

BMCC Student Technology Fee Plan

Academic Year 2019-2020



BMCC | 199 Chambers Street, New York, NY 10007

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**BMCC Student Technology Fee Committee
2019-2020 Plan Year**

38% (6 of 16) of the Committee members are students

69% (11 of 16) of the Committee members are students and faculty combined

31% (5 of 16) of the committee members are staff or administration

Erwin Wong, *Senior Vice President and Acting Provost*

Joseph Spadaro, *Vice President, Information Resources and Technology (Chair)*

Michael Hutmaker, *Dean, Student Affairs*

Kathleen Dreyer, *Director, Library*

Christopher Medellin, *Director, E-Learning*

Alison Young, *Business Manager*

Carolina Falconi, *Student (elected representative)*

Sauhda Alazab, *Student (elected representative)*

Errol La Fleur-Gordon, *Student*

Zaret Cortorreal, *Student*

Webster Prophete, *Student*

Christopher Hill, *Student*

Everett Flannery, *Chairperson, Respiratory Therapy Program*

Christopher Stein, *Chairperson, Media Arts and Technology*

Joel Hernandez, *Chairperson, Science*

Orlando Justo, *Business Management & Technology Committee Member*

Budget Summary

Staff Costs

HE Associate, HE Assistant and Asst to HEO	\$454,869	
Info Sys Assoc, Info Sys Spec, Info Sys Asst, IT Support Asst	\$402,463	
Fringe Benefits	\$437,239	
Sub-Total		\$1,294,571

Consulting

SIS App Development and SSO Integration	\$100,000	
Sub-Total		\$100,000

Hardware, Networking, Peripherals

PCs	\$150,000	
Laptops & Tablets	\$20,000	
Routers/Hubs/Wiring	\$560,000	
Cameras and Equipment	\$125,000	
Other	\$1,500,109	
Sub-Total		\$2,355,109

Software

Software License Renewals	\$120,000	
VoiceThread Software	\$17,900	
Multimedia Production Software	\$4,000	
Tutor Trac	\$10,000	
Upswing	\$27,825	
Linkedin Learning (formerly Lynda.com)	\$72,000	
Financial Literacy Learning Platform	\$2,589	
AVID Media Services	\$200,000	
Career Coach	\$18,000	
Student Mass Mailing	\$20,000	
Student Health 101	\$8,400	
MentorCore	\$4,500	
CyberSecurity Instructional Desktops	\$80,000	
CyberSecurity Instructional Areas	\$200,000	
LiveTiles	\$30,000	
IT Data Backups Software Licenses	\$20,000	
Titanium Software	\$1,800	
Maxient Judicial Software	\$11,000	
Dynamic Forms Software	\$6,800	
Federal Work Study Software	\$15,000	
Next Gen Scholarship Manager	\$7,000	
Career Fair Mobile App	\$2,000	
Symplicity CSM	\$13,000	
Sidearm BMCC Athletic Website	\$2,650	
Co-Curricular Transcript	\$8,000	

DegreeWorks Maintenance	\$19,556	
Sub-Total		\$922,020
Library Electronic Databases		
Renewal of Databases and Subscriptions	\$220,000	
Sub-Total		\$220,000
Miscellaneous		
Nursing Student Testing Package	\$41,600	
Warranties for the Human Patient Simulator	\$40,000	
E-Learning Course Production Support	\$30,000	
EAB Student Navigator Mobile Platform	\$175,302	
Supporting 21 st Century Media Arts	\$20,000	
Mobile Student ID Cards	\$150,000	
COMEVO online orientation	\$7,500	
Sub-Total		\$464,402
Enterprise Initiatives (Blackboard, Email, etc)		
UWI	\$880,713	
STI	\$454,791	
Sub-Total		\$1,335,504
TOTAL		\$6,691,606

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Borough of Manhattan Community College Student Technology Fee Project Application Program Year 2019-2020

Submit proposals to techfee@bmcc.cuny.edu by Friday, March 29, 2019

Please answer all questions fully. Attach additional pages if necessary. Points are assigned based on information provided with a maximum of 100 points possible.

