



Meeting Date: 5/31/2017  
Date Agenda Posted: 5/16/2017

Location: 3901  
Time: 6:00pm

Meeting Minutes:

1. 6:05 - Introductions

**Members in attendance: Gary Strommen, Jim Kisiel, Steve Cuddy, Sid Chaudhary, and Carl Servais.**

2. 6:07 - Meeting Minutes Approval

**Minutes approved by all.**

3. 6:08 - Autodesk / Gilmore Global Authorized Training Center Compliance Status

a. Autodesk Certified Instructor (ACI) Status

i. Program Coordinator will need to retest in 2018.

b. Autodesk Certification Center (ACC) Status (Current)

i. All instructors will need to retest in 2018.

**The Digital Design Graphics Technology Authorized Training Center (ATC) is currently in compliance but will be required for instructors to be certified on the 2018 releases to stay in compliance with the Autodesk ATC License Agreement.**

c. Certified Professional Examinations

i. Open Day Certification June 23<sup>rd</sup>

**The next open day certification will be on June 23<sup>rd</sup>. Cost will be \$60 each instead of the normal \$160. Several students will be taking the exam and it is open to the community as well. The exams have become more difficult as you must now pass with 80% or higher. Existing DDGT courses are going to be modified to increase reading participation in the ASCENT courseware with the goal to improve student success scores.**

d. Ascent courseware changes

**The ASCENT courseware has been changed from PDF to PDC (a third party viewing software) format to protect their copyrighted material. This makes it more difficult for us to print the courseware but will have no direct impact on students.**

4. 6:12 Fee-Based Course Offerings

a. Spring 2017 Fee-Based Course Offerings Results

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)

b. Summer 2017 Fee-Based Course Offerings

- i. AutoCAD Fundamentals 6/3-6/24/2017 (Saturdays only)
- ii. AutoCAD Fundamentals 6/6 – 6/27/2017 (Tuesdays, City of Vallejo)

**All Fee-Based courses for Spring and Summer were cancelled due to low enrollment except the AutoCAD Fundamentals for the City of Vallejo. The City of Vallejo hired us to teach their employees in a private class. We still assume the low enrollment is still due to a lack of awareness.**

- 5. 6:15 Enrollment / Marketing Updates
  - a. DDGT110/ENGI122 Spring 2017 (14/16)
  - b. DDGT121/DDGT241 Spring 2017 (10/11)

**The DDGT program is still feeling the effects of the DDGT110/ENGI122 split. Against the DDGT Program Coordinators direct wishes, the two classes were made independently. Gary recommended that the ENGI122 be changed to a 1 unit course instead of a 4 unit course and the Engineering students could enroll in both courses but his suggestion was ignored. The separation of the two courses as independent courses cut the DDGT110 enrollment by half. The class has been historically on waitlist every semester for over 15 years with 30+ students enrolling every semester to now barely meeting the 15 student minimum enrollment.**

**On a positive note, student retention was very high Spring 2017. Out of 16 students enrolled in DDGT110, 14 stayed to completion. For DDGT121/241, 10 students stayed to completion out of 11. At least 7 students in DDGT110 have told Gary that they are planning on coming and taking the DDGT A.S. Program. Again, this number would have been higher if DDGT110 and ENGI122 were not separated.**

- 6. Articulation Updates
  - a. No updates at this time

- 7. 6:30 Curriculum Updates
  - a. Submitted to Curriculum in Spring 2017:
    - i. DDGT110 – Major Updates
    - ii. DDGT120 – Major Updates
    - iii. DDGT121 – Major Updates
    - iv. DDGT199 - Archived
    - v. DDGT230 – Units Update
    - vi. DDGT240 – Major Updates
    - vii. DDGT241 – Major Updates
  - b. Plans to submit to Curriculum in Fall 2017
    - i. A.S. Degree update (Currently 63 Units)
    - ii. Certificate of Achievement update (Currently 51 Units)

- iii. Architectural Drafting and Design Certificate of Achievement Update (Currently 15-19 units)
  - iv. DDGT230 – Course Overhaul
  - v. DDGT231 – Course Overhaul
  - vi. 3D Printing course addition
  - vii. 3D Laser Scanning course addition
- c. Future Plans
- i. Drones course addition

**All existing DDGT courses were updated in Spring 2017. Gary plans on updating the Architectural side of the program, add new Certificates of Achievement, and expand the class offerings which will be submitted to the Curriculum Committee for approval Fall 2017.**

**The first of the new courses will be a standalone course on 3D Printing. Students will learn Autodesk Fusion 360 in the first half of the semester to learn how to 3D Model and 3D Printing concepts in the second half of the semester. The goal is to have the curriculum approved in Fall 2017 and the course being offered Spring 2018.**

