASSIGNMENTS:

Out-of-class:

Students will read eight chapters from the textbook related to Photovoltaic Technologies. Students will complete four 6-10 pages research paper related to Photovoltaic systems applications such as: photovoltaic arrays, overload protections, utility-interactive systems, maintenance, job safety, and controller types.

Reading and Writing:

Students will write technical essays related to the principles of operation of solar photovoltaic cells, and their different configurations using Ohm's Law and Watt's Law. Students will complete 16 in-class experiments using photovoltaic modules, batteries, inverters, to power resistive or inductive loads applying a correct load analysis.

X. TEXTBOOK(S) AND SUPPLEMENT(S):

Solar Energy International (2004). *Photovoltaics, Design and Installation Manual* New Society Publishers. ISBN: 0-8657-520-3

Atchison, Clay (2006). *Your Solar Home - Guidebook* Hayward, CA. Alonzo Printing. ISBN: 0-9776342-0-5

National Fire Protection Association (2005). *2005 NEC - National Electrical Code Handbook* (1st/e). Thomas Delmar Learning. ISBN: -

refer to the current textbook list and syllabi

Attachment F

Institutional Approvals

**IMPERIAL VALLEY COLLEGE
CURRICULUM AND INSTRUCTION COMMITTEE
ADOPTED MINUTES
REGULAR MEETING
THURSDAY MAY 27, 2010
3:05 p.m. – Board Room**

Present:	Tina Aguirre Suzanne Gretz Jose Ruiz	Kathy Berry Carol Lee Efrain Silva	Ted Ceasar Val Rodgers Lianna Zhao	Dave Drury Taylor Ruhl David Zielinski
Consultants:	Michael Heumann	Gloria Carmona	Jose Lopez	
Absent:	Victor Jaime	Steven Sciaky		
Visitors:	Martha Garcia	Ricardo Jimenez	Linda Amidon	Glenn Swiadon
Recorder:	Dixie Krimm			

I. Opening of the Meeting

A. Call to order – Carol Lee, Co-Chair

Carol Lee, Co-Chair, called the regular meeting of the Imperial Valley College Curriculum and Instruction Committee to order at 3:05 p.m. on Thursday, May 27, 2010.

B. Approval of the Minutes

1. Regular Meeting of May 6, 2010

M/S/C Zhao/Silva to approve the minutes of the May 6, 2010 regular meeting of the C & I Committee, as presented. The motion carried.

C. Student Learning Outcomes

Kathy mentioned that the SLO Symposium went well – SAO's discussed.

II. Action Items

A. Rescission of Committee Action

1. Rescission of Action Taken May 6, 2010: Approval of PD 100 to COUN 100

M/S/C Aguirre/Rodgers to rescind the motion to approve the revision of the course rubric from PD 100 to COUN 100 which action was taken by the C & I Committee at its meeting of May 6, 2010 due to original approval given by the C & I Committee at its regular meeting of April 1, 2010, as follows:

"M/S/C Jaime/Rodgers to approve the revision of the course rubric from Personal Development (PD) to Counseling (COUN) for PD 100, effective 2010 - 2011, as presented. The motion carried."

The motion carried.

B. Credit Courses

1. Curriculum Committee Policy

M/S/C Zhao/Rodgers to approve the establishment of the following policy: "Any items which require formal approval/authorization by the California Community Colleges Chancellor's Office (CCCCO) not be placed in the catalog until said approval is received by the campus." Effective July 1, 2010. The motion carried.

2. Deleted Courses

- a. FREN 200 – Intermediate French I (4.0)
- b. FREN 210 – Intermediate French II (4.0)

M/S/C Ruiz/Zhao to approve the deletion of FREN 200 and FREN 210, effective 2010-2011, as presented. The motion carried.

3. Revised Courses

- a. COUN 100 – Personal and Career Development (3.0)

M/S/C Cesar/Silva to approve the revision to the course description, outline of record, and textbooks for COUN 100, effective 2010-2011, as presented. The motion carried.

4. New Courses

- a. BLDC 155 – Energy Fundamentals (3.0)
- b. BLDC 155 – Solar Thermal and Water Efficiency (3.0)
- c. BLDC 175 – Home Performance Retrofits (3.0)

M/S/C Silva/Rodgers to approve the addition of BLDC 115, BLDC 155, and BLDC 175, to the credit curriculum, effective 2010-2011, as presented. The motion carried.

- d. FREN 198 – Directed Study in French (1.0-3.0)

M/S/C Ruiz/Zhao to approve the addition of FREN 198 for 1-3 units, to the credit curriculum, effective 2010-2011, as presented. The motion carried.

- e. FREN 201 – Intermediate French I (5.0)
- f. FREN 211 – Intermediate French II (5.0)

M/S/C Ruiz/Aguirre to approve the addition of FREN 201 and FREN 211, to the credit curriculum, effective 2010-2011, as presented. The motion carried.

- g. SPCH 130 – Critical Thinking in Small Groups (3.0)

THIS ITEM WAS WITHDRAWN

C. Majors and Certificates

1. Revised Majors

- a. French Major

M/S/C Ruiz/Rodgers to approve the revision of the French Major to delete FREN 200 (4) and FREN 210 (4) and include FREN 201 (5) and FREN 211 (5) as required courses, effective 2010-2011, as presented. The motion carried.

b. Communication Arts

THIS ITEM WAS WITHDRAWN

2. New Major and Certificate

a. Energy Efficiency Technology Major and Certificate (24 total units for the major and certificate)

M/S/C Silva/Rodgers to approve the addition of the Energy Efficiency Technology Major and Certificate to the credit programs, effective 2010-2011, as presented. The motion carried.

D. Curriculum Policies and Procedures

1. AP 4105, Distance Education

M/S/C Rodgers/Silva to approve the revision of AP 4105 Distance Education, to add the steps to be followed when developing and delivering online courses, effective 2010-2011. The motion carried.

III. Discussion Items

Academic Senate would like a recommendation regarding the reorganization and the effect on the Curriculum and Instruction Committee. Several options were discussed. C&I Co-Chairs will draft the new structure over the summer and present at the next meeting.

IV. Information Items

None

V. Other Items

None

VI. Next Regular Meeting: THURSDAY, SEPTEMBER 2, 2010, 3:05 P.M.

Materials Due: WEDNESDAY, AUGUST 25, 2010, 5:00 P.M.

VII. Adjournment

IVC Academic Senate Meeting
Unapproved Minutes
September 1, 2010 1:30 p.m.
Board Room, Building 10

I. Call to Order by the President

The meeting was called to order at 1:33 p.m. by President White.

Roll Call by Linda Amidon, Recorder:

Present: Daniel Gilson, Kevin White, Cathy Zazueta, Norma Nunez, Bruce L. Seivertson, Kathy Berry, Carlos Espericueta (ASG Representative), Elizabeth Trevino, Norma Scott, Mary Jo Wainwright, Jeff Beckley, David Zielinski, Toni Pfister, Jill Kitzsmiller, Mary Lofgren, James Patterson, Eric Lehtonen, Barbara Nilson

Absent: Michael Heumann, Romano Sanchez-Dominguez, Rosalba Jepson, Suzanne Gretz, Cesar Guzman, Scott Simpson(?)

Visitors: Robert Baukholt, Efrain Silva, Tina Aguirre, Frank Rapp, Carol Cortes-Ramirez, Nan Everly, Superintendent/President Ed Gould, Gaylla Finnell, Craig Holloway (ASG), Sheila Dorsey-Freeman, Frances Beope, Norma Nava, Russell Lavery, Taylor Ruhl, Brian McNeece, Victor Jaime, John Lau, Alfredo Cuellar, Krista Byrd, Todd Finnell, Celeste Armenta, Kevin Marty

Vice President Patterson confirmed a quorum with 15 members in attendance.

II. Visitor Comments

- Dr. Russell Lavery recognized Toni Pfister for her outstanding work as SLO Coordinator. He appealed to her to have the SLOs and IVC mission posted in the 2700 building. Although she didn't have anything to do with the posting of the SLOs and mission around campus, Dr. Toni Pfister offered to look into this matter. VP Berry explained that former Dean of Applied Science Gonzalo Huerta had the SLOs and mission posted in areas on campus; she will follow up on the postings in the 2700 building.

III. Consent Agenda

1. Academic Senate minutes of 6-2-10
2. C & I Minutes 5-06-10 and 5-27-10
3. Resolution No: 14130 Recommendations to President
4. Recommendation to the Board – Major, Certificate, Course Additions & Deletions

M/S/C Patterson/Nunez to approve the consent agenda items as posted.

Discussion took place regarding the revision to AP 4105, Distance Education; however, it was pointed out that the item was not included on the agenda. It was determined that two versions of the agenda had been posted, one listing four items under Consent Agenda and another with seven items including the revision to AP 4105. Copies of the agenda containing the seven consent agenda items were subsequently distributed at the meeting, but no action was taken on AP 4105.

IV. Reports

1. President White:

- Welcomed everyone in attendance, especially the new Senators. He stated that serving on the Academic Senate involves a steep learning curve, but he provided assurance that he and the Senate would be more effective this year and would continue to work hard on academic and professional matters.
- Thanked VP Berry for providing secretarial support for Senate meetings. He noted that the Academic Senate Secretary could take a more active role in Senate matters including meetings if the Secretary did not have to take minutes. Kathy Berry explained that secretarial support would be provided on a temporary basis. President White stated that the District is standardizing committee minutes across the campus as a result of accreditation.
- Reported that he, VP Berry, Carol Lee, and Dean Efrain Silva attended the Curriculum Institute in July. The Senate will address issues raised at the Institute at its next meeting.
- Reported that he attended the California Community Colleges, Chancellor Jack Scott's Circle Luncheon with President Gould on August 26th at Cuyamaca College. The Chancellor updated attendees on state-wide issues.
- Discussed with members of the State Academic Senate Executive Committee the idea of visiting IVC to address the Senate and faculty issues.
- Announced that seven Senate meetings are scheduled for the Fall semester and eight in the Spring semester.
- Stated that all new Senators, based on the reorganization would be identified if not confirmed at the next Senate meeting.
- Announced that IVC has been honored with Past President Bruce Seivertson appointment to the State Faculty Development Committee by the State Academic Senate.
- Announced that this academic year he would provide trainings on the role, responsibilities, and leadership duties of the Academic Senate during some Senate meetings.

2. Past President Dr. Bruce Seivertson:

- Recognized Dr. Dennis Carnes for pursuing the reorganization of the Curriculum and Instruction Committee.
- Announced that a Dennis Carnes Scholarship would be established; he, Carol Cortes-Ramirez, and Nan Everly are spearheading this endeavor. A celebration of life for Dennis Carnes is scheduled for next month. Dr. Seivertson proposed that attendees play bingo in Dr. Carnes' honor, with the pot split one-half to the scholarship and one-half to the winner. Dr. Seivertson will be contributing \$100 towards the scholarship. An additional \$800(?) in pledges were made by meeting attendees, including Superintendent/President Gould, Nan Everly, Kevin Marty, _____, _____, _____, _____, _____. Carol Cortes-Ramirez and Nan Everly are the contacts for questions related to the scholarship

3. Treasurer Norma Nunez:

- Reported a current balance of \$8,797.00, with no 2010-2011 expenditures to date.
- Reported that \$2,800 was raised during the spring fundraiser.
- Senator Mary Lofgren reported that scholarships totaling \$2,500.00 were awarded (four at \$500 and two at \$250). She will send an email with the names of the scholarship recipients. The scholarship committee received a thank you letter from recipient Lucia Diaz, which Mary will present at the next Senate meeting. Mary briefly described the process for selecting the scholarship recipients.

4. VP of Instruction Kathy Berry:

- Thanked faculty for accommodating the numerous crashers this fall semester.

