



Meeting Date: 12/5/2017
Date Agenda Posted: 11/6/2017

Location: 3901
Time: 6:00pm

Meeting Agenda:

1. Introductions (2 minutes)

Members in attendance: Gary Strommen, Jim Kisiel, Steve Cuddy, Carl Servais, Ron Solomon, and Randy Mendes.

2. Meeting Minutes Approval (1 minute)

Minutes approved by all.

3. Autodesk / ThinkEDU Authorized Training Center (ATC) Compliance Status (5 minutes)

- a. Gilmore Global has been replaced by ThinkEDU

- b. New ATC requirements

- i. All instructors must be Professionally Certified on the programs that they instruct on.

- ii. All instructors must be certified as an Autodesk Certified Instructor (ACI).

- Requires Professional Certification

- Complete the Autodesk Instructional Methods e-course

- Complete 16 hours of online Autodesk Software instructor e-courses

- iii. To Renew ACI status annually:

- Complete 20 hours of Autodesk product/workflow training

- Teach a minimum of 40 hours of Autodesk product training

It has been agreed to by the committee members that all ATC Courses be increased from 32 hours of training to 40 hours to meet the new ACI requirement of the Autodesk License Agreement.

- Complete a minimum of 10 hours continuing professional development training on improving instructional skills and/or teaching the future of design.

- Submit 1 article or featured contribution to a published journal or the Autodesk knowledge network, or deliver 1 presentation at a professional / education conference.

- Maintain the Autodesk Professional Certification credential in accordance with program terms stated in the ACI Program Agreement Autodesk Certified Instructor (ACI) Status.

The new requirements by ThinkEDU for all instructors to maintain an ACI status really limits adding new instructors to the DDGT ATC program. All new instructors* would

not only have to go through all of the Napa Valley College's requirements to be hired but then would have to go through all of the ThinkEDU requirements at their own financial expense and on their own time in order to teach a class that will likely be canceled due to low enrollment as we do not have a marketing budget.

*** All new instructors that teach classes that offer an Autodesk Certificate of Achievement - which is currently all DDGT courses at this time.**

iv. Open Day Certification Status

4. Fee-Based Course Offerings (10 minutes)

a. Fee-based course offerings status

Gary has decided not to offer any Fee-Based courses to the Spring schedule as they are not reaching minimum enrollment. Without a budget to help market and promote the courses, enrollment continues to be a major concern.

5. Enrollment / Marketing Updates (5 minutes)

a. DDGT110 Fall 2017

i. MW 6pm – 8:15pm

ii. Started with 26, currently 20

b. DDGT120 Fall 2018

i. MTWTh 8:45am – 12:10pm

ii. Started with 26, currently 23 (1 drop from the fire)

iii. 11 students of the 26 came from DDGT110

c. DDGT240 Fall 2017

i. MTWTh 8:45am – 12:10pm

ii. Started with 4, currently 4

Fall 2017 DDGT enrollment was up across all courses with very high completion rates despite the major fires in the area and for being closed for two weeks.

6. Articulation Updates (0 minutes)

a. Additional articulation with local high-schools currently in the works.

Napa High Robotics?

New Tech?

7. Curriculum Updates (10 minutes)

a. Submitted to Curriculum in Fall 2017:

i. DDGT130 – Intro to 3D Printing

➤ This is the first of several new courses that are being added to the DDGT program.

➤ Limitation on how many classes can be offered due to instructor availability.

b. Submission to Curriculum for Spring 2018:



- i. Intro to Technical Illustration (name in progress) or
- ii. Intro to 3D Scanning

It was suggested to research Coordinate Measuring Machines (CMM) as another area of training to students. Gary still plans on adding additional DDGT courses to the program to expand Architecture class offerings as well as Technical Graphics.

8. DDGT Program objectives that have been accomplished in the current / previous semester (5 minutes)

- a. DDGT130 – Intro to 3D Printing
- b. New 3D Printer has been received and installed. (Stratasys F170)
- c. DDGT Network updated and joined to the Napa Valley College domain.
- d. Printer issues with Windows 10 has been resolved.

9. DDGT Program objectives for the upcoming academic semester (5 minutes)

- a. Update Curriculum for DDGT230, 231, and all department certificates.
- b. Add new classes for standalone 3D Laser Scanning or Technical Illustration.
- c. Outreach
 - i. New Tech High School
 - ii. NVC Counseling Department

Recommended to possibly create a collaboration class between Welding, Machine Tool, and DDGT.

Research the Maker Lab Certificate.

10. Equipment Status (5 minutes)

- a. Computers
- b. 3D Printers
 - i. Stratasys F170 3D Printer has been received and is functional.
- c. Printers
- d. Network / Servers

11. 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
Advisory Committee members unanimously voted YES
 - ii. Autodesk Certified Instructor (ACI) Renewal (VOTE) @\$2000 6500
Advisory Committee members unanimously voted YES
 - iii. Autodesk Instructor Certified Professional exam renewals (VOTE) @\$800 (\$160 for each exam) 6500
Advisory Committee members unanimously voted YES



- b. Request for funding Ascent annual license for courseware printing
 - i. Ascent License Renewal (VOTE) @\$6500 6500
Advisory Committee members unanimously voted YES
- 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 DDGT server. (VOTE) 6500
Advisory Committee members unanimously voted YES
 - ii. Request funding for 3D Laser Scanning equipment and instructor training to train students for industry needs. (VOTE) @\$70,000 6500
Advisory Committee members unanimously voted YES
 - iii. Request funding for Drone equipment to train students for industry needs. (VOTE) (cost unknown at this time) 6500
Advisory Committee members unanimously voted YES (The marketing aspect alone is worth the money)
 - iv. Request for funding for additional lab computers to support increased enrollment and additional course offerings. (VOTE) 6500
Advisory Committee members unanimously voted YES

12. Special Announcement: (5 minutes)

- a. Rumors of CTE department's relocation.

Ron is a big advocate of joining student education with local industry real world projects. Ron and Randy both recommended finding applications where the DDGT program can become involved in local industry and create partnerships to help create awareness and to help fund the program. Steve may have some projects where we can get involved.

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

Committee recommended that using the 3D Laser Scanner (which we have requested the college for but do not currently have) out in the industry for paid work would give additional funding to the college as well as give students real world experience.

