



Meeting Date: 6/1/2016  
Date Agenda Posted: 5/24/2016

Location: 3901  
Time: 6:00pm

Meeting Minutes:

**6:00 Introductions**

**6:02 Meeting Minutes Approval - Approved**

**6:03 Autodesk / Gilmore Global Authorized Training Center Compliance Status**

- a. Autodesk Certified Instructor (ACI) Status (Current)
- b. Autodesk Certification Center (ACC) Status (Current)
- c. Certified Professional Examinations
  - i. Open Day Certification – October 7<sup>th</sup>
  - ii. Payment Process Updated – Students and instructors can directly order their exams from Certiport bypassing the NVC as a financial “middleman”.
  - iii. Instructors are no longer required to be certified on the software they instruct on annually. Now it will be every 3 years or so. For example, any instructor with a 2015 Professional Certification will not need to be recertified until again until 2019. (This is as it was told to me at this time but Autodesk may change their minds again in the future.)
  - iv. The exams now come in several additional “flavors”.
    - Certification of Training (this is what students receive after attending one of our courses based on the Ascent courseware). Cost is included in the courses, cost varies.
    - Certified User - Those who are relatively new to Autodesk software and want to demonstrate basic proficiency can seek to become Certified Users. Certification at this level helps demonstrate a commitment to academic success or career development. Cost of \$90.
    - Certified Professional - Those who possess more advanced skills and can solve complex workflow and design challenges will, in most cases, pursue recognition as Certified Professionals. Certification at this level demonstrates the skills needed to stand out from the competition and pursue career advancement. Cost of \$150.
    - Certified Specialist – Not currently offered.

## 6:06 Fee-Based Course Offerings

- a. Changes in Fall Fee-Based Course Offerings:
  - i. Fall courses will only be held one night a week on Tuesday evening for 8 weeks.
  - ii. Cost of the class has been raised to \$495 so that we can offer the class with fewer enrollments. Minimum class size has been lowered from 10 down to 7.
- b. Spring 2016 Fee-Based Course Enrollment Status Review
  - i. AutoCAD Fundamentals 1/26/16 – 2/18/16
    - Held - 9 Enrolled
  - ii. Inventor Intro to Solid Modeling 2/23/16 – 3/17/16
    - Cancelled – 1 Enrolled
  - iii. AutoCAD Advanced 3/29/16 – 4/21/16
    - Cancelled – 3 Enrolled
  - iv. Revit Fundamentals 4/26/16 – 5/19/16
    - Cancelled – 7 Enrolled and then 2 more tried to enroll the week after the class would have started.
- c. Fall 2016 Fee-Based Course Offerings
  - i. AutoCAD Fundamentals 8/16/2016 - 10/4/2016
  - ii. AutoCAD Advanced 10/18/2016 - 12/6/2016
- d. A survey is currently being created and will be sent out to all 431 students who have received Autodesk Certification of Training in the past.
  - i. We are asking questions regarding costs and scheduling to better provide training in the future. Example questions:
    - Evening classes are a total of 32 hours of training. Here is a list of class schedules we have offered in the past. What is your preferred schedule?
      - Class meets 1 evening a week between 6pm and 10pm for 8 weeks?
      - Class meets 2 evenings a week between 6pm and 10pm for 4 weeks?
      - Class meets 4 evenings a week between 6pm and 10pm for 2 weeks?
    - Would you prefer the course to be schedule in larger time slots over fewer weeks or would you prefer smaller time slots over a larger amount of time?
    - Would you prefer evening classes, classes during the workday, or weekend classes?
    - The cost of the Fee-Based courses has increased over the last few years. The cost for the same training at other training facilities is close to \$1000 per class. Our current cost has just increased to \$495 a class from \$341. The cost of the class includes the 32 hours of training, the courseware with exercise files, printer access, and access to the

Autodesk 3 year trial software. Do you feel that the cost of the class is still reasonable or would this deter you from taking a class?