- Reported fall semester statistics as of 9:00 a.m. this morning:
 - 106.82% fill rate
 - 29,307 total students filling 27,436 seats
 - 9 classes cancelled
 - 12 classes added, including doubled classes
 - 72 distance ed sections, a 41% increase over last fall
 - Reported this is the first year that the District is not under crisis, which allowed her the opportunity to walk around campus and visit with students and faculty during the first week of the fall semester. Through her conversations with students she discovered that many students are communicating via Facebook regarding those instructors who accepting crashers in their classes.
 - Reported that the Instructional Deans are fully in place.
 - Reported that an adjunct orientation was held this fall.
 - Announced that the Continuous Accreditation Readiness Team (CART) would begin meeting in October. Training for the Educational Master Plan Committee (EMPC) is scheduled for September 24th.
5. Chief Financial Officer (CFO) John Lau:
- Thanked the union negotiators for their professionalism during negotiations meeting.
 - Reported on construction projects:
 - modernization of building 400 will begin shortly
 - rebuilding of the Art Gallery is in process and on schedule
 - remodeling of the former English Division as the new location of the Instruction Office is in process
 - the parking lot is scheduled for completion in February. The District is awaiting the installation of a stoplight, which will be partially funded with \$160,000 in County funds.
 - Announced the District's final budget will be presented in October. VP Lau reported that the District's budget process is improving – there is 2% variance between actual expenditures and budgeted expenses, which represents a difference of approximately \$500,000. He anticipates a better program review process this year, which will help to further improve the budget process.
6. Basic Skills Initiative (BSI) Coordinator Frank Rapp:
- Reported that no meetings have taken place yet this year.
 - Reported that he has sent a series of emails regarding basic skills effective practices and is awaiting feedback.
 - Announced that the _____ Region will be hosting a conference in Escondido on October 29. The conference is open to all faculty members and will focus on data collection and the use of data. Frank will provide the conference flyer electronically.
7. Student Learning Outcomes (SLO) Coordinator Dr. Toni Pfister:
- Stated there was nothing new to report since the last meeting in June. There was no activity during the summer, but she is in the process of gearing up for the new academic year.
 - Reported that not all SLO forms had been turned in by the deadline last spring, which has made it difficult to close out the 2009-2010 process. Dr. Pfister recommends changing the due date from the 15th week of the semester to the _____ week.
 - The SLO Committee will meet the second Wednesday of each month at 1:30 p.m.; the first meeting of the academic year is scheduled for next week and she will be posting the agenda.
8. Associated Student Government (ASG) President designee Carlos Espericueta:
- Reported the ASG hosted a Welcome Back barbeque for students.
 - Stated that ASG is looking forward to this academic year.

9. Contingent Faculty Representative, Adjunct Representative Norma Scott:
 - Reported that she had attended the adjunct faculty orientation. She thanked the committee that organized the event (Efrain Silva, Krista Byrd, Bruce Seivertson, Brian McNeece, Michael Heumann, Alfredo Cuellar, Eric Lehtonen).

V. Action Items: Academic and Professional Matters

1. C & I Instruction Committee Reorganization

M/S/C Lee/Zazueta to accept the reorganization of the C & I Committee as modified.

The Senate agreed that the Academic Senate Representative appointed to the committee would remain as co-chair of the new Curriculum Committee, and to maintain the "Assistant Librarian" as the voting member on the committee representing the Library. Modifications included the addition of the Basic Skills Coordinator as a consultant to the Curriculum Committee.

2. Election of Executive Committee Senate Officers 2010-11
 - Vice President - Dr. James Patterson elected following nomination by Barbara Nilson.
 - Secretary - Frank Rapp elected following nomination by Barbara Nilson.
The current duties of the Secretary were outlined: record minutes (it is anticipated that this duty will be eliminated eventually); conduct _____; maintain file of minutes; maintain documents at meetings; maintain correspondence; maintain Senate Website. The Senate Secretary would receive reassigned time.
 - Treasurer – Norma Nunez re-elected following nomination by Barbara Nilson. Senator Nunez was recognized for her previous work as Treasurer. The duties of the Treasurer were outlined: budget development (in the month of March); generate purchase orders and maintain records; financial reports.

VI. Committees

1. Curriculum and Instruction – Carol Lee reported that the committee met August 26 to recommend revision to the committee composition. The new Curriculum Committee will meet September 16 for mandatory training on stand-alone courses. Co-Chair VP Berry stated the committee's recommendation for Academic Senate Representative will be taken up at the next Curriculum Committee meeting.
2. College Council – No report provided.
3. Equivalency – Mary Joe Wainwright reported that the Equivalency Committee is moving forward with the survey.
4. Budget and Fiscal Planning – John Lau announced the topic of the next meeting would be the final budget.
5. Learning Support Services – No report provided.
6. Distance Education – DE Coordinator David Zielinski announced the next committee meeting is September 2nd in the Arts & Letters Division conference room. The committee will review the committee's goals and objectives. The minutes of the June meeting reflected the goals and objectives as: (1) training (2)_____ (3)_____.
7. Other committee reports – None.

VII. Discussion

1. Restoration of Full Accreditation

- President White thanked everyone involved in accreditation. He stated it was good to see the campus come together on this project. Dr. Gould stated that the District's accreditation status was a question that was regularly raised in the community; the community has responded favorably since accreditation has been restored. He singled out SLO Coordinator Dr. Toni Pfister for her contributions; due to her efforts IVC is far ahead of most college districts in the state and received positive comments from the Commission. Dr. Gould also thanked the Senate for its cooperation.

2. Equivalence Revision Review and Timelines

- Mary Jo Wainwright reported that the Senate had approved going forward with the survey. None of the policies have been approved yet. The application is being revised. Mary Jo will send the forms next week to the Deans and discipline faculty for review and completion of the survey. Mary Jo questioned whether the committee's composition could be changed at this time. VP Berry recommended that the committee composition shouldn't be changed until the Senate and Board has approved the revised policy. She described the equivalency policy and process as one of the most controversial issues on campus and strongly encouraged the Senate to carefully review the revision proposal. President White recommended that the equivalency materials be sent again to the Senate. Mary Lofgren expressed frustration that the revision process has taken so long; the work has already been done so the task must be completed soon. Senator Nilson recommended that the Senate vote on the policy revision at the third meeting of the fall semester. VP Patterson pointed out that no action could be taken until the materials were received. President White set a deadline of September 24 for all materials to be in.

3. Academic Senate 2010-11 Goals

- President White reported the Senate would address the following as its goals: updating the Senator Handbook; evaluation of the Superintendent/President; faculty evaluations by students (Senator Nilson reported that she has been working on this project); class load determinates (?); installing Senate plaques in the faculty lounge.

4. Academic Senate 2010-11 Retreat

- President stated that the Senate should hold a retreat this year.

5. AS Committee member replacements

- President White reported there are vacancies on the Curriculum Committee and the Equivalency Committee.

6. Annual AS Fundraiser Committee selection

- President White stated that this committee must get an early start this year in order to maximize its success.

7. Martin Luther King and Cesar Chavez Planning Committee

- President White stated that the Senate needs to get an early start working with all interested groups to plan activities that commemorate these two holidays.

8. Shared Governance: IVC Agreement

- President White mentioned that he would meet with the President/Superintendent before the next meeting to establish a regular meeting time and approach to developing a Shared Governance agreement "white paper" that would outline what that term actually means for IVC.

9. **"For the Good of the Order"** - suggestions for improvements achievements

- Dr. Gould:
 - announced that Todd Finnell was recently hired as the new Vice President for Information Technology
 - reported on the Measure J progress: there is a campaign meeting this evening and everyone is invited; \$81,000 has been raised to date for the campaign; campaign members include Mike Cox and Robert Rubio, among others
 - observed that the fall semester is off to a smooth start, which he attributes to the new deans; the District is looking into a wait list to help out the registration process
- Barbara Nilson recognized and thanked Math Department Chair Eric Lehtonen for his leadership and others in the department for accommodating the numerous crashers. She reported that almost every seat in the Math classes was filled.
- VP Berry reported that the Paramedic Program underwent an accreditation visit in early August. She recognized Rick Goldsberry, EMS Coordinator, for his efforts in proving the program is compliant. She described Rick as very humble and an extraordinary human being who was officially recognized as a Real Hero by the American Red Cross. Rick is dedicated to the EMS program, which evidenced by the 100% pass rate of the students in the program.
- Norma Nunez recognized and thanked counselors for their work in servicing students during June through August, and also for accepting crashers.

VIII. Adjournment

President White adjourned the meeting at 3:05 p.m.



ADOPTED MINUTES

**FOR THE REGULAR MEETING OF THE
IMPERIAL COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

Wednesday, September 15, 2010

Location

**Administration Board Room, Building 10
380 East Aten Road
Imperial, CA 92251**

CALL TO ORDER/ROLL CALL

On Wednesday, September 15, 2010, at 6:01 p.m., Board President Hart called the regular meeting of the Imperial Community College District Board of Trustees to order in the Administration Board Room, Building 10.

BOARD MEMBERS PRESENT:

Carlos R. Acuña
Rudy Cardenas, Jr.
Jerry D. Hart
Romualdo Medina
Rebecca L. Ramirez [arrived at 6:35 p.m.]
Norma Sierra Galindo
Louis Wong

BOARD MEMBERS ABSENT: None

REPRESENTATIVES PRESENT:

Joe Trejo, Associated Student Government Representative
Dr. Michael Heumann, College Council Representative
Kevin White, Academic Senate Representative
Gaylla Finnell, CTA Representative
Laura Hartsock, CSEA Representative

CONSULTANTS PRESENT:

Dr. Ed Gould, Superintendent/President
Dr. Victor Jaime, Vice President for Student Services
John Lau, Vice President for Business Services
Kathy Berry, Vice President for Academic Services

PLEDGE OF ALLEGIANCE

Trustee Galindo led the Pledge of Allegiance to the Flag.

PUBLIC COMMENT

Board President Jerry Hart introduced Todd Finnell as the new Vice President for Information Technology.

CTA President Finnell spoke and addressed the tentative agreement and a termination issue of a faculty member.

**M/S/C Cardenas/Acuña to go into CLOSED SESSION at 6:09 p.m.
CLOSED SESSION**

1. NEGOTIATIONS UNDER THE EDUCATIONAL EMPLOYMENT RELATIONS ACT
Conference with District Negotiators: John Lau and Travis Gregory
Employee Organization: CSEA Chapter 472
RE: Negotiations
2. NEGOTIATIONS UNDER THE EDUCATIONAL EMPLOYMENT RELATIONS ACT
Conference with District Negotiators: John Lau and Travis Gregory
Employee Organization: IVC Chapter of CCA/CTA/NEA
RE: Negotiations
3. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
4. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: Superintendent/President
5. LIABILITY CLAIMS
Claimant: Robert Abrams
Agency: Imperial Community College District

M/S/C Cardenas/Acuña to go into OPEN SESSION at 6:51 p.m.

1. Information was received and direction given.
2. Information was received.
3. The board received information and no action was taken.
4. Information was given.
5. Information was received.

PUBLIC COMMENT

President Gould acknowledged students from IVC and SDSU-Calexico campus observing the meeting.

**PUBLIC COMMENT PERIOD FOR APPROVED RESOLUTION FROM AUGUST 18, 2010
Resolution No. 14786: 2010 Local Agency Biennial Conflict of Interest Disclosure Form**

There was no public comment.

