



Meeting Date: 5/22/2019
Date Agenda Posted: 5/7/2019

Location: 3901
Time: 6:00pm

Meeting Agenda:

1. **Introductions** (2 minutes)
2. **Meeting Minutes Approval** (2 minute)
3. **Autodesk / ThinkEDU Authorized Training Center (ATC) Compliance Status** (0 minutes)
 - a. Nothing new at this time.
4. **Enrollment / Marketing Updates** (10 minutes)
 - a. In Spring of 2018, Gary went and visited most of the local high schools and gave presentations on the DDGT program. Gary talked with around 400 students in pathways related to DDGT. No students enrolled that presented to enrolled in the Fall. In Spring of 2019, Gary decided not to present to the local high schools and see how Fall enrollment ends up. Regardless of the results, Gary is planning on presenting to the local high schools again Spring 2020.
 - b. Summer 2019 course offering:
 - i. DDGT130 Summer Boot Camp
 - c. Fall 2019 Class offerings (classes begin August 13th):
 - i. DDGT110 – Technical Drawing Fundamentals
 - ii. DDGT120 – DDGT1
 - iii. DDGT240 – DDGT3
 - d. A two-year schedule has been asked of all campus programs. Here is the tentative schedule:
 - **FIRST YEAR – FALL:**
 - DDGT110 - Technical Drawing Fundamentals
 - DDGT120 – Digital Design Graphics Technology 1
 - DDGT240 – Digital Design Graphics Technology 3
 - **FIRST YEAR – SPRING:**
 - DDGT110 - Technical Drawing Fundamentals
 - DDGT121 – Digital Design Graphics Technology 2
 - DDGT130 – Intro to 3D Printing
 - DDGT241 – Digital Design Graphics Technology 4

- SECOND YEAR – FALL:
 - DDGT110 - Technical Drawing Fundamentals
 - DDGT120 – Digital Design Graphics Technology 1
 - DDGT230 – Digital Architectural Drafting & Design 1
 - DDGT240 – Digital Design Graphics Technology 3
- SECOND YEAR – SPRING:
 - DDGT110 - Technical Drawing Fundamentals
 - DDGT121 – Digital Design Graphics Technology 2
 - DDGT130 – Intro to 3D Printing
 - DDGT231 – Digital Architectural Drafting & Design 2
 - DDGT241 – Digital Design Graphics Technology 4
- This will be revised as additional classes are added.

5. **Articulation Updates** (5 minutes)

- a. There are articulation agreements in place with Napa High and St. Helena High Schools. Gary has been told that there are students planning on taking the exam at the end of this semester but there are no further details at this time.

6. **Curriculum Updates** (10 minutes)

- a. Submission to Curriculum for 2018-2019:
 - i. Phase I: Completed
 - DDGT110, 120, 121, 240, 241 courses have been updated, approved, and implemented.
 - DDGT130 has been approved and is being offered for the first time this summer.
 - ii. Phase II: Close to completion
 - DDGT230 Digital Architectural Drafting 1 - Updated and approved
 - DDGT231 Digital Architectural Drafting 2 – Updated and approved
 - DDGT AS Degree – Updated and approved
 - DDGT Certificate of Achievement – Updated and approved
 - Architectural Certificate of Achievement Update - Last step of approval
 - Mechanical Certificate of Achievement Update – Last step of approval
 - iii. Phase III: Next Priority Fall 2019
 - Intro to Technical Graphics (name in progress)
 - Intro to 3D Scanning (to include Civil 3D)
 - DDGT110 as a purely online course.
 -
 - Certificate around advanced technology courses (DDGT130 3D Printing, 3D Scanning, Technical Illustration) (After all new courses have been created)

7. **DDGT Program objectives that have been accomplished in the current / previous semester** (5 minutes)
 - a. Curriculum Updates
 - b. Equipment Upgrades (will discuss in item 9)

8. **DDGT Program objectives for the upcoming academic semester** (5 minutes)
 - a. Curriculum: Creation of new courses as previously mentioned
 - b. Increase Advisory Committee with additional members of the community in other industries outside of Civil and Architectural to more roundly represent the DDGT curriculum.
 - c. 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.

9. **Equipment Status** (5 minutes)
 - a. Equipment Upgrades – 3D Scanners, DDGT Server, 3d Printer Bath, Mice and Keyboards, Augmented Reality (Waiting for Microsoft’s release)
 - b. Additional Equipment Needs:
 - i. Additional Computers (to have 20 in each room)
 - ii. New Projectors Upgrades

10. **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. Request funding for Drone equipment to train students for industry needs. **(VOTE)** (cost unknown at this time)
 - d. Request for funding for additional lab computers to support increased enrollment and additional course offerings. **(VOTE)**

11. **Special Announcement:** (0 minutes)
 - a. No special announcements at this time.

12. **Industry trends / Public Comments / Round Table** (10 minutes)
 - a. What needs do you see in the industry that we should be training for?