**The second of the new courses will be a standalone course on 3D Laser Scanning. Students would learn how to operate and gather data using a 3D Laser Scanner. The data would be gathered as Point Cloud information. Students would then learn how to manipulate the Point Cloud information utilizing Autodesk software. The goal is to have the curriculum approved in Fall 2017. Class would not be able to be offered until 3D Laser Scanning equipment can be purchased.**

**Committee members mentioned several uses of 3D Laser Scanning: Interior Condo Design, used to scan construction to see if it matches the as-builts, Historical Preservations, Safety (scanning on San Francisco city streets are much quicker with the 3D Laser Scanner and they do not have to be out on the streets nearly as long).**

**The third of the new courses will be a standalone course utilizing Drone Technology. This course curriculum will not be submitted until 2018. Class will not be able to be offered until Drone equipment can be purchased.**

**Committee members mentioned several uses for drones: aerial photography / video, scanning of bridges and other difficult to reach locations.**

**A new Certificate of Achievement is planned once these three classes are instituted.**



**Carl recommended that for the Architectural Class updates, we look at incorporating Lumion, NScape, or Twin Motion software (we would need to purchase whichever software we decided to go with) as the software for visualization as 3ds Max is not being utilized as heavily in the industry anymore. The suggested software packages might also work with the Oculus Glasses Virtual Reality. Further research needs to be done.**

**Sid offered contacts with his employees directly utilizing 3D Laser Scanning and Drone Technology. This will be a great asset and will assist in the writing of the course curriculum as assignments can be created to teach skills directly being used in the industry.**

**Jim suggested adding a “Construction Documents” reading class into the Architectural side of the program.**

8. 6:45 DDGT Program objectives that have been accomplished in the current / previous semester
  - a. Outreach
    - i. New Tech High School
    - ii. NVC Counseling Department
  - b. New Computers have been installed and are being utilized. Old equipment has been removed.
  - c. New 3D Printer has been approved (Stratasys F170)
  - d. Curriculum for DDGT110, 120, 121, 199, 230, 240, and 241 have been updated
  
9. 6:47 DDGT Program objectives for the upcoming academic semester
  - a. Update Curriculum for DDGT230, 231, and all department certificates. Add new classes for standalone 3D Printing and 3D Laser Scanning.
  - b. Update computer network with IT Department. DDGT domain is being discontinued but server will still be available as a network storage device. Computers are to join NVC domain. This will significantly increase internet speeds, resolve the NVC Website access issues the building is having, place security management to IT while still allowing us access to a server storage location with permission settings.
  - c. Resolve Printer Issues and Windows 10 issues.
  
10. 6:50 Equipment Status
  - a. Computer Lab
    - i. Dell Dimension T5500 computers have replaced Dell Dimension 670 computers as spill over for larger classes.
    - ii. 3d Printer Dimension SST 768 is no longer able to be under a service maintenance agreement as it has been discontinued. It is currently functional

but the next time it fails, it will not be serviceable. It is being phased out by the new Stratasys F170 3D Printer we have been approved for.

11. 6:52 DDGT Department Financial Requests for Growth

- a. Request for funding annual Autodesk Training Center (ATC) license agreement requirements
  - i. Autodesk License Renewal (VOTE) @\$6500  
**Advisory Committee unanimously voted in approval for request for funding.**
  - ii. Autodesk Certified Instructor (ACI) Renewal (VOTE) @\$2000  
**Advisory Committee unanimously voted in approval for request for funding.**
  - iii. Autodesk Instructor Certified Professional exam renewals (VOTE) @\$800 (\$160 for each exam)

**Advisory Committee unanimously voted in approval for request for funding.**

- b. Request for funding Ascent annual license for courseware printing
  - i. Ascent License Renewal (VOTE) @\$6500  
**Advisory Committee unanimously voted in approval for request for funding.**
- 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 both DDGT servers. (VOTE)  
**Advisory Committee unanimously voted in approval for request for funding.**
- d. Request funding for 3D Laser Scanning equipment to train students for industry needs. (VOTE) @\$70,000  
**Advisory Committee unanimously voted in approval for request for funding.**
- e. Request funding for Drone equipment to train students for industry needs. (VOTE) (cost unknown at this time)

**Advisory Committee unanimously voted in approval for request for funding.**

12. 6:55 Special Announcement:

- a. Changes to the advisory committee for Fall 2017  
**Starting in Fall 2017, the DDGT, Welding, and Machine Tool advisory committees will be combined into one Industrial Advisory Committee. DDGT Advisory Members did not feel that was a good move and suggested a combination between DDGT and Engineering would be a better fit. Unfortunately, Engineering is not a Career Technical Education (CTE) program so they do not have an advisory committee. Committee members feel that the Fall meeting will be a test to see if the combined programs make sense and if they wish to continue serving as members at that time.**

13. 7:00 Industry trends / Public Comments / Round Table

**No additional comments were added at this time.**