Resolution

WHEREAS The Political Reform Act requires every local government agency to review its conflict of interest code biennially; and

WHEREAS each agency must submit to the Imperial County Clerk a notice indicating whether or not an amendment is necessary; and

WHEREAS the Imperial Community College District will have a public comment period commencing August 18, 2010 and end at the October 20, 2010 scheduled Board meeting, giving more than the 45-day required public comment period; and

WHEREAS accurate disclosure is essential to monitor whether officials and other staff have conflicts of interest and to help ensure public trust in government, Government Code Section 87200 provides a guideline for elected officials; and

WHEREAS amendments to the Imperial Community College District Conflict of Interest Designated Positions and Disclosure Categories are necessary;

BE IT THEREFORE RESOLVED that the Board of Trustees requests the removal of the following position titles as they are no longer part of the District:

District Superintendent
Deputy Superintendent – Dean of Instruction
Associate Superintendent – Dean of Students
Associate Superintendent – Business
Purchasing Assistant
Supervisor of Maintenance and Operations
Cafeteria Manager
Assistant Cafeteria Manager
Athletic Director
IVC Instructor, IVC Rodeo Coach
Director

BE IT FURTHER RESOLVED that the Board of Trustees designates the following position titles as part of the designated positions and disclosure categories as listed below:

#	DESIGNATED POSITIONS	DISCLOSURE CATEGORIES
1.	Member, Board of Trustees	1, 2, 3, 4, 5, 6
2.	Superintendent/President	1, 2, 3, 4, 5, 6
3.	Chief Human Resources Officer	1, 2, 3, 4, 5, 6
4.	Chief Instructional Officer	1, 2, 3, 4, 5, 6
5.	Chief Student Services Officer	1, 2, 3, 4, 5, 6
6.	Chief Business Officer	1, 2, 3, 4, 5, 6
7.	Chief Technology Officer	1, 2, 3, 4, 5, 6
8.	Deans	5, 6
9.	Director of Fiscal Services	4, 5, 6
10.	Director of Maintenance & Operations	2, 3, 6
11.	Director of Purchasing	2, 3, 6
12.	Legal Counsel	1, 2
13.	Consultants	1, 2, 3, 4, 5, 6

Category 1: All investments and business positions and sources of income from, business entities that do business with the District or own real property within the boundaries of the District, plan to do business or own real property within in the boundaries of the District within the next year, or have done business with or owned real property within the boundaries of the District within the past two (2) years.

- Category 2:** All interests in real property which is located in whole or in part within, or not more than two (2) miles outside, the boundaries of the District.
- Category 3:** All investments and business positions in, and sources of income from, business entities that are engaged in land development, construction or the acquisition or sale of real property within the jurisdiction of the District, plan to engage in such activities within the jurisdiction of the District within the next year, or have engaged in such activities within the jurisdiction of the District within the past two (2) years.
- Category 4:** All investments and business positions in, and sources of income from, business entities that are banking, savings and loan, or other financial institutions.
- Category 5:** All investments and business positions in, and sources of income from, business entities that provide services, supplies, materials, machinery, vehicles or equipment of a type purchased or leased by the District.
- Category 6:** All investments and business positions in, and sources of income from, business entities that provide services, supplies, materials, machinery, vehicles or equipment of a type purchased or leased by the Designated Employee's Department.

INFORMATION REPORTS

Lease Back Presentation – Scott Gaudineer of Caldwell Flores Winters

Scott Gaudineer presented a PowerPoint Presentation titled ***Lease/Leaseback Overview September 2010***. He presented and discussed the concept for upcoming projects and project delivery for the Board's consideration. He provided the background, process, and the benefits of a lease/leaseback. He stated it was a tool to be considered as a way that projects could be delivered for the future.

Trustee Galindo asked how long the process had been in place. He stated it had been codified for the last ten years. She asked why the process was not addressed before the passage of the bond.

Trustee Medina stated he would like to see a list of colleges that have used the lease/leaseback program for the last two or three years. He stated that based on the economy he has seen the projects underbid and were unclear as to whether it would be a benefit.

Emergency Medical Services Program and Accreditation Presentation – Tina Aguirre

VP Kathy Berry introduced Dean Tina Aguirre and stated the program is a jewel at the college.

Dean Aguirre presented a PowerPoint Presentation titled ***Emergency Medical Technician Paramedic Program & Accreditation Process***.

Dean Aguirre provided an overview of the program's course of study, provided typical activities of the program, provided student highlights and stated that the current class is the 18th class and there have been 227 successful students that have completed the program. She provided information on the accreditation. She stated the program is accredited by the Commission on Accreditation of Allied Health Education Programs upon the recommendation of the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP). She explained the accreditation assessment process. She discussed the key compliance areas and reviewed the areas that had been identified for improvement, strengths, and those that were given special recognition by the accreditation team which included Medical Director Dr. Bruce Haynes and Registered Nurse Rick Goldsberry.

President Gould acknowledged VP Berry and Dean Aguirre for their work in the program.

Board Member Reports

Board President Hart reported the following:

- Was unable to attend the SDICCCA Alliance meeting as he was attending a state meeting with the Board of Governors.
- Attended a Board of Governors meeting and discussed the topic *Commission on the Future*.
- He has made himself available to attend the Region X board meetings to provide feedback in his role for the CCCT Board.

Associated Student Government Senate Update – Joe Trejo

ASG President Trejo reported the following:

- ASG would host National Hispanic Day on Thursday, September 16th with carne asada tacos with Dr. Alfredo Cuellar as the guest speaker.
- Friday, September 17th ASG would be hosting Constitution Day and providing pocket size constitution books.
- Dean Sergio Lopez and two other senators would be attending the HACU conference.
- ASG endorsed the Measure J Bond at its last meeting.

Academic Senate Update – Kevin White

AS President reported the following:

- Attended Chancellor Jack Scott's Luncheon on August 26th.
- Establishing a committee for Martin Luther King and Cesar Chavez Day events
- Announced last spring's fundraiser raised over \$2,800 and provided IVC students with IVC scholarships.
- Announced that the transfer scholarship was renamed in honor of Dr. Dennis Carnes and it is now the Academic Senate Dennis Carnes Transfer Scholarship.

College Council Update – Dr. Michael Heumann

CC Chair Heumann reported the following:

- Welcomed VP Todd Finnell to IVC.
- Announced there were not many parking issues this semester. He stated a lot of that stuff has gone away with the construction of the new parking lots.
- Main issue at last Monday's meeting were the door blocks that secure a classroom. He stated some information was provided and it would continue on to the Academic Senate for discussion.

President's Update – Dr. Ed Gould

President Gould reported the following:

- Welcomed VP for Information Technology Todd Finnell to IVC.
- Thanked leadership of CTA, College Council, Academic Senate, and CSEA stating that the campus has gone through a difficult time and have been so professional and collegial, and the college has done very well.
- Thanked ASG President Trejo and the students for supporting Measure J.

Brief News

- Enrollment is at 3,400 FTEs with a fill rate of 106%. He reported wait lists were captured and over 1,000 students were unable to register for classes.
- A budget has not been approved and the District is exploring another TRANS. He reported that community colleges have not received payment from the State for July (\$116 million) or August (\$277 million) and colleges are unlikely to receive September's payment (\$450 million). The cumulative effect would \$850 million. He stated that was in addition to a reduction of \$520 million in 2009-10.
- A meeting will be held in November with Supervisors Mike Kelley and Jack Terrazas and the "Green Council" to further discuss Alternative Energy Education and discuss the contributions companies can make. He stated that Tony Tirado is coordinating the meeting with community leaders and IVC.
- Federal review of ACCJC states it lacks conflict-of-interest protections.
- The California Assembly and Senate unanimously approved SB 1440.
- IVC is CTA's Community College of the Month.
- IVC will be the Beta site for Sophia Social Learning Network.

Graphic Representation of Calexico "Crashers"

- He provided a graphic representation of the crashers and enrollment.

Doing More with Less

- He reported on the count of educational administrators, tenured/tenure staff, temporary academic personnel, classified professional, classified support, and stated the numbers are less and there is more to do.

Student Tragedy

- Armando and Alfonso Martinez, IVC students, were tragically killed on Thursday, August 26, 2010 at approximately 10:00 a.m. at the intersection of Hwy 115 and Worthington Road. They were on their way to IVC at the time of the accident. The students were members of the Student Support Services Program.

IVC Receives \$2.2 Mil Student Support Services Grant

- The Student Support Services Program has been in operation for 30 years at Imperial Valley College.
- Of 1,475 applications received by the Department of Education, 1,026 were actually funded. He stated the competitive grant had a cut-off score of 95.67 points of 100; IVC received over 95% rating (actual scores have not yet been published).
- The primary goal of the Program is to serve economically and educationally disadvantaged youth in their pursuit of higher education with emphasis on retention, persistence, graduation and transfer.
- Services include mandatory counseling contacts each semester; academic monitoring; tutoring; field trips to 4 year colleges and universities; access to computer lab; club activities; conversation groups, etc.

IVC Receives \$200,000 from Senate Appropriations for Language Immersion Program

- Workforce Skills Preparation Program funds will be used to create an intensive, one-year workforce and language skills preparation program to ensure residents in the Imperial Valley are

prepared for the workforce. He reported the \$200,000 was seed money for future grants and would allow IVC to start the Language Institute.

- He stated that appreciation be extended to Senator Barbara Boxer, Mayors John Moreno and Geoff Dale, Supervisor Wally Leimgruber, Ian Pfeiffer, and Frank Salazar.

Ethics in Public Service

- Reported that AB 1234 ethics training is required for all members of a Legislative Body and designated employees. He stated that a program would be presented by Liebert, Cassidy and Whitmore's Mark Meyerhoff at the Veterans Memorial Hall in Imperial on Thursday, September 16, 2010, and encouraged all board members to attend.

Measure J Update

- Announced that the \$80 Million Bond Campaign extending Measure L would be co-chaired by Mike Cox and Robert Rubio. He stated a steering committee had been meeting weekly at Sempra Energy and volunteers would be making presentations at Kiwanis, Rotary, city councils, school boards, and other meetings. He announced that the priorities for Measure J would be:
 - Career Technology Building for Public Safety and EMS programs, alternative energy labs, and complete renovation of current career tech facilities
 - Will complete campus infrastructure modernization
 - Library Technology Building
 - Campus Center as a result of the 600 building modernization for Student Services

Upcoming Events

- IVC Foundation Golf Tournament with twenty teams at Del Rio Country Club on Saturday, September 25th.
- Open House scheduled for October in which departments will display learning activities, IVC Foundation will have Alumni Activities, and the entire community is invited.
- HACU Conference Hilton San Diego Bayfront, September 18-20.
- Southern California Consortium of Hispanic Serving Institutions to meet Sunday, September 19th.
- Commission on the Future of CA Community Colleges Workshop to be held September 21st in San Diego.
- First Community College White House Summit to be held October 5th online at <http://www.WhiteHouse.gov/CommunityCollege>.

Trustee Galindo asked what funds would be used to purchase the Board computer monitors. She asked if that could wait until a budget is approved.

President Gould stated that BoardDocs and access cost is \$9,000 yearly; he stated that the web based system was included in the budget. He stated the District is being conservative in spending monies until the budget is passed and stated that the recommendation is under consideration.

CONSENT AGENDA – PRESIDENT'S OFFICE
Cardenas/Acuña (ABSTAIN: Galindo)
Approval of Minutes dated August 18, 2010, Regular Board Meeting

Cardenas/Acuña
Resolution No. 14797: Community College Budget Resolution

WHEREAS, California's 2010-11 fiscal year commenced on July 1, 2010; and

WHEREAS, as of this date, a state budget for the fiscal year has not been enacted; and

WHEREAS, Governor Arnold Schwarzenegger proposed a budget for community colleges in January that increased funding for student enrollment and recognized the critical role of community colleges in California's economic recovery; and

WHEREAS, the Conference Committee on the State Budget adopted a spending plan that maintained funding for community college enrollment growth, increased funding to restore proposed categorical program reductions, increased funding to "buy out" the negative COLA, and increased funding for community college job training in high-demand occupations; and

WHEREAS, the Conference Committee on the State Budget proposed a framework for tax reform that attempts to mitigate against volatile swings in state revenues while reducing the state's reliance on the highest-income Californians and the disparate treatment of retail and Internet sales; and

WHEREAS, the Conference Committee on the State Budget adopted a spending plan that rejects the proposed elimination of the CalWORKs welfare-to-work and the state's subsidized child care programs, both which serve thousands of community college students; and

WHEREAS, the spending plan proposed by the Conference Committee on the State Budget rejects a proposed \$1.5 billion cut to K-12 schools; and

WHEREAS, the delay in the enactment of the state budget has interrupted state cash payments to community colleges; and

WHEREAS, local community college districts are projected to spend at least \$5 million on borrowing costs to accommodate the state's delays in cash payments, which could otherwise be used to offer 1,200 courses at a time of unprecedented unmet enrollment demand; and

WHEREAS, the delay in the enactment of the state budget further is delaying the payment of Cal Grant financial aid awards to community college students, impeding their ability to purchase text books and supplies needed at the beginning of the academic term or requiring community colleges to find alternative funding sources for the aid; and

WHEREAS, the continued budget impasse will have grievous harm on community colleges and community college students if not resolved soon;

THEREFORE BE IT RESOLVED, that the Imperial Community College District calls upon the governor and state legislators to expeditiously adopt a state budget; and

BE IT FURTHER RESOLVED that the District further calls upon the governor and legislators to use the Conference Committee on the State Budget's spending plan as a framework for preserving state programs that have a significant effect on the operations of community colleges while minimizing the increased tax burden on Californians.