Project: 1

Project Name: (1 pt) Immersion of Student Computerized Testing Throughout the Nursing Curriculum and Assessment of Psychometrics to Measure Student Success for Accreditation of the Nursing Program

Expected Start Date: (1 pt) 7/1/2019 **Expected End Date:** (1 pt) 6/30/2020

Person Responsible: (1 pt) Judy Eng, Chair Nursing Department

New/Continuing: (1 pt) New project

Proposed Budget: (10 pts)

\$41,600. (ExamSoft software: \$17,600. + \$24,000. one-time equipment)

Project Description: (15 pts)

The Nursing Department is proposing to implement ExamSoft into the nursing curriculum to provide students with real-life NCLEX-RN computerized testing with each exam given in the program. ExamSoft is a client-focused, computer-based testing solutions company, and they are dedicated to providing a solution that is easy, secure, and reliable. ExamSoft's platform is comprised of two main components:

- A browser-based application for question authoring, exam creation, scoring, and reporting for faculty and administrator.
- Exemplify and SofTest are the applications used by exam takers (students) to download, securely take, and submit exams.

The project requires an annual software licensing fee of \$17,600 for the 300+ students who will be using it. Once the pilot is completed and deemed successful, the Nursing Department will secure permanent funding for this part of the project. The one-time cost of \$24,000 will allow the Nursing Department to purchase laptops that will service over 300 students a year. The laptops will require no additional software since ExamSoft is cloud-based. Having laptops assigned to the Nursing Department will allow us to test in our own classrooms, freeing up computer lab space for other departments.

Rationale: (20 pts)

With ExamSoft, the immersion of online testing throughout the program will not only prepare students for success to pass the computerized testing of NCLEX-RN to become a registered nurse, it will also help faculty to effectively assess students knowledge of the nursing content in an objective and measurable methodology. In the recent re-accreditation of the BMCC Nursing Self-Study Report (SSR) sent to Accreditation Commission for Education in Nursing (ACEN), the department self-identified an area of need that did not meet one of the standards. ExamSoft would provide the faculty with a psychometric system that is user friendly to measure students' knowledge of the course contents and readiness to take the NCLEX-RN Examination for their RN Licensure.

How will the Project be assessed: (15 pts)

Number of faculty users will be 23 and number of student users will be 320 each semester. Data provided via the ExamSoft platform will be used to better meet the ACEN requirements.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)

2. Improve the student experience. Outcomes:

- Provide students with practicing computerized testing experience throughout the curriculum to successfully prepare students to pass NCLEX-RN Examination.

3. Facilitate timely degree completion, graduation, and transfer.

Outcomes:

- Provide computerized testing experience to successfully prepare students to pass NCLEX-RN which improves graduation rate and increase graduates continuing to get their BSN.

5. Cultivate institutional transformation, innovation, and sustainability.

Outcomes:

- Equipment necessary for evidence-based and technologically innovative and transformational online learning practices.

- Equipment necessary to Increase instructor preparedness and technological knowledge regarding psychometric assessment and analysis.

- Strengthen the online learning technology program.

- Equipment and software necessary to evolve professional development to include innovative new learning models using technology and test-writing items.

- Equipment and software necessary to innovate around curriculum and content creation using technology.

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

n/a

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

I have consulted with Gus Kanellopoulos and Christopher Medellin regarding implementation and efficacy of product they both agreed it is implementable and helps student learning.



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Please answer all questions fully. Attach additional pages if necessary. Points are assigned based on information provided with a maximum of 100 points possible.

Project: 2

Project Name: (1 pt) Software License Renewals

Expected Start Date: (1 pt) 7/1/2019 **Expected End Date:** (1 pt) 6/30/2020

Person Responsible: (1 pt) Gus Kanellopoulos

New/Continuing: (1 pt) Continuing Project

Proposed Budget: (10 pts)

\$120,000.

Project Description: (15 pts)

Purchases and renewal of academic software licenses including AccuCampus, Solidworks, Labstats, Quickbooks, Northstar, Cinema4D, Vision Software, Sibelius, Deepfreeze etc.