- ii. We are currently planning for the Summer of 2017 to offer Fee Based courses during days on Saturdays.
- e. Discussion
  - i. Any suggestions on questions for the surveys? – **No suggestions offered.**
  - ii. Any suggestions on scheduling options? – **Explore Fridays as a possible day / time.**

#### **6:15 Enrollment / Marketing Updates**

- a. Gary presented the DDGT program to multiple courses at New Tech High School and Vintage High School during the Spring Semester. Napa High School came and toured the NVC campus and Gary gave multiple presentations to the students at that time.
- b. High expectations for increased enrollment for Fall due to changes in the Fee-Based courses as well as outreach to the local high schools.  
**Suggestion to find and track where DDGT120 students are coming from.**

#### **6:16 Articulation Updates**

- a. St. Helena has created an articulation agreement with NVC for DDGT110 Technical Drawing Fundamentals.

#### **6:21 Curriculum Updates**

- a. Status Update on Architectural Drafting and Design Certificate (On Hold)
  - i. DDGT231 has been archived at this time because it has been unsuccessfully held due to lack of enrollment. Gary has been pressured to archive the class due to lack of SLO documentation.

#### **6:24 DDGT Program objectives that have been accomplished in the current / previous semester**

- a. Increased outreach to local High Schools
- b. New Cisco switches have been installed and the DDGT networking cabling has been cleaned up. Networking speeds have increased by a factor of 7.

#### **6:25 DDGT Program objectives for the upcoming academic semester**

- a. Curriculum for DDGT110, 120, 121, 240, and 241 will be updated over summer 2016 and submitted for approval to the Curriculum Committee.



- b. Decommission DDGT-SERVER02
- c. A survey is currently being created and will be sent out to all 431 students who have received Autodesk Certification of Training in the past. We are asking questions regarding costs and scheduling to better provide training in the future.

#### 6:28 Equipment Status

- a. Computer Lab
  - i. Dell Dimension 670 computers are 11 years old and have been failing. They also no longer support the majority of the software we utilize in the department.
  - ii. Dell Dimension T5500 computers are 6 years old and are inadequate for our current software needs.
    - Request from Napa Valley College for a new round of computers to replace Dell 670 computer lab. **Unanimous Approval**
- b. New Cisco switches have been given to the DDGT program. They have been installed and network speeds have been significantly improved but there are still network issues. Plans to decommission the oldest server and promote the “newer” server to the primary server to see if that improves the speed of the network.
- c. DDGT-SERVER8 is over 8 years old and is becoming the bottleneck on network speeds.
  - Request from Napa Valley College for a new server to replace both DDGT servers. **Unanimous Approval**
- d. The DDGT department received VTEA funding for additional 3D Space Pilots to complete one side of the computer lab and a new printer specifically for student use but the equipment has not been received at this time.

#### 6:30 DDGT Department Financial Requests for Growth

- a. Request for funding annual Autodesk Training Center (ATC) license agreement requirements
  - i. Autodesk License Renewal **Unanimous Approval**
- b. Request for funding Ascent annual license for courseware printing **Unanimous Approval**
- c. Request for new computers
  - i. Request for 32 new machines to replace Dell Dimension 670 workstations – only 8 of the original 29 machines are currently functional. Dell Dimension 670 workstations now approximately 11 years old. Two additional computer requests (included in the 32) to replace office machines at the same time so we can use our office machines to grade student assignments as well as prepare for lectures. **Unanimous Approval**
- d. Request for a new server

- i. We currently have two servers in use. DDGT-SERVER2 is easily over 10 years old and is planned on being decommissioned summer 2016. DDGT-SERVER08 is over 8 years old and needs to be replaced as well. **Unanimous Approval**
- e. Request funding for 3D Scanning equipment to train students for industry needs.  
**Unanimous Approval**

**6:40 Industry trends**

**Suggestion to explore the incorporation of Civil 3D into the program to augment or replace AutoCAD.**

**6:45 Public Comments / Round Table**

**Look for a donation or funding for a 3D Scanner (Lydar) to incorporate point cloud data into the program. Explore incorporating Drone scanning into the program or as a class addition. Need to find a Civil 3D instructor for Fee-Based evening courses.**