



Meeting Date: 12/4/2018
Date Agenda Posted: 11/20/2018

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** (0 minutes)
 - a. Nothing new at this time.
4. **Fee-Based Course Offerings** (0 minutes)
 - a. No changes at this time. No classes currently being offered or planned on being offered.
5. **Course Offerings / Marketing Updates** (5 minutes)
 - a. Fall 2018:
 - i. DDGT110, 120, 130, 230, 240
 - b. Spring 2019
 - i. DDGT110, 121, 241
 - c. Summer 2019
 - i. DDGT130 Summer Boot Camp
6. **Articulation Updates** (2 minutes)
 - a. No new changes at this time. We are still currently offering Articulation agreements with St. Helena and Napa High for DDGT110.
7. **Curriculum Updates** (15 minutes)
 - a. Submission to Curriculum for 2018-2019:
 - i. "Phase II" currently in process, curriculum updates.
 - Courses:
 - a. DDGT230 Digital Architectural Drafting 1
 - b. DDGT231 Digital Architectural Drafting 2
 - Programs
 - a. DDGT AS Degree (60 Units)
 - b. DDGT Certificate of Achievement (50 Units)
 - c. Architectural Drafting and Design Certificate of Achievement (17 Units)

- d. Mechanical Drafting and Design Certificate of Achievement (17 Units)
 - i. Committee Discussion points regarding new Certificates of Achievement.
 - ii. Phase III – Planned for academic year 2020-2021
 - Phase III curriculum updates will include the creation of several new courses to add into the DDGT course offerings including classes specifically on Technical Graphics and 3D Scanning.
 - Phase III is being pushed back a year due to other required Program Coordinator administrative duties, specifically PEP.
8. **DDGT Program objectives that have been accomplished in the current / previous semester** (5 minutes)
- a. Curriculum Updates as previously discussed. (Update Curriculum for DDGT230, 231, and all department certificates.)
 - b. DDGT130 Course Offering
9. **DDGT Program objectives for the upcoming academic semester** (5 minutes)
- a. Additional research on 3D Scanning, AR technologies, and Drone Technology with specific equipment selected and priced and how it can be incorporated into existing courses and new courses.
10. **Equipment / Software Status** (5 minutes)
- a. Additional Equipment / Software Needs:
 - i. DDGT Server Replacement
 - ii. Additional Computers
 - iii. New Projectors Upgrades
 - iv. 3D Scanning Equipment
11. **DDGT Department Financial Requests for Growth** (10 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 10 years old and is 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)** @\$80,000
- e. Request for funding for additional lab computers to support additional course offerings. **(VOTE)**

12. **Special Announcement:** (0 minutes)

- a. No special announcements at this time.

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