Rationale: (20 pts)

This Project permits the academic programs to upgrade their software to current levels. The backroom programs permits the distribution of software, security of workstation software and powering up/down of equipment during off hours for software updates and to save energy.

How will the Project be assessed: (15 pts)

End of semester student computer facilities surveys.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)

Faculty/students will have access to the latest and newest versions of academic software available for their coursework in computer labs and open access labs. Many academic departments will not be able to teach their course work without some of these software.

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

No

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

Desktop support group will install the applications.



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Please answer all questions fully. Attach additional pages if necessary. Points are assigned based on information provided with a maximum of 100 points possible.

Project: 3

Project Name: (1 pt) Upgrade network cabling in chambers computer labs

Expected Start Date: (1 pt) 7/1/2019 **Expected End Date:** (1 pt) 6/30/2020

Person Responsible: (1 pt) Gus Kanellopoulos

New/Continuing: (1 pt) Continuing Project

Proposed Budget: (10 pts)
\$60,000.

Project Description: (15 pts)
Install new cat 6 network cabling to the workstations in the computer labs at chambers street.

Rationale: (20 pts)
The current network cabling at the chambers street computer labs is over 10 years old and in need of replacement. The new cat 6 cabling will allow for faster network speeds to the workstations and better network reliability. This will improve web browsing and video streaming for classes. The improved network connectivity will allow us to service the workstations quicker as this will speed up imaging and software deployment thus less downtime of the workstations.

How will the Project be assessed: (15 pts)
Overall web browsing, video streaming speeds and quality will be assessed.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)
This will improve student/faculty web experience in computer labs especially for classes using online assessment and blackboard coursework.

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

No

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)
Desktop support group will support



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Please answer all questions fully. Attach additional pages if necessary. Points are assigned based on information provided with a maximum of 100 points possible.

Project: 4

Project Name: (1 pt) Computer Hardware Replacement

Expected Start Date: (1 pt) 7/1/2019 **Expected End Date:** (1 pt) 6/30/2020

Person Responsible: (1 pt) Gus Kanellopoulos

New/Continuing: (1 pt) Continuing Project

Proposed Budget: (10 pts)

\$100,000.

Project Description: (15 pts)

Replace academic workstations throughout the college including computer labs, classrooms and cafe areas.

Rationale: (20 pts)

Replace out of warranty workstations to support latest version of software, Ex. Adobe CC 2018/2019, Autocad, Maple, ArcGis etc.

How will the Project be assessed: (15 pts)

End of semester student computer facilities survey and college wide surveys.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)

New workstations will improve the teaching environment and allow the latest software to run faster and more efficiently.

This will improve the student experience in the classroom.

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

No

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

Desktop support group will perform the upgrades.



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Please answer all questions fully. Attach additional pages if necessary. Points are assigned based on information provided with a maximum of 100 points possible.

Project: 5

Project Name: (1 pt) Warranties for the Human Patient Simulators

Expected Start Date: (1 pt) 7/1/2019 **Expected End Date:** (1 pt) 6/30/2020

Person Responsible: (1 pt) Everett Flannery

New/Continuing: (1 pt) Continuing Project

Proposed Budget: (10 pts)

Once again, we are requesting BMCC purchase warranties on all of the CAE Nursing and Allied Health Human Patient Simulators.

The total cost for the warranties is \$40,000.

Project Description: (15 pts)

The simulators were very expensive items to purchase more than 25 years ago and require ongoing upgrades and annual preventive maintenance to function optimally.

Rationale: (20 pts)

All medical educators believe that training students with high fidelity simulators is the "gold standard". Unfortunately, the equipment that is utilized is highly technical, very expensive and requires periodic upgrades and preventive maintenance. As such, almost all institutions that have purchased CAE Simulators have also purchased equipment warranties as well because the company is located in Florida and the cost to repair the equipment involves travelling technicians from Florida to New York plus housing, time and labor. Purchasing equipment warranties is the prudent way to insure optimal functionality.

