



Meeting Date: 11/17/2016

Location: 3901

Time: 6:00pm

Fall 2016 Meeting Minutes:

1. Introductions

6:00 Meeting began on time.

2. Meeting Minutes Approval

6:02 Meeting minutes for Spring 2016 approved.

3. 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 14th results

6:04 Open day certification success rates were low. Only one student (out of ten) successfully passed the exam. On a side note, there were two people taking the exam from the local community who took the exam and the DDGT students scored higher than those two. There were several factors that attributed to the low test scores. One, Autodesk increased the minimum passing score on their exams. Two, Autodesk changed how the exams have been offered by going to another third party, Certiport. The DDGT program declined offering exams during this transition as they worked out all of their “bugs”. As a result, we declined text exams for a year. This was the first opportunity most of our students had to take an exam even though several of our students are in their third semester. Autodesk recommends having 450 hours of experience with the software; over half of the students taking the exam had less than half of that experience. Several students only failed by two answers. I expect a higher success rate Spring 2017.

4. Fee-Based Course Offerings

- a. Fall Fee-Based Course Offerings Results
- b. Spring 2017 Fee-Based Course Offerings
 - i. AutoCAD Fundamentals 2/14-4/4/2017 (Tuesday only)

- ii. Inventor Intro to Solid Modeling 2/17-4/6/2017 (Thursdays only)
 - iii. AutoCAD Advanced 4/25-5/18/17 (Tuesdays and Thursdays)
- c. Summer 2017 Fee-Based Course Offerings
 - i. Suggestions on scheduling

6:15 Fall Fee-Based courses were all cancelled due to low enrollment. Attempts to increase enrollment by offering classes one night a week showed no increases in enrollment. We still attribute lack of enrollment to lack of awareness in the local industry. We are offering Spring Fee-Based courses one night a week as well but we hope to have better success because they will be offered later in the semester. We feel that there was not enough notice from the mailing brochure from Upper Valley Campus with the start date of the classes. We will look at offering summer courses again now that we are receiving new computers.

- 5. Enrollment / Marketing Updates
 - a. DDGT110/ENGI122 status
 - b. Returning Students for Spring

6:20 The Engineering department has decided that after 20+ years of having DDGT110 taught concurrently with ENGI122 that they must have an Engineer instruct the whole class. This has had a severe impact on the DDGT110 enrollment with enrollment cut in half. We are looking at ways to resolve this but have so far been unsuccessful. All committee members agree that the AutoCAD Drafting portion of the curriculum should still be taught by DDGT as we offer additional benefits to the students that the Engineering department cannot – such as AutoCAD Certificates of Completion.

- 6. Articulation Updates
 - a. No updates at this time
- 7. Curriculum Updates
 - a. No changes at this time.
- 8. DDGT Program objectives that have been accomplished in the current / previous semester
 - a. 2016 Teacher Institute - Increased outreach to local High Schools
 - b. New Computers are currently in the process of being purchased. We have been approved for 32 new workstations.
 - c. Decommissioned DDGT-SERVER02
 - d. Autodesk Fusion 360 Event

6:25 Gary has attended the 2016 Teacher Institute meeting designed to align High School programs with program at Napa Valley College. Gary has plans to present the DDGT program at several local high schools in Spring to increase awareness and improve enrollment.

We are working with HP to finalize the design of new computers for the DDGT lab.

DDGT-SERVER02 has been decommissioned.

Autodesk asked to hold a Fusion 360 Boot-Camp at our site. We successfully held the event and had roughly 30 students attend – both current students and graduates. This was challenging as we had to market the event ourselves with no funding.

9. DDGT Program objectives for the upcoming academic semester
 - a. Deadline of March 31st 2017 to update Curriculum for DDGT110, 120, 121, 240, and 241.
 - b. Spring outreach to local high schools (New Tech, Napa High, Vintage, possibly more)
 - c. Outreach to Napa Valley College counseling department.
 - d. Student survey. We are asking questions regarding costs and scheduling to better provide training in the future.
 - e. Remove old equipment and install new equipment.

6:30 No comments

10. Equipment Status
 - a. Computer Lab
 - i. Dell Dimension 670 computers are in process of removal to make room for new workstations.
 - ii. Dell Dimension T5500 computers will replace Dell Dimension 670 computers as spill over for larger classes.
 - b. New student printer specifically for student use has been received and installed.
 - c. HP 1055cm Printer (same as the one we have) is being donated to the program.

6:35 The DDGT department is currently in the process of having the 10 year computers removed. Our 6 year computers will take their positions of the old ones as they are removed and will be used as overflow. We are currently working with HP to finalize the design within budget. With any luck, we will receive the new computers soon so we can start installing and configuring the computers over winter break.

We were told that we cannot purchase new instructor machines for our offices (2) with the same budget as they are not used by the students. Ben recommended talking with DSPS and see if they might have a budget for this. The rationale being, when students from DSPS take exams, they need a quiet zone and they get time and a half for exams. The testing center



does not have any computers with the software we use for open book exams. This would give student the opportunity to take exams here in a closed environment.

Someone from the local community donated an HP Designjet 1055cm. Normally, I decline additional plotters as we already have two. However, we already have an HP Designjet 1055cm so we accepted. We are yet to decide if this will be an emergency backup in case one fails or to have both running concurrently, one for each room.

11. DDGT Department Financial Requests for Growth

- a. Request for funding annual Autodesk Training Center (ATC) license agreement requirements
 - i. Autodesk License Renewal **(APPROVED UNANIMOUSLY)**
- b. Request for funding Ascent annual license for courseware printing **(APPROVED UNANIMOUSLY)**
- c. SERVER08 is over 8 years old and is becoming the bottleneck on network speeds.
 - i. Request from Napa Valley College for a new server to replace both DDGT servers. **(APPROVED UNANIMOUSLY)**
- d. Request funding for 3D Scanning equipment to train students for industry needs. **(APPROVED UNANIMOUSLY)**

6:40 The DDGT department requested a quote from Trimble for options on 3D Scanning equipment. They suggested Trimble TX6. It can scan up to 120 meters. They offered a package including the scanner, accessories, 11 seats of the Realworks software, and two days of training for approximately \$68,000 which is a really good deal. Committee members agreed that they are currently utilizing this technology on an increasing basis – specifically with the earthquake damage Napa received several years ago. All members agree that this would not only be a great asset to the core program but that specific stand-alone courses could be offered in the evenings for working professionals.

12. Industry trends / Public Comments / Round Table

6:45 Recommendations to research drone technology specifically applied to Drafting and Design. An example would be having a drone with a camera fly under a bridge for inspections. This could also be a great addition to the program in the next couple years.

