



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

February 22, 2018

Those in attendance were as follows:

Tisha Nelson, Staff Secretary
Jose Velasquez, Industrial Technology Department Chair
Efrain Silva, Industrial Technology Dean
Janeth Cruz, Internship Coordinator
Ricardo Pradis, Automotive Technology Instructor
Alan Butler, Automotive Technology Instructor
Ricardo Jimenez, Electronics Instructor
Carlos Araiza, Welding Instructor
Jose Roman, Electrical Wiring/ Renewable Energy Instructor
Roxanne Nunez, Counselor
Nancy Sanchez, Tool Room

I. THE MEETING WAS CALLED TO ORDER BY JOSE VELASQUEZ AT 12:54 PM

II. APPROVAL OF MINUTES

M/S/C: Carlos Araiza/Jose Roman approval of minutes.

III. PROP 39

February 22nd was the last day for Prop 39 Equipment.

IV. ITEMS

Jose Velasquez mentioned to Faculty that Census and Syllabus needed to be turned in. It was also mentioned that Faculty shouldn't over enroll past 20% without approval.

Office hours have been posted.

Ricardo Pradis asked if at the Advisory Committee Meetings, the Committee could approve budgets at the first meeting and then the next meeting work on the courses that are being offered.

V. LOTTERY 2016-2017

Jose Velasquez informed Faculty that they need to make sure to spend their lottery funds for 2016-2017 before they lose it.

VI. CT EXPO

Janeth mentioned the CT Expo and if any of the Faculty were interested in attending that she brought forms to fill out.

VII. MID-WINTER FAIR EXPO

Jose Velasquez informed Faculty that if they wanted to volunteer at the IVC booth to advertise their program they needed to make sure to see Patty and reserve a time they want to attend.

VIII. TRANSITION FAIR

Efrain informed faculty members that there is a transition fair coming up and if anyone had anything for the students to be able to build to make sure to get all the supplies they needed to order done in advance.

IX. ADVISORY COMMITTEE RECOMMENDATIONS

Jose Velasquez mentioned to the faculty that a list of recommendations the Committee meetings and any updates will be wanted by next meeting.

X. OTHER

Efrain mentioned that the inspection for the Economic and Workforce Department took place on Wednesday February 23. He informed Faculty that they needed to make sure to have their areas cleaned up and to use the storage and disposal only for certain items. He also informed them to make sure to lock liquids and flammables up and to make sure that students clean up their areas when they are finished with class.

Nancy mentioned that the tool room needed more money for cleaning supplies and needs new tools for the tool room.

Efrain recognized Nancy for all of her hard work in the tool room and shops.

Janeth informed everyone that three students have been placed with a Solar company from San Diego.

Frank Miranda informed the Faculty that Imperial Printers was making signs for logos on the trailer, he asked if he could get some of their help moving it and help with the inside. Efrain gave them a deadline to have it moved by the end of the semester.

XI. NEXT MEETING

Next meeting is scheduled for March 29th 2018.

XII. MEETING WAS ADJOURNED BY JOSE VELASQUEZ AT 1:27 PM