



Meeting Date: 12/5/2017
Date Agenda Posted: 11/6/2017

Location: 3901
Time: 6:00pm

Meeting Agenda:

1. **Introductions** (2 minutes)
2. **Meeting Minutes Approval** (1 minute)
3. **Autodesk / ThinkEDU Authorized Training Center (ATC) Compliance Status** (5 minutes)
 - a. Gilmore Global has been replaced by ThinkEDU
 - b. New ATC requirements
 - i. All instructors must be Professionally Certified on the programs that they instruct on.
 - ii. All instructors must be certified as an Autodesk Certified Instructor (ACI).
 - Requires Professional Certification
 - Complete the Autodesk Instructional Methods e-course
 - Complete 16 hours of online Autodesk Software instructor e-courses
 - iii. To Renew ACI status annually:
 - Complete 20 hours of Autodesk product/workflow training
 - Teach a minimum of 40 hours of Autodesk product training
 - Complete a minimum of 10 hours continuing professional development training on improving instructional skills and/or teaching the future of design.
 - Submit 1 article or featured contribution to a published journal or the Autodesk knowledge network, or deliver 1 presentation at a professional / education conference.
 - Maintain the Autodesk Professional Certification credential in accordance with program terms stated in the ACI Program AgreementAutodesk Certified Instructor (ACI) Status.
 - iv. Open Day Certification Status
4. **Fee-Based Course Offerings** (10 minutes)
 - a. Fee-based course offerings status
5. **Enrollment / Marketing Updates** (5 minutes)
 - a. DDGT110 Fall 2018
 - i. MW 6pm – 8:15pm
 - ii. Started with 26, currently 20

- b. DDGT120 Fall 2018
 - i. MTWTh 8:45am – 12:10pm
 - ii. Started with 26, currently 23 (1 drop from the fire)
 - iii. 11 students of the 26 came from DDGT110
 - c. DDGT240 Fall 2017
 - i. MTWTh 8:45am – 12:10pm
 - ii. Started with 4, currently 4
6. **Articulation Updates** (0 minutes)
- a. Additional articulation with local high-schools currently in the works.
7. **Curriculum Updates** (10 minutes)
- a. Submitted to Curriculum in Fall 2017:
 - i. DDGT130 – Intro to 3D Printing
 - This is the first of several new courses that are being added to the DDGT program.
 - Limitation on how many classes can be offered due to instructor availability.
 - b. Submission to Curriculum for Spring 2018:
 - i. Intro to Technical Illustration (name in progress) or
 - ii. Intro to 3D Scanning
8. **DDGT Program objectives that have been accomplished in the current / previous semester** (5 minutes)
- a. DDGT130 – Intro to 3D Printing
 - b. New 3D Printer has been received and installed. (Stratasys F170)
 - c. DDGT Network updated and joined to the Napa Valley College domain.
 - d. Printer issues with Windows 10 has been resolved.
9. **DDGT Program objectives for the upcoming academic semester** (5 minutes)
- a. Update Curriculum for DDGT230, 231, and all department certificates.
 - b. Add new classes for standalone 3D Laser Scanning or Technical Illustration.
 - c. Outreach
 - i. New Tech High School
 - ii. NVC Counseling Department
10. **Equipment Status** (5 minutes)
- a. Computers
 - b. 3D Printers
 - i. Stratasys F170 3D Printer has been received and is functional.
 - c. Printers

d. Network / Servers

11. DDGT Department Financial Requests for Growth (5 minutes)

- a. Request for funding annual Autodesk Training Center (ATC) license agreement requirements
 - i. Autodesk License Renewal **(VOTE)** @\$6500
 - ii. Autodesk Certified Instructor (ACI) Renewal **(VOTE)** @\$2000
 - iii. Autodesk Instructor Certified Professional exam renewals **(VOTE)** @\$800 (\$160 for each exam)
- b. Request for funding Ascent annual license for courseware printing
 - i. Ascent License Renewal **(VOTE)** @\$6500
- c. SERVER08 is over 9 years old and is becoming the bottleneck on network speeds.
 - i. Request from Napa Valley College for a new server to replace DDGT server. **(VOTE)**
- d. Request funding for 3D Laser Scanning equipment and instructor training to train students for industry needs. **(VOTE)** @\$70,000
- e. Request funding for Drone equipment to train students for industry needs. **(VOTE)** (cost unknown at this time)
- f. Request for funding for additional lab computers to support increased enrollment and additional course offerings. **(VOTE)**

12. Special Announcement: (5 minutes)

- a. Rumors of CTE departments relocation.

13. Industry trends / Public Comments / Round Table (10 minutes)