CONSENT AGENDA – STUDENT SERVICES

M/S/C Cardenas/Acuña

Resolution No. 14798: In Memoriam: A Resolution of Respect and Appreciation for Former Director of Disabled Students Programs & Services Mr. Mel Wendrick

Discussion

Trustee Cardenas stated he was well thought of and would be missed.

VP Jaime stated a memorial would be held on Monday, October 18th in his honor with a reception to follow.

Resolution

WHEREAS, the Board of Trustees, Superintendent/President, and the employees of Imperial Valley College wish to express their deepest respect and sympathy on the loss of a dear friend and former college administrator, Mel Wendrick; and

WHEREAS, Mel Wendrick was the founder and Director of Disabled Student Programs and Services for 26 years from 1973 until his retirement in 1999; and

WHEREAS, Mel Wendrick championed the need to provide accommodations for disabled students in pursuit of higher education in Imperial Valley, including those countless students who transferred to four year colleges after graduating from Imperial Valley College; and

WHEREAS, Mel Wendrick was honored by having the DSP&S office renamed the "Mel Wendrick Access Center" during the 30th anniversary of the founding of the DSP&S due to his efforts to provide access to higher education for students with disabilities; and

WHEREAS, Mel Wendrick was a founding member of the California Association for Postsecondary Education and Disability; and

WHEREAS, Mel Wendrick was renowned in the Imperial Valley as an expert on disabilities and as an advocate for services for people with disabilities,

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees, does hereby extend its deepest sympathy to his family, in particular, his loving wife, Mary Wendrick, former IVC English instructor, and acknowledges to them their gratitude and deepest admiration for his years of faithful and devoted service to Imperial Valley College and all past, present, and future students with disabilities.

CONSENT AGENDA – BUSINESS SERVICES

Trustee Medina pulled Resolution Nos. 14803 and 14805.

M/S/C Acuña/Wong

Resolution No. 14799: Purchase Orders

BE IT RESOLVED that the Board approves the issuance of purchase orders and direct payments for the month of August 2010 in the amount of \$1,677,922.11.

August 2010

Direct Pay	86,555.54
Purchase Orders	<u>1,591,366.57</u>
	1,677,922.11

M/S/C Acuña/Wong

Resolution No. 14800: Payroll Warrant Orders

BE IT RESOLVED that the Board approves the issuance of the following Payroll Warrants for the month of August 2010:

Date Paid	#	Fund 10 General Fund	Fund 45 Child Dev.	Fund 80 Bond Fund	Warrant Total
8/10/10	3	85,973.44	718.02	3,950.37	90,641.83
8/31/10	4	2,227,263.50	33,723.74		2,260,987.24
		2,313,236.94	34,441.76	3,950.37	2,351,629.07

M/S/C Acuña/Wong

Resolution No. 14801: Commercial Warrant Orders

BE IT RESOLVED that the Board approves the issuance of the following commercial warrant orders for the month of August 2010:

Date Paid	Fiscal Year	Fund 10 General Fund	Financial Aid	Fund 20 Building Fund	Fund 45 Child Dev.	Fund 80 Bond Fund	Fiscal Year Total	Warrant Total
8/5/10	2010-11	120,408.61		47,063.95		216,396.14	383,868.70	
8/5/10	2009-10	25,180.92					25,180.92	409,049.62
8/12/10	2010-11	137,123.87			122.22		137,246.09	137,246.09
8/19/10	2010-11	171,147.42		2,400.00	25.27	458.55	174,031.24	174,031.24
8/26/10	2010-11	485,615.15					485,615.15	
8/26/10	2009-10	47,741.14	728.28	3,530.00		255,151.00	307,150.42	792,765.57
		987,217.11	728.28	52,993.95	147.49	472,005.69	1,513,092.52	1,513,092.52
							FY 2010-11	1,180,761.18
							FY 2009-10	<u>332,331.34</u>
								<u>1,513,092.52</u>

M/S/C Acuña/Wong
Resolution No. 14802: Quarterly Financial Report

BE IT RESOLVED that the Board of Trustees accepts the Quarterly Financial Status Report (CCFS 311Q) for the quarter ending June 30, 2010, and directs that it be filed with the Chancellor's Office of the California Community Colleges.

M/S/C Medina/Acuña
Resolution No. 14803: Funding Proposal - Career Technical Building

Discussion

Trustee Medina asked for clarification on the last item asking what the level of participation from staff. President Gould explained the cost and stated that the District could be responsible for costs.

Resolution

WHEREAS, the District submitted an Initial Project Proposal (IPP) to the California Community Colleges Chancellor's Office for a Career Technical Building; and

WHEREAS, the Career Technical Building has been included in the Chancellor's list of Potential Projects that may be eligible for state capital outlay funding; and

WHEREAS, under provisions of Education Code Section 81800 of the California Community College Construction Act of 1980, the District is required to submit a Final Project Proposal for consideration for 2012-13 state capital outlay funding.

NOW, THEREFORE, BE IT RESOLVED that the Board approves the submission to the California Community Colleges Chancellor's Office of a Final Project Proposal (FPP) for the Career Technical Building and promises to fulfill the Project Terms and Conditions.

M/S/C Acuña/Wong
Resolution No. 14804: Ratification of Contracts

BE IT RESOLVED that the Board ratifies the following contracts:

<u>Vendor</u>	<u>Amount</u>	<u>Description</u>	<u>Budget/Department</u>
Imperial County Office of Education	\$93,520.48/year	Technology services	General Services, 2010-11 budgeted expense
Imperial County Office of Education	\$4,800/year	Maintenance/support	General Services, 2010-11 budgeted expense
US Bank Business Equipment Finance Group	\$777.89/month (\$9,334.68/year)	Lease purchase agreement for parking lot sweeper (total cost over 60 months: \$46,673.40)	Maintenance Department, 2010-11 budgeted expense, approved through Program Review

M/S/C Medina/Acuña

Resolution No. 14805: 2012-13 Five-Year Capital Outlay Plan

Discussion

Trustee Medina asked for clarification. He asked if the plan was the same as the one presented during the Board Retreat. The response was that it was the same plan.

Resolution

WHEREAS, in accordance with Section 81820 of the California Education Code, each year community college districts are required to submit a Five-Year Construction Plan to the Chancellor the California Community Colleges; and

WHEREAS, the Five-year Plan communicates to the State Chancellor's Office and other State agencies the anticipated capital outlay needs of the district for the next five years; and

WHEREAS, the Five-year Construction Plan includes information on current enrollment, projected enrollment, and instructional staff. This information, together with actual college space utilization, is analyzed by the Chancellor's Office to develop load-capacity ratios, which are measures of a college's need in certain areas. The load-capacity ratio is one factor that is considered in State funding of a capital project; and

WHEREAS, one component to the Five-year Construction Plan is the project priority list for the five-year period. The priority list includes all facility needs of the District based on the Education Master Plan, regardless of whether State funding will be requested. The Project Priority List includes projects that are under way, projects that have been approved by the District for bond or other funding, and projects for which State funding will be requested.

NOW, THEREFORE, BE IT RESOLVED that the Board approves the submission of the 2012-13 Five Year Construction Plan to the California Community Colleges Chancellor's Office.

M/S/C Acuña/Wong

Resolution No. 14806: Citizens Oversight Committee for Measure L

BE IT RESOLVED that upon the recommendation of the Superintendent/President, the Board appoints the following member to the Citizens Oversight Committee for Measure L:

Name:	Membership category:	Term:	Replacing:
Douglas T. Kline	<i>Member-at-Large (Superintendent, Calipatria Unified School District)</i>	September 16, 2010 - September 15, 2012	Anne Mallory

CONSENT AGENDA – ACADEMIC SERVICES

Trustee Acuña pulled Resolution No. 14816.

M/S/C Cardenas/Acuña

Resolution No. 14807: Major, Certificate, Course Additions and Deletions

WHEREAS, new programs, deleted programs and new courses within the programs have been approved by the Curriculum and Instruction Committee and instructional administration, and satisfy all

applicable requirements of Title 5 regulations. All factors, taken as a whole, support the establishment and maintenance of the proposed instructional programs and courses.

BE IT RESOLVED that the Board approves the recommendation of the Curriculum and Instruction Committee (05-27-10) and the Academic Senate (09-01-10), with the consent of the Superintendent/President, as follows:

New Credit Courses

BLDC 115 – Energy Fundamentals (3.0)
BLDC 155 – Solar Thermal and Water Efficiency (3.0)
BLDC 175 – Home Performance Retrofits (3.0)
FREN 198 – Directed Study in French (1.0-3.0)
FREN 201 – Intermediate French I (5.0)
FREN 211 – Intermediate French II (5.0)

New Majors and Certificates

Energy Efficiency Technology Major and Certificate

M/S/C Cardenas/Acuña

Resolution No. 14808: Curriculum and Instruction Committee Membership Revision

WHEREAS, Title 5 mandates that all credit and noncredit curriculum must be approved by the college curriculum committee and district governing board; that every course must be recommended for approval by a curriculum committee before it goes to the governing board for approval; and that that local approval of degree-applicable credit, non-degree-applicable credit and noncredit courses must include review by the curriculum committee.

WHEREAS, Title 5 Section 55002(1) (a) of the California Code of Regulations provides for the establishment of a curriculum committee as follows:

"(1) Curriculum Committee. The college and/or district curriculum committee ... shall be established by the mutual agreement of the college and/or district administration and the academic senate. The committee shall be either a committee of the academic senate or a committee that includes faculty and is otherwise comprised in a way that is mutually agreeable to the college and/or district administration and the academic senate. "

WHEREAS, the Imperial Valley College Curriculum and Instruction Committee of Imperial College was established to serve in an advisory capacity to the Academic Senate and provide policy recommendations and procedures in the areas of (1) curriculum, including establishing prerequisites and placing courses with disciplines, (2) degree and certificate requirements, (3) grading policies, and (4) educational program development. This responsibility includes initiation, review, and approval of programs.

WHEREAS, the original voting membership of Imperial Valley College's Curriculum and Instruction included the Chief Instructional Officer (CIO), Academic Senate representative, division chairpersons, Dean of Vocational Education, Dean of Learning Services, Director of Disabled Students Programs and Services, Director of Nursing Education and Health Technologies, Vice President of Student Services, and the Associated Student Government representative. Consulting members included the Dean of

Admissions, Matriculation Coordinator, Dean of External Campus Programs, and the Transfer Center Director.

WHEREAS, while the original voting membership has been maintained, member title changes have occurred throughout the years, with the 2009 – 2010 membership consisting of the following: Chief Instructional Officer (committee co-chair); Academic Senate representative (committee co-chair); Division Chairs (Business, English, Exercise Science/Wellness/Sport, Dean of Economic and Workforce Development [replaced Dean of Applied Science, formerly Dean of Vocational Education], Humanities, Behavioral/Social Sciences, Science/Math/ Engineering); Associate Dean of Learning Services; Associate Dean of Disabled Students and Programs; Associate Dean of Nursing Education and Health Technologies; Vice President for Student Services; and the Associated Student Government Representative. Consulting members included the Director of Admissions and Records; Matriculation Director; Dean of Economic and Workforce Development (representing Extended Campus); Transfer Center Director/Articulation Officer; Distance Education Coordinator; Student Learning Outcomes Coordinator; and Head Counselor.

