



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)
6:03
Meeting minutes for Spring 2018 approved by all.
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

6:05

Fall 2018 was a strong course offering for the DDGT program. We successfully offered DDGT110, 120, 130, 230, and 240. 230 is typically offered every two years.

This was the first semester we offered 130 as this is a brand new course. This class will be offered again in Summer 2019 as a Boot Camp targeted to (but not limited to) High School students. This course will be typically offered once a year in the Fall semester.

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.

6:10

DDGT230 and 231 are in the process of running through the Curriculum process for approvals. 230 is currently being updated and 231 is being unarchived and updated.

The existing DDGT AS Degree and Certificate of Achievements (60 Units and 50 Units respectively) have been updated and are currently in the process of approval.

Two new Certificates of Achievement (Architectural Drafting and Design and Mechanical Drafting and Design) are currently in the process of approval. These two new certificates are both 17 units each and both can be completed independently of each other taking one-year each. The new certificates offer the following advantages:

- **Students can earn a certificate in one-year.**
- **There are government grants and financial aid programs that are available to only one year programs / certificates that students will be able to qualify for.**
- **These certificates offer options to students who are only interested in the drafting side of the program and not the visualization side of the program.**
- **This will showcase more accurate success rates for the DDGT program.**

Once these classes and programs have been updated, new courses on technical graphics and 3D Scanning will be added.



Advisory committee members are in agreement that these additions will all be valuable and beneficial to students and are supporting these updates / additions.

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.

6:20

To keep the DDGT program relevant and current, new industry recognized technologies need to be incorporated into the program.

3D Scanning equipment has been researched and paperwork submitted for purchase to augment the DDGT program and for additional future courses. 3D Scanning is being utilized in the industry on an increasing basis for a range of industries including Architecture, Civil Engineering, Forensics, etc.

Augmented Reality technologies are planning on being researched next and will be the next technology to be incorporated into the program.

Drone technology is currently being shelved at this time due to governmental restrictions and regulations – specifically that you have to have a Pilot’s license to teach and use drones at a professional level.

There could be a future Certificate of Achievement created around the advanced technology courses of 3D Printing, 3D Scanning, and Augmented Reality.

Advisory Committee members are supportive of the new technologies and have discussed how their companies have begun incorporating these technologies into their workflow and businesses. All members see the value of these technologies and the need the industry has for them.

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

6:30

The DDGT Server is still running Windows Server 2008 and is out of date and is no longer supported by Windows. This is currently our bottle neck in the work flow for our students. New server quotes have been requested from the IT department.

The DDGT program currently has 32 computers that we utilize and spread out between two classrooms. There has been a request by our Dean of CTE (Career Technical Education) to have 20 working computers in each room. Currently, our 32 computers are distributed between our two classrooms and we do not have enough to fill both rooms effectively.

There is a current request for new Projectors and Audio/Video upgrades in the DDGT department. IT and our Dean are aware of this but we are waiting for funding.

3D Scanning Equipment with the Trimble TX6 and ZEB-REVO RT has been researched and quoted. We are only waiting for available funding. This equipment will be incorporated into the DDGT program immediately with a separate, stand-alone class being added in the future (as we did with the 3D Printing course).

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)

6:33

All advisory committee members were in full agreement to request funding for the licensing agreements, courseware, and equipment mentioned above.

12. Special Announcement: (0 minutes)

- a. No special announcements at this time.

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

6:45

Gary discussed how he might be working with IT over the next few years to get the infrastructure in place to offer a 100% online course. This would allow students to remotely access from their own computer at home a remote terminal that would allow them access to the software required for any of our classes. This would remove one of the largest obstacles in offering an online course. This has huge implications as this would really assist the growth of the program. The equipment NVC would need for this is currently not available and is projected several years from now.

Eileen and Carl brought up a discussion on Makers Labs. The NVC has recently created a Makers Lab and it should be open up to student in the Spring. Gary is planning on having a class tour to the Makers Lab in Spring 2019. Gary will create an assignment for DDGT121 to have students take their logo they have designed and do something with it at the Makers Lab: burned into wood, etched into glass / plastic, cutout of some kind of material, etc.

It was also discussed how Autodesk has a gallery in SF that is open to the public not far from the SF Ferry building. Gary is going to look into having a class field trip.

Steve, Carl, Jim, and Eileen all briefly discussed the new building codes, "Net 0" which are being implemented in Jan 2019. Example, every new building will require Solar.