WHEREAS, a reorganization of Academic Services and Student Services went into effect July 1, 2010, which implemented three levels of instructional management: (First Level) Chief Instruction Officer, Chief Student Services Officer; (Second Level) Deans; and (Third Level) Department Chairs, Head Counselor.

WHEREAS, the function, membership, and procedures of the Curriculum and Instruction Committee is subject to review every two years by the Board of Trustee, or its designee, and the Academic Senate.

BE IT RESOLVED that the Board approves the recommendation of the existing Curriculum and Instruction Committee (8/26/10) and the Academic Senate (9/1/10), with the consent of the Superintendent/President, to revise the membership of the Curriculum and Instruction Committee as follows, and that the new membership structure is effective with the 2010 – 2011 academic year:

Voting Members

Chief Instructional Officer (Co-Chair) or designee	Behavioral Science Department Chair
Academic Senate Representative (Co-Chair)	Social Science Department Chair
Distance Education Coordinator	Humanities Department Chair
Disabled Student Programs and Services Director	Business Department Chair
Counseling Representative	Industrial Technology Department Chair
Articulation Officer	English Department Chair
Assistant Librarian	ESL Department Chair
Associated Student Government Representative	World Languages and Speech Communication Department Chair
Exercise Science/Wellness/Sport Department Chair	Nursing and Allied Health Department Chair
Public Safety Department Chair	Mathematics/Engineering Department Chair
Science Department Chair	Total: 21

Consultants

Dean of Behavioral and Social Sciences	Vice President for Student Services
Dean of Economic and Workforce Development	Director of Admissions and Records
Dean of Arts and Letters	Matriculation Director
Dean of Health and Public Safety	Child, Family and Consumer Sciences Director
Dean of Science/Math/Engineering	Transfer Center Director
Dean of Learning Services and Instructional Technology	Non-Credit Coordinator (represented by Dean of Economic and Workforce Development)
Dean of Counseling	SLO Coordinator
Basic Skills Coordinator	

BE IT FURTHER RESOLVED that the name of the Curriculum and Instruction Committee shall be changed to the Curriculum Committee effective with the 2010 – 2011 academic year.

M/S/C Cardenas/Acuña

Resolution No. 14809: Paramedic Field Training Agreement

WHEREAS, Imperial Community College District offers Health and Public Safety programs such as registered nurse, vocational nurse, emergency medical technician, paramedic, medical assistant, and certified nurse assistant courses, and

WHEREAS, all Health and Public Safety programs must comply with county and state regulations, and

WHEREAS, the Imperial Valley College operating within Imperial County must comply with the Imperial County Policy and Californian Code of Regulations requirements for clinical training, and field training;

NOW THEREFORE BE IT RESOLVED, that the Imperial Community College District Board approve the Paramedic Field Training Agreement with Schaefer/Gold Cross Ambulance Service, Inc for the period of July 1, 2010 to June 30, 2013.

FISCAL IMPACT – no compensation will be expensed under the term of this agreement.

M/S/C Cardenas/Acuña

Resolution No. 14810: Paramedic Field Training Agreement

WHEREAS, Imperial Community College District offers Health and Public Safety programs such as the emergency medical technician and the paramedic programs, and

WHEREAS, all Health and Public Safety programs must comply with county and state regulations, and

WHEREAS, the Imperial Valley College operating within Imperial County must comply with the Imperial County Policy and Californian Code of Regulations requirements for clinical and field training,

NOW THEREFORE BE IT RESOLVED, that the Imperial Community College District Board approve the **Field Training Agreement with Calexico Fire Department** for the period of July 1, 2010 to June 30, 2013.

FISCAL IMPACT – no expenditures related to the terms of this agreement.

M/S/C Cardenas/Acuña

Resolution No. 14811: American Heart Association (AHA) Satellite Training Site Center Agreement

WHEREAS, Imperial Community College District offers Health and Public Safety programs such as the emergency medical technician and the paramedic programs, and

WHEREAS, all Health and Public Safety programs must comply with county and state regulations, and

WHEREAS, the Imperial Valley College operating within Imperial County must comply with the Imperial County Policy and Californian Code of Regulations requirements for clinical and field training,

NOW THEREFORE BE IT RESOLVED, that the Imperial Community College District Board approve the **American Heart Association Satellite Training Site Agreement with Calipatria State Prison** for the period of September 1, 2010 to June 30, 2013.

FISCAL IMPACT – no additional expenditures related to the terms of this agreement.

M/S/C Cardenas/Acuña

Resolution No. 14812: Clinical Training Agreement

WHEREAS, Imperial Community College District offers Health and Public Safety programs such as registered nurse, vocational nurse, emergency medical technician, paramedic, medical assistant, and certified nurse assistant courses, and

WHEREAS, all Health and Public Safety programs must comply with county and state regulations, and

WHEREAS, the Imperial Valley College operating within Imperial County must comply with the Imperial County Policy and Californian Code of Regulations requirements for clinical training,

NOW THEREFORE BE IT RESOLVED, that the Imperial Community College District Board approve the **Clinical Training Agreement with J. Vemulapalli, MD, Inc.** for the period of January 1, 2010 to June 30, 2013.

FISCAL IMPACT – no expenditures related to the terms of this agreement.

M/S/C Cardenas/Acuña

Resolution No. 14813: Clinical Training Agreement

WHEREAS, Imperial Community College District offers Health and Public Safety programs such as registered nurse, vocational nurse, emergency medical technician, paramedic, medical assistant, and certified nurse assistant courses, and

WHEREAS, all Health and Public Safety programs must comply with county and state regulations, and

WHEREAS, the Imperial Valley College operating within Imperial County must comply with the Imperial County Policy and Californian Code of Regulations requirements for clinical training,

NOW THEREFORE BE IT RESOLVED, that the Imperial Community College District Board approve the **Clinical Training Agreement** with **Minerva Kelada, MD** for the period of January 1, 2010 to June 30, 2013.

FISCAL IMPACT – no expenditures related to the terms of this agreement.

**M/S/C Cardenas/Acuña
Resolution No. 14814: Clinical Training Agreement**

WHEREAS, Imperial Community College District offers Health and Public Safety programs such as registered nurse, vocational nurse, emergency medical technician, paramedic, medical assistant, and certified nurse assistant courses, and

WHEREAS, all Health and Public Safety programs must comply with county and state regulations, and

WHEREAS, the Imperial Valley College operating within Imperial County must comply with the Imperial County Policy and Californian Code of Regulations requirements for clinical training,

NOW THEREFORE BE IT RESOLVED, that the Imperial Community College District Board approve the **Clinical Training Agreement** with **Physical Rehabilitation Network** for the period of January 1, 2010 to June 30, 2013.

FISCAL IMPACT – no expenditures related to the terms of this agreement.

**M/S/C Cardenas/Acuña
Resolution No. 14815: Clinical Training Agreement**

WHEREAS, Imperial Community College District offers Health and Public Safety programs such as registered nurse, vocational nurse, emergency medical technician, paramedic, medical assistant, and certified nurse assistant courses, and

WHEREAS, all Health and Public Safety programs must comply with county and state regulations, and

WHEREAS, the Imperial Valley College operating within Imperial County must comply with the Imperial County Policy and Californian Code of Regulations requirements for clinical training,

NOW THEREFORE BE IT RESOLVED, that the Imperial Community College District Board approve the **Clinical Training Agreement** with **Internal Medicine, Ramon Rodriguez, MD** for the period of January 1, 2010 to June 30, 2013.

FISCAL IMPACT – no expenditures related to the terms of this agreement.

M/S/C Acuña/Wong

Resolution No. 14816: Nursing Student Education Agreement

Discussion

Dean Aguirre stated the agreement is for one student through Sonoma University. She stated it would be the first person to come from Sonoma University.

Resolution

WHEREAS, Imperial Community College District offers a registered nurse program, and

WHEREAS, Imperial Valley College and the Imperial Valley College Nursing Program supports the development of future nurse educators, and

WHEREAS, Imperial Valley College nursing faculty have developed relationship with students and their higher education institutions,

NOW THEREFORE BE IT RESOLVED, that the Imperial Community College District Board approves the **Nursing Student Education Agreement** with **Sonoma State University** for a ten year period beginning in 2010 and ending in 2020.

FISCAL IMPACT – no expenditures related to the terms of this agreement.

CONSENT AGENDA – HUMAN RESOURCES

Trustee Acuña pulled Resolution No. 14820.

Trustee Galindo pulled Resolution No. 14823.

M/S/C Medina/Cardenas

Resolution No. 14817: Full-Time Temporary Instructor Employment

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President for the following full-time temporary academic personnel to be employed for the Fall 2010 Semester pursuant to Education Code 87482, pending medical and background clearance:

<u>Name</u>	<u>Possible Assignment</u>
Rodiles, Nicole	Psychology Instructor

FISCAL IMPACT: Fiscal impact to the District general fund is \$23,482.

<u>Name</u>	<u>Possible Assignment</u>
Samaniego, Olivia	English Instructor (Replacement for John McClain)

FISCAL IMPACT: Fiscal impact to the District general fund is \$25,660.

M/S/C Medina/Cardenas

Resolution No. 14818: Adjunct Counselor Employment

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President for the following personnel to be employed from October 1, 2010 to December 17, 2010, at the hourly rate provided for in Resolution No. 14438. Employment is contingent upon continued funding of the grant indicated, and approval of the program officer:

<u>Name</u>	<u>Position</u>	<u>Funding</u>
Bill, Emily	Counselor	District (Student Health Fee)
Garcia, Rosario	Counselor	County
Gomez, Kristen	Counselor	State/District*
Neely, Maria	Counselor	State/District**
Ragland, Lisa	Counselor	State/District*
Scott, Norma	Counselor	State/District**
Soto, Veronica	Counselor	State/District*
Spears, Wayne	Counselor	State/District*
Trevino, Elizabeth	Counselor	County
Vega, Olga	Counselor	State/District*

**DSP&S Categorical funding source 45% State/55% District 2010-11

*Categorical funding source from Matriculation carryover 2009-2010

**FISCAL IMPACT: Fiscal impact to the District general fund is \$25,194 (budgeted).
The balance is paid with carry over monies from 09-10 categorical funds.**

M/S/C Medina/Cardenas

Resolution No. 14819: Non-Credit Adjunct Instructor Employment

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President to employ the following personnel during the fall 2010 session, at the hourly rate provided for in Resolution No. 12945. Employment is contingent upon verification of records, credentials, finger printing clearance and sufficient enrollment, or whether the class is essential to a full-time instructor's load:

<u>Name</u>	<u>Possible Assignment</u>
Baker, Renee	Music
Castillo, Raymond	American Citizenship
Castro, Monica	English as a Second Language
Delys, John	English as a Second Language
Lang, Dennis	Music
Ramirez-Dominguez, Rosalinda	English as a Second Language
Roman, Donaciano	Spanish
Urena, Patricia	Disabled Student Programs & Services/Physical Education
Van Der Linden, Jennifer	English as a Second Language

FISCAL IMPACT: Fiscal impact to the District general fund is \$23,276 (budgeted).

M/S/C Acuña/Wong

Resolution No. 14820: Classified Substitute/Short-Term Employment

Discussion

Trustee Acuña asked the reasons the resolution. President Gould explained that they were substitute positions.

Resolution

WHEREAS, the Area Administrator has determined a need for a substitute/short-term employee in the following areas;

WHEREAS, Ed Code Section 88003 and Board Resolution 12673, short-term/substitute employees may be employed for a period not to exceed 75 percent of a calendar year (195 working days);

BE IT RESOLVED the Board approves the recommendation of the Superintendent/President to hire the following temporary employees:

<u>Name</u>	<u>Position</u>	<u>Department</u>	<u>Funding</u>	<u>Range</u>	<u>Effective</u>
Gonzalez,	Science	Science/Math	District	Range 16	08/09/10-10/08/10
Bianca	Lab Tech	Engineering			

(short-term)

FISCAL IMPACT: Fiscal Impact to the District general fund is \$2,798 monthly

<u>Name</u>	<u>Position</u>	<u>Department</u>	<u>Funding</u>	<u>Range</u>	<u>Effective</u>
Sandoval,	Office	Communications	District	Range 8	08/20/10-12/10/10
Yolanda	Assistant III				

(short-term)

FISCAL IMPACT: Employee hired on as needed basis; work hours will vary depending on department's needs (16 to 24 hrs per week). Temporary employee hourly rate is \$12.71.

<u>Name</u>	<u>Position</u>	<u>Department</u>	<u>Funding</u>	<u>Range</u>	<u>Effective</u>
Noriega,	Tool Room/	Industrial Tech	District	Range 14	09/03/10
Alex	Auto Shop Tech				

(substitute)

FISCAL IMPACT: Fiscal Impact to the District general fund is \$1649 plus 10% Night Differential monthly

M/S/C Medina/Cardenas
Resolution No. 14821: Volunteer Service Agreement

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President to employ the following volunteers who shall be covered by Workers' Compensation Insurance.

<u>Name</u>	<u>Title</u>	<u>Department</u>	<u>Effective</u>
Hias, Francine	Psychology Assistant	Behavioral Sciences	07/20/10-08/31/10
Cuevas, Crystal	Women's Volleyball Assistant Coach	Athletics	09/16/10-06/30/11
Santos, Nicolas	Athletic Trainer	Athletics	09/19/10-12/17/10

BE IT FURTHER RESOLVED that thanks be hereby extended to the aforementioned volunteers for volunteering in the various departments and for their contribution to Imperial Valley College.

M/S/C Medina/Cardenas
Resolution No. 14822: Extended Leave of Absence

WHEREAS Jorge Guluarte is requesting an extended leave of absence effective August 23, 2010 thru October 22, 2010. The leave of absence is requested pursuant to CSEA contract Article 11.2;

THEREFORE, BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President to approve an initial request for an extended leave of absence due to a non-industrial illness for Jorge Guluarte.

FISCAL IMPACT: There is no fiscal impact to the District. The employee is coordinating benefits with SDI and sick leave.

M/S/C Cardenas/Wong
Resolution No. 14823: Contract between the District and IVC Chapter of CCA/CTA/NEA for 2010-2011

Discussion

Trustee Galindo asked CTA President Finnell if she approved the contract. CTA President Finnell said she was okay with it.

Resolution

WHEREAS the CCA/CTA/NEA voted to approve the tentative agreement for the 2010-2011 school year.

BE IT RESOLVED that the Board approves the recommendation of the Superintendent/President to ratify the Contract between the District and the Imperial Valley College Chapter of the CCA/CTA/NEA for 2010-2011 attached hereto as Exhibit A.

Attachment G

Advisory Committee Minutes of May 24, 2010 and December 10, 2009

GREEN Employer Council Minutes
May 24, 2010

Present:

Andy Horne	Betsy Lane
Buz Schott	Danny Machain
Diahna Leon	Doug Kline
Eusebio Arballo	Jose Velasquez
Kelli Graham	Mark Gran
Martha Garcia	Norma Jauregui
Phil Villamor	Ray Babb
Rebecca Terrazas-Baxter	Robert Avila

Visitor: Dr. Ed Gould

The meeting was called to order at 12:15 p.m., by Andy Horne (Chair).

I. Reports/Updates:

1. **Industry discussions/Announcements-** Andy Horne welcomed the committee members and announced that Tessara Solar continues to make progress and will start construction of Phase I as soon as they obtain their final approval from the Bureau of Land Management.
2. **Project I.V. Farm-**Robert Avila reported that the recruitment phase for Project I.V. Farm has concluded. However, he stated there is a delay in starting training, due to Suneco Energy experiencing construction delays. Ray Babb stated that they continue to seek participation from investors.
3. **Project B-GREEN-**Martha Garcia reported that Project B-GREEN is doing well. Thirty students are enrolled in the following courses: ENV5 110, BLDC 110, BLDC 170, PD 061, PD 064, and CIS 130. The students have a 12 unit course load and are attending classes Monday through Friday for a total of 32.5 to 35.5 hours per week. They will complete the semester on June 11, 2010. Martha requested the committee to approve the Energy Efficiency Technology program. Andy Horne requested that B-GREEN students conduct a presentation at the next Green Employer Council Meeting.

II. Action Items: M/S/C (Graham/Leon) to approve the creation of the Energy Efficiency Technology program at Imperial Valley College.

III. Discussion Items:

1. **Calipatria Green Academy Planning Grant-**Douglas Kline reported that Calipatria Unified School District received a Green Academy Planning Grant. Mr. Kline requested assistance from the Green Employer Council and stated that Calipatria Unified School District will be pursuing a bond that will fund the construction of new career technical buildings.

2. **Other**-Green Employer Council Committee members received a tour of Imperial Valley College.

V. Meeting was adjourned at 2:00 p.m.

IMPERIAL VALLEY COLLEGE

INDUSTRIAL TECHNOLOGY

Building and Construction Advisory Committee

ADOPTED MINUTES

Minutes of December 10, 2009

Introduction of members and guest: Mr. Velasquez called the meeting to order at 12:16 p.m. Self-introductions were made of the following members present:

Members:	Guillermo Garcia	JBL Engineering
	Robert Delgado	Western Products, Inc.
	Alfredo Fernandez	Centenario Construction
	Bobby Maestre	ABC Supply
Others:	Francisco Cachu	Imperial Valley College Student
	Jose Velasquez	Instructor, Imperial Valley College
	Randy Smith	ROP Instructor, Brawley Union High School
	Dave Gaddis	Gaddis Properties/ Instructor

Purpose of the meeting: Mr. Velasquez explained the purpose of the meeting and reviewed the functions of an Employer Advisory Board.

Review of Minutes: Mr. Delgado made a motion to approve the minutes of the May 9, 2008, meeting. The motion was seconded by Mr. Smith. The motion carried unanimously.

Related labor market analysis to confirm high wage/significant wage increases opportunities

- a) **Labor market analysis and discussion of industry trends:** After reviewing the Employment Development Department's Labor Market Information document, the employers and instructors agreed that the statistics on page 6 of 8 of the Labor Market Analysis sheet do not appear to completely represent the area of Imperial County. This advisory group indicated that wages and employment opportunities vary from area to area.
- b) **Discussion on internship/employment opportunities:** Mr. Smith stated that his company was not hiring. Mr. Delgado mentioned his company will take applications for future project, but is not hiring at the moment. Mr. Gaddis informed the group that they could also use Labor Ready to help them find job seekers who may be looking for work in the construction field. Mr. Gaddis also added that he had heard that a company is in the process of bidding on the Sterling project.
- c) **Review industry certifications (if appropriate):** No action required.
- d) **Validate need for training in area/non duplication:** Mr. Velasquez stated that he would like to have a test for incoming students (into IVC, for the construction majors) who had already taken an ROP class (construction) or any other training, so that they wouldn't have to repeat any classes. Mr. Velasquez stated that he would like to create a pathway from high school, to IVC, to SDSU (2+2+2 program) to keep the students in the Imperial Valley, rather than having them go else where to study. All employers were in favor of continuing the programs and do not believe that duplication is a problem.

Review of relevant data:

- a) **Number of graduates from previous year**
- b) **Annual review of students who met established skill certificate criteria**

Mr. Velasquez asked the group to review the 2007-08 Enrollment/Completers/Follow-up document enclosed in their packet. The general consensus was that enrollment had decrease slightly, because a number of them dropped after a few weeks in class.

Mr. Smith reported that his class was doing well and that they completed a three-week solar workshop in which they took a 12-kilowatt system with 72 panes completely apart. He also stated that the eighth IVROP constructed house will be on the market for sale by next year.

During his report, Mr. Velasquez passed out packets that contained IVC's proposed curriculum. IVC developed new curriculum in response to a suggestion made by Western Product, Inc. at the October 9, 2008, Construction Advisory meeting. Mr. Velasquez stated that the new curriculum will be developed into a new degree in Energy Efficiently Technology. He mentioned that during low construction periods, displaced construction employees want to learn more about the electrical and plumbing areas so that they can become more marketable and this class will respond to their needs. He indicated that the new class will be titled *Residential Plumbing Applications* (BLDC 135, 3 units). Mr. Velasquez commented that IVC will offer the class titled *Essentials of Efficient Green Construction* (BLDC 170, 3 units). He added that the Plumbing course will be available during the Fall of 2009 and, will offer Green Construction class during the Spring of 2010.

Mr. Velasquez requested the approval of the revised IVC Construction Classes and the creation of an Energy Efficiency Technology Degree as well as the creation of the three specializations in Carpentry, Concrete Masonry, and Project Management by the Construction Advisory Committee. A motion was made by Mr. Delgado to accept the revised IVC class BLDC 135 and BLDC 170 outlines. The motion was seconded by Mr. Garcia. The motion carried unanimously.

Mr. Gaddis asked if students would receive a certificate or degree after completing the courses. Mr. Smith informed the group that IVROP students receive a certificate of competency level in all trades and a separate certificate for completing the three-week solar workshop. Mr. Velasquez stated that with the recently approved changes IVC students would obtain a certificate or degree in Building Construction Technology and have the option of also obtaining three specializations (carpentry, concrete masonry, and project management) Mr. Smith recommended adding photovoltaic and water solar to the curriculum.

Suggestions and recommendations: No additional suggestions or recommendations were given.

Motion to continue operation of the program: Mr. Fernandez made a motion to approve the Construction Course curriculum and with the existing courses. Mr. Delgado seconded the motion. The motion was carried unanimously.

Time and date of next meeting: Mr. Velasquez stated the meeting date has yet to be set, but a flier would be sent out. The board stated the venue and time worked well with their schedule.

Adjournment: Mr. Velasquez adjourned the meeting at 12:58 p.m.

Attachment H

Program Budgets

FY/Perd: 12 - 13 YTD/Curr: Y Fund: % Orgn: 342 Acct: % Prog: % Rev? N Ben? Y Atyp %

Fund	Orgn	Acct	Prog	Title	Budget	Ytd	Commit	Avail
11001	342	1110	0900	Instruction Regular Salaries	55,565.00	32,833.84	.00	22,731.16
11001	342	1330	0900	Adjunct Faculty Salaries	9,900.00	3,881.25	.00	6,018.75
11001	342	1340	0900	Overload Full-Time Faculty Salari	11,441.25	6,356.25	.00	5,085.00
11001	342	3110	0900	STRS Certificated Instructional	6,611.14	3,233.21	.00	3,377.93
11001	342	3310	0900	FICA-Certificated	.00	245.48	.00	-245.48
11001	342	3330	0900	Medicare-Certificated	1,161.96	621.21	.00	540.75
11001	342	3410	0900	H&W - Certificated Instructional	13,225.00	7,300.61	.00	5,924.39
11001	342	3510	0900	SUI - Certificated	1,290.17	688.50	.00	601.67
11001	342	3610	0900	Workers' Comp - Certificated	537.71	286.94	.00	250.77
11001	342	4210	0900	Books	500.00	.00	.00	500.00
11001	342	4455	0900	Copying/Printing	125.00	16.25	.00	108.75
11001	342	4460	0900	Office Supplies	147.00	.00	.00	147.00
11001	342	4480	0900	Hospitality	188.00	.00	.00	188.00
11001	342	5220	0900	Travel - Staff Conferences	360.00	.00	.00	360.00
11001	342	5620	0900	Other Maintenance Agreements	250.00	250.00	.00	.00
11001	342	5640	0900	Equipment Repairs	521.00	104.40	.00	416.60
11001	342	5740	0900	Advertising Expense	125.00	.00	.00	125.00
** Building Construction Techn					101,948.23	55,817.94	.00	46,130.29
11502	342	4320	0900	Instructional Supplies and Mater	11,340.00	6,608.27	2,608.69	2,123.04
** Building Construction Techn					11,340.00	6,608.27	2,608.69	2,123.04
12101	342	2301	6190	Student Salaries	4,770.00	2,762.50	.00	2,007.50
12101	342	3620	6190	Workers' Comp - Classified	30.00	18.54	.00	11.46
12101	342	4480	6190	Hospitality	495.00	.00	.00	495.00
12101	342	5220	6750	Travel - Staff Conferences	1,000.00	228.11	.00	771.89
12101	342	5625	6010	Indirect Cost Expense	765.00	.00	.00	765.00
12101	342	5890	6190	Other Expense	2,500.00	.00	.00	2,500.00
12101	342	6490	6190	Equipment - New Eqp under 5000	3,000.00	.00	.00	3,000.00
12101	342	6502	6190	Capital Software	2,500.00	.00	.00	2,500.00
** Building Construction Techn					15,060.00	3,009.15	.00	12,050.85
**** Report Total					128,348.23	65,435.36	2,608.69	60,304.18

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Attachment I

Employer Survey

IMPERIAL VALLEY COMMUNITY COLLEGE
380 E. ATEN RD. CA 92251
IMPERIAL COUNTY EMPLOYER SURVEY

Imperial County Employer Survey - Exploring the need for Construction Positions

ENERGY EFFICIENCY TECHNICIANS
MATERIAL ESTIMATOR
OFFICE PERSONNEL
WEATHERIZATION PERSONNEL
RETROFIT INSTALLER

1. How many employees do you currently have working in any of the positions listed above or in related positions in the construction field?

Full-time (30+hours) = 6 employees
Part-time (under 30 hours) 1 employees

2. Approximately how many more employees in this field do you plan to hire within

The next 1 - 3 years? 2
The next 3 - 5 years? _____

3. Approximately how many employees in this field do you expect to hire to replace current employees who will be departing your organization within the next 1 - 3 years?

0 employees (36% of Total)

4. In general, how do you view the job market for positions in this field? (Check one)

Growing rapidly _____ = 33% of Reps.
Growing at a normal pace X = 50% of Reps.
Growing slowing _____
Steady (No real change) _____ = 17% of Reps.
Declining _____

5. At the present time what is the approximate hourly pay rate or yearly salary for:

Energy Efficiency Technician \$ 12 hrly. or \$ _____ yrly.
Material Estimator \$ 15 hrly. or \$ _____ yrly.
Retrofit Installer \$ 12 hrly. or \$ _____ yrly.
Weatherization Personnel \$ 10 hrly. or \$ _____ yrly.

6. Employees in these positions would gain an approximate 3 % increase in pay after working for 3 years.
7. Employees in these positions would gain an approximate 5 % increase in pay after working for 5 years.
8. If your job applicants possess certifications such as EPA, OSHA, BPI Certificate or other related industry certifications, how much consideration are these certifications given in being chosen for a position?

Top consideration _____
 Average consideration X
 Some consideration _____
 Little or no consideration _____

9. Are employees who gain industry certifications after being employed for some time generally promoted over employees without certification(s)?

Yes X No _____ Sometimes _____

10. If your job applicants possess a Certificate of Achievement or an Associate Degree for Energy Efficiency Technology from a community college such as Imperial Valley College, how much consideration are these credentials given in being chosen for a position?

Top consideration X
 Average consideration _____
 Some consideration _____
 Little or no consideration _____

11. Are employees who gain a community college Certificate of Achievement or Associate Degree after being on the job for sometime generally promoted over employees without these credentials and/or given a pay raise?

Yes X No _____ Sometimes _____

12. Would your company be interested in utilizing the services of the Imperial Valley College Student Employment Services Office to hire some of your construction employees?

Yes X No _____ Sometimes _____

13. Would your company be interested in utilizing a volunteer or paid intern from our Energy Efficiency Technology Program?

Yes X No _____ Sometimes _____

14. Our newest Energy Efficiency Technology Certificate is shown below; would your company preferentially hire an Imperial Valley College student with this Certificate of Achievement or Achievement of Associate Degree.

Energy Efficiency Technology Certificate of Achievement

ENVS 110 Environmental Science.....	3.0 units
BLDC 101 Safety Standards (OSHA) 30hr. Card.....	3.0 units
BLDC 110 Construction Blueprints, Specifications, Measurements, and Codes....	3.0 units
BLDC 115 Home Energy Rating Systems	3.0 units
EWR 150 Solar Energy Systems.....	3.0 units
BLDC 155 Solar Thermal Systems.....	3.0 units
BLDC 170 Essentials of Efficient Green Construction	3.0 units
BLDC 175 Home Performance Retrofits.....	3.0 units
	24.0 units

15. If you have any suggestions for our Energy Efficiency Program such as additional skills required, courses to exclude, etc.?, please explain below;

We appreciate your help in filling out this survey. The information will help the Imperial Valley College prepare students to meet the demands of the community. If you have questions, please call (760) 562-5170 or e-mail Martha Garcia, Coordinator: Martha.Garcia@imperial.edu Thank you.

Your name Angie Miranda / Title owner
Company Coil Breeze
Address 1402 N. 6th St, El Centro CA, 92243
Phone (760) 337-8090 Fax _____ E-Mail _____

IMPERIAL VALLEY COMMUNITY COLLEGE
380 E. ATEN RD. CA 92251
IMPERIAL COUNTY EMPLOYER SURVEY

Imperial County Employer Survey - Exploring the need for Construction Positions

ENERGY EFFICIENCY TECHNICIANS
MATERIAL ESTIMATOR
OFFICE PERSONNEL
WEATHERIZATION PERSONNEL
RETROFIT INSTALLER

1. How many employees do you currently have working in any of the positions listed above or in related positions in the construction field?

Full-time (30+hours) = 6 employees
Part-time (under 30 hours) 2 employees

2. Approximately how many more employees in this field do you plan to hire within

The next 1 - 3 years? ✓
The next 3 - 5 years? _____

3. Approximately how many employees in this field do you expect to hire to replace current employees who will be departing your organization within the next 1 - 3 years?

2 employees (36% of Total)

4. In general, how do you view the job market for positions in this field? (Check one)

Growing rapidly _____ = 33% of Reps.
Growing at a normal pace _____ = 50% of Reps.
Growing slowing ✓ _____
Steady (No real change) _____ = 17% of Reps.
Declining _____

5. At the present time what is the approximate hourly pay rate or yearly salary for:

Energy Efficiency Technician \$ 15⁰⁰ hrly. or \$ _____ yrly.
Material Estimator \$ 12⁰⁰ hrly. or \$ _____ yrly.
Retrofit Installer \$ 10⁰⁰ hrly. or \$ _____ yrly.
Weatherization Personnel \$ 10⁰⁰ hrly. or \$ _____ yrly.

6. Employees in these positions would gain an approximate 5 % increase in pay after working for 3 years.
7. Employees in these positions would gain an approximate 10 % increase in pay after working for 5 years.
8. If your job applicants possess certifications such as EPA, OSHA, BPI Certificate or other related industry certifications, how much consideration are these certifications given in being chosen for a position?

Top consideration ✓
 Average consideration _____
 Some consideration _____
 Little or no consideration _____

9. Are employees who gain industry certifications after being employed for some time generally promoted over employees without certification(s)?

Yes _____ No X Sometimes _____

10. If your job applicants possess a Certificate of Achievement or an Associate Degree for Energy Efficiency Technology from a community college such as Imperial Valley College, how much consideration are these credentials given in being chosen for a position?

Top consideration X
 Average consideration _____
 Some consideration _____
 Little or no consideration _____

11. Are employees who gain a community college Certificate of Achievement or Associate Degree after being on the job for sometime generally promoted over employees without these credentials and/or given a pay raise?

Yes X No _____ Sometimes _____

12. Would your company be interested in utilizing the services of the Imperial Valley College Student Employment Services Office to hire some of your construction employees?

Yes X No _____ Sometimes _____

13. Would your company be interested in utilizing a volunteer or paid intern from our Energy Efficiency Technology Program?

Yes X No _____ Sometimes _____

14. Our newest Energy Efficiency Technology Certificate is shown below; would your company preferentially hire an Imperial Valley College student with this Certificate of Achievement or Achievement of Associate Degree.

Energy Efficiency Technology Certificate of Achievement

ENVS 110 Environmental Science.....	3.0 units
BLDC 101 Safety Standards (OSHA) 30hr. Card.....	3.0 units
BLDC 110 Construction Blueprints, Specifications, Measurements, and Codes....	3.0 units
BLDC 115 Home Energy Rating Systems	3.0 units
EWR 150 Solar Energy Systems.....	3.0 units
BLDC 155 Solar Thermal Systems.....	3.0 units
BLDC 170 Essentials of Efficient Green Construction	3.0 units
BLDC 175 Home Performance Retrofits.....	3.0 units
	24.0 units

15. If you have any suggestions for our Energy Efficiency Program such as additional skills required, courses to exclude, etc.?, please explain below;

We appreciate your help in filling out this survey. The information will help the Imperial Valley College prepare students to meet the demands of the community. If you have questions, please call (760) 562-5170 or e-mail Martha Garcia, Coordinator: Martha.Garcia@imperial.edu Thank you.

Your name Randy Smith / Title owner
Company Arrowhead Construction
Address 690 Garnet St. Brawley Ca 92227
Phone (760) 344-6449 Fax _____ E-Mail _____

IMPERIAL VALLEY COMMUNITY COLLEGE
380 E. ATEN RD. CA 92251
IMPERIAL COUNTY EMPLOYER SURVEY

Imperial County Employer Survey - Exploring the need for Construction Positions

ENERGY EFFICIENCY TECHNICIANS
MATERIAL ESTIMATOR
OFFICE PERSONNEL
WEATHERIZATION PERSONNEL
RETROFIT INSTALLER

1. How many employees do you currently have working in any of the positions listed above or in related positions in the construction field?

Full-time (30+hours) = 4 employees
Part-time (under 30 hours) _____ employees

2. Approximately how many more employees in this field do you plan to hire within

The next 1 - 3 years? 2
The next 3 - 5 years? _____

3. Approximately how many employees in this field do you expect to hire to replace current employees who will be departing your organization within the next 1 - 3 years?

1 employees (36% of Total)

4. In general, how do you view the job market for positions in this field? (Check one)

Growing rapidly _____ = 33% of Reps.
Growing at a normal pace _____ = 50% of Reps.
Growing slowing _____
Steady (No real change) _____ = 17% of Reps.
Declining _____

5. At the present time what is the approximate hourly pay rate or yearly salary for:

Energy Efficiency Technician \$ 18 hrly. or \$ _____ yrly.
Material Estimator \$ 14 hrly. or \$ _____ yrly.
Retrofit Installer \$ 12 hrly. or \$ _____ yrly.
Weatherization Personnel \$ 12 hrly. or \$ _____ yrly.

6. Employees in these positions would gain an approximate 10 % increase in pay after working for 3 years.

7. Employees in these positions would gain an approximate 12 % increase in pay after working for 5 years.

8. If your job applicants possess certifications such as EPA, OSHA, BPI Certificate or other related industry certifications, how much consideration are these certifications given in being chosen for a position?

Top consideration
Average consideration
Some consideration
Little or no consideration

✓

9. Are employees who gain industry certifications after being employed for some time generally promoted over employees without certification(s)?

Yes ✓

No _____

Sometimes _____

10. If your job applicants possess a Certificate of Achievement or an Associate Degree for Energy Efficiency Technology from a community college such as Imperial Valley College, how much consideration are these credentials given in being chosen for a position?

Top consideration
Average consideration
Some consideration
Little or no consideration

✓

11. Are employees who gain a community college Certificate of Achievement or Associate Degree after being on the job for sometime generally promoted over employees without these credentials and/or given a pay raise?

Yes ✓

No _____

Sometimes _____

12. Would your company be interested in utilizing the services of the Imperial Valley College Student Employment Services Office to hire some of your construction employees?

Yes ✓

No _____

Sometimes _____

13. Would your company be interested in utilizing a volunteer or paid intern from our Energy Efficiency Technology Program?

Yes ✓

No _____

Sometimes _____

14. Our newest Energy Efficiency Technology Certificate is shown below; would your company preferentially hire an Imperial Valley College student with this Certificate of Achievement or Achievement of Associate Degree.

Energy Efficiency Technology Certificate of Achievement

ENVS 110 Environmental Science.....	3.0 units
BLDC 101 Safety Standards (OSHA) 30hr. Card.....	3.0 units
BLDC 110 Construction Blueprints, Specifications, Measurements, and Codes....	3.0 units
BLDC 115 Home Energy Rating Systems	3.0 units
EWR 150 Solar Energy Systems.....	3.0 units
BLDC 155 Solar Thermal Systems.....	3.0 units
BLDC 170 Essentials of Efficient Green Construction	3.0 units
BLDC 175 Home Performance Retrofits.....	3.0 units
	24.0 units

15. If you have any suggestions for our Energy Efficiency Program such as additional skills required, courses to exclude, etc.?, please explain below;

We appreciate your help in filling out this survey. The information will help the Imperial Valley College prepare students to meet the demands of the community. If you have questions, please call (760) 562-5170 or e-mail Martha Garcia, Coordinator: Martha.Garcia@imperial.edu Thank you.

Your name Annet Velasquez / Title office Mgr.
Company A.C.E.
Address 144 H St. Brawley CA 92221
Phone (760) 412-0641 Fax _____ E-Mail ace.construction@ymail.com

IMPERIAL VALLEY COMMUNITY COLLEGE
380 E. ATEN RD. CA 92251
IMPERIAL COUNTY EMPLOYER SURVEY

Imperial County Employer Survey - Exploring the need for Construction Positions

ENERGY EFFICIENCY TECHNICIANS
MATERIAL ESTIMATOR
OFFICE PERSONNEL
WEATHERIZATION PERSONNEL
RETROFIT INSTALLER

1. How many employees do you currently have working in any of the positions listed above or in related positions in the construction field?

Full-time (30+hours) = 102 employees
Part-time (under 30 hours) 0 employees

2. Approximately how many more employees in this field do you plan to hire within

The next 1 - 3 years? 4
The next 3 - 5 years? _____

3. Approximately how many employees in this field do you expect to hire to replace current employees who will be departing your organization within the next 1 - 3 years?

0 employees (36% of Total)

4. In general, how do you view the job market for positions in this field? (Check one)

Growing rapidly _____ = 33% of Reps.
Growing at a normal pace X = 50% of Reps.
Growing slowing _____
Steady (No real change) _____ = 17% of Reps.
Declining _____

5. At the present time what is the approximate hourly pay rate or yearly salary for:

Energy Efficiency Technician \$ 14 hrly. or \$ _____ yrly.
Material Estimator \$ 25 hrly. or \$ _____ yrly.
Retrofit Installer \$ 15 hrly. or \$ _____ yrly.
Weatherization Personnel \$ 12 hrly. or \$ _____ yrly.

6. Employees in these positions would gain an approximate 10 % increase in pay after working for 3 years.
7. Employees in these positions would gain an approximate 12 % increase in pay after working for 5 years.
8. If your job applicants possess certifications such as EPA, OSHA, BPI Certificate or other related industry certifications, how much consideration are these certifications given in being chosen for a position?

Top consideration _____
 Average consideration _____
 Some consideration X _____
 Little or no consideration _____

9. Are employees who gain industry certifications after being employed for some time generally promoted over employees without certification(s)?
- Yes _____ No _____ Sometimes X _____

10. If your job applicants possess a Certificate of Achievement or an Associate Degree for Energy Efficiency Technology from a community college such as Imperial Valley College, how much consideration are these credentials given in being chosen for a position?

Top consideration _____
 Average consideration _____
 Some consideration X _____
 Little or no consideration _____

11. Are employees who gain a community college Certificate of Achievement or Associate Degree after being on the job for sometime generally promoted over employees without these credentials and/or given a pay raise?
- Yes X _____ No _____ Sometimes _____

12. Would your company be interested in utilizing the services of the Imperial Valley College Student Employment Services Office to hire some of your construction employees?
- Yes _____ No _____ Sometimes X _____

13. Would your company be interested in utilizing a volunteer or paid intern from our Energy Efficiency Technology Program?
- Yes _____ No _____ Sometimes X _____

14. Our newest Energy Efficiency Technology Certificate is shown below; would your company preferentially hire an Imperial Valley College student with this Certificate of Achievement or Achievement of Associate Degree.

Energy Efficiency Technology Certificate of Achievement

ENVS 110 Environmental Science.....	3.0 units
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BLDC 115 Home Energy Rating Systems	3.0 units
EWR 150 Solar Energy Systems.....	3.0 units
BLDC 155 Solar Thermal Systems.....	3.0 units
BLDC 170 Essentials of Efficient Green Construction	3.0 units
BLDC 175 Home Performance Retrofits.....	3.0 units
	24.0 units

15. If you have any suggestions for our Energy Efficiency Program such as additional skills required, courses to exclude, etc.?, please explain below;

We appreciate your help in filling out this survey. The information will help the Imperial Valley College prepare students to meet the demands of the community. If you have questions, please call (760) 562-5170 or e-mail Martha Garcia, Coordinator: Martha.Garcia@imperial.edu Thank you.

Your name MIKE MCKINLEY Title PRESIDENT
Company PRIMO CONSTRUCTION
Address 605 MAULYNN AVE - CRAWLEY, CA 92223
Phone 760-344-8500 Fax _____ E-Mail _____

IMPERIAL VALLEY COMMUNITY COLLEGE
380 E. ATEN RD. CA 92251
IMPERIAL COUNTY EMPLOYER SURVEY

Imperial County Employer Survey – Exploring the need for Construction Positions

ENERGY EFFICIENCY TECHNICIANS
MATERIAL ESTIMATOR
OFFICE PERSONNEL
WEATHERIZATION PERSONNEL
RETROFIT INSTALLER

1. How many employees do you currently have working in any of the positions listed above or in related positions in the construction field?

Full-time (30+hours) = 14 employees
Part-time (under 30 hours) 2 employees

2. Approximately how many more employees in this field do you plan to hire within

The next 1 – 3 years? 3
The next 3 – 5 years? _____

3. Approximately how many employees in this field do you expect to hire to replace current employees who will be departing your organization within the next 1 – 3 years?

2 employees (36% of Total)

4. In general, how do you view the job market for positions in this field? (Check one)

Growing rapidly _____ = 33% of Reps.
Growing at a normal pace _____ = 50% of Reps.
Growing slowing X _____
Steady (No real change) _____ = 17% of Reps.
Declining _____

5. At the present time what is the approximate hourly pay rate or yearly salary for:

Energy Efficiency Technician \$ 12 hrly. or \$ _____ yrly.
Material Estimator \$ 14 hrly. or \$ _____ yrly.
Retrofit Installer \$ 10 hrly. or \$ _____ yrly.
Weatherization Personnel \$ 10 hrly. or \$ _____ yrly.

6. Employees in these positions would gain an approximate 5 % increase in pay after working for 3 years.
7. Employees in these positions would gain an approximate 8 % increase in pay after working for 5 years.
8. If your job applicants possess certifications such as EPA, OSHA, BPI Certificate or other related industry certifications, how much consideration are these certifications given in being chosen for a position?

Top consideration _____
 Average consideration X
 Some consideration _____
 Little or no consideration _____

9. Are employees who gain industry certifications after being employed for some time generally promoted over employees without certification(s)?
- Yes X No _____ Sometimes _____

10. If your job applicants possess a Certificate of Achievement or an Associate Degree for Energy Efficiency Technology from a community college such as Imperial Valley College, how much consideration are these credentials given in being chosen for a position?

Top consideration _____
 Average consideration X
 Some consideration _____
 Little or no consideration _____

11. Are employees who gain a community college Certificate of Achievement or Associate Degree after being on the job for sometime generally promoted over employees without these credentials and/or given a pay raise?
- Yes X No _____ Sometimes _____

12. Would your company be interested in utilizing the services of the Imperial Valley College Student Employment Services Office to hire some of your construction employees?

Yes X No _____ Sometimes _____

13. Would your company be interested in utilizing a volunteer or paid intern from our Energy Efficiency Technology Program?

Yes X No _____ Sometimes _____

14. Our newest Energy Efficiency Technology Certificate is shown below; would your company preferentially hire an Imperial Valley College student with this Certificate of Achievement or Achievement of Associate Degree.

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BLDC 110 Construction Blueprints, Specifications, Measurements, and Codes....	3.0 units
BLDC 115 Home Energy Rating Systems	3.0 units
EWR 150 Solar Energy Systems.....	3.0 units
BLDC 155 Solar Thermal Systems.....	3.0 units
BLDC 170 Essentials of Efficient Green Construction	3.0 units
BLDC 175 Home Performance Retrofits.....	3.0 units
	24.0 units

15. If you have any suggestions for our Energy Efficiency Program such as additional skills required, courses to exclude, etc.?, please explain below;

We appreciate your help in filling out this survey. The information will help the Imperial Valley College prepare students to meet the demands of the community. If you have questions, please call (760) 562-5170 or e-mail Martha Garcia, Coordinator: Martha.Garcia@imperial.edu Thank you.

Your name Tony Nieto Title Senior Estimator
Company Western Products
Address 397 E. Main St., El Centro, CA. 92243
Phone (760) 352-1447 Fax _____ E-Mail _____

Attachment J

Chancellor's Office Approval

CALIFORNIA COMMUNITY COLLEGES

CHANCELLOR'S OFFICE

1102 Q STREET
SACRAMENTO, CA 95811-6549
(916) 445-8752
<http://www.cccco.edu>



01/07/2011

Kathy Berry
Vice President, Academic Services
Imperial Valley College
380 East Aten Rd.
Imperial, CA 92251-0158

Dear Kathy Berry:

The Chancellor's Office hereby approves Imperial Valley College's **A.S. DEGREE in Energy Efficiency Technology** as listed below. It has been entered into the Curriculum Inventory under T.O.P. code **095200** with **CAREER TECHNICAL EDUCATION (CTE)** status.

- **A.S. DEGREE in Energy Efficiency Technology** with program control number **30497**.

The California Postsecondary Education Commission (CPEC) has authorized the Chancellor's Office to proceed to final approval, without its review, on many new community college programs, except programs of certain types that are of special interest to CPEC. This program is not a type that has been reserved for individual CPEC review and concurrence. Therefore, our approval is effective with this letter.

Good luck with this program.

Sincerely,
Stephanie Low
Dean, Curriculum & Instruction
Academic Affairs Division

Cc: Dixie Krimm

CALIFORNIA COMMUNITY COLLEGES

CHANCELLOR'S OFFICE

1102 Q STREET
SACRAMENTO, CA 95811-6549
(916) 445-8752
<http://www.cccco.edu>



01/07/2011

Kathy Berry
Vice President, Academic Services
Imperial Valley College
380 East Aten Rd.
Imperial, CA 92251-0158

Dear Kathy Berry:

The Chancellor's Office hereby approves Imperial Valley College's **CERTIFICATE OF ACHIEVEMENT:18 or greater semester (or 27 or greater quarter) units in Energy Efficiency Technology** as listed below. It has been entered into the Curriculum Inventory under T.O.P. code **095200** with **CAREER TECHNICAL EDUCATION (CTE)** status.

- **CERTIFICATE OF ACHIEVEMENT:18 or greater semester (or 27 or greater quarter) units in Energy Efficiency Technology** with program control number **30496**.

The California Postsecondary Education Commission (CPEC) has authorized the Chancellor's Office to proceed to final approval, without its review, on many new community college programs, except programs of certain types that are of special interest to CPEC. This program is not a type that has been reserved for individual CPEC review and concurrence. Therefore, our approval is effective with this letter.

Good luck with this program.

Sincerely,
Stephanie Low
Dean, Curriculum & Instruction
Academic Affairs Division

Cc: Dixie Krimm