How will the Project be assessed: (15 pts)

CoARC, the national accrediting body of respiratory therapy programs requires us to submit an Annual Report of Current Status that includes student surveys, faculty surveys, graduate surveys, and employer surveys. Each of these surveys has a section that includes multiple questions dealing with the equipment used to train students. The results will be analyzed to determine functionality and satisfaction with the HPS simulators.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)

The project will further both Institutional Goal Number 4 to Prepare students for 21st-century careers and Institutional Goal Number 5 to Cultivate institutional transformation, innovation and sustainability.

As the BMCC Strategic Plan states, the college needs to "Maintain a high-quality curriculum that responds to immediate employer interests and needs and also trains students for the future. Purchasing the warranties will definitely further these goals.

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

No physical space or space modifications are required.

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

The warranties requires no technical implementation or support.



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Please answer all questions fully. Attach additional pages if necessary. Points are assigned based on information provided with a maximum of 100 points possible.

Project: 6

Project Name: (1 pt) Equipment completion of pulmonary function lab

Expected Start Date: (1 pt) 7/1/2019 **Expected End Date:** (1 pt) 6/30/2020

Person Responsible: (1 pt) Everett Flannery

New/Continuing: (1 pt) New project

Proposed Budget: (10 pts)

We are requesting the purchase of a CareFusion VMAX Encore Pulmonary Function and Cardiopulmonary Exercise Measurement Module. The total cost for this equipment is \$60,108.38.

The manufacturer's list price is actually \$76,907.40 but the company is extending a 21.84% discount of \$16,799.02.

The requested equipment will attach to our already operating Pulmonary Function Testing Equipment some of which was purchased in previous years with tech fee monies. The additional equipment will complete our BMCC laboratory and be equivalent to any New York City Hospital Pulmonary Function Testing Laboratory.

Project Description: (15 pts)

The BMCC Respiratory Therapy Program prepares safe and competent respiratory care practitioners. The Committee on Accreditation for Respiratory Care (CoARC), the program's accrediting body, requires us to teach a pulmonary function testing module which we teach in a separate required course, RTT 310 Introduction to Pulmonary Function Testing. In the course, students receive both didactic and laboratory skills training on performing pulmonary function tests in our lab. However, our already established functioning lab is not complete. To complete it, we need to purchase a CareFusion VMAX Encore Pulmonary Function and Cardiopulmonary Exercise Measurement Module which will attach to the current equipment and provide students with the ability to perform typical exercise tests performed in almost all metropolitan NYC hospitals once they have graduated.

Rationale: (20 pts)

All patients having symptoms of cardiopulmonary diseases are routinely sent for pulmonary function testing which are performed by respiratory therapists. The BMCC Respiratory Therapy Program is required by CoARC, the accrediting body, to train students on how to perform and analyze the results of these tests. To accomplish this goal, the program previously purchased pulmonary function testing equipment with tech fee monies. However, our current lab is incomplete in that it does not have an exercise module that all New York City Hospital Pulmonary Function Testing Laboratories possess. We are therefore requesting funds to purchase the equipment necessary to complete the BMCC laboratory.

How will the Project be assessed: (15 pts)

The project will be assessed in two ways:

1. All students will be given laboratory skills examinations on the exercise tests that the students will perform and the results will be analyzed.
2. The accrediting body, CoARC requires us to submit an Annual Report of Current Status that includes student surveys, faculty surveys, graduate surveys, and employer surveys. Each of these surveys has a section that includes multiple questions dealing with the equipment used to train students. The results will be tabulated and analyzed to determine satisfaction with the equipment.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)

The project will further both Institutional Goal Number 4 to Prepare students for 21st-century careers and Institutional Goal Number 5 to Cultivate institutional transformation, innovation and sustainability.

As the BMCC Strategic Plan states, the college needs to "Maintain a high-quality curriculum that responds to immediate employer interests and needs and also trains students for the future. Purchasing the exercise module will definitely further these goals.

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

The requested equipment will be attached to the pulmonary function equipment currently in our laboratory.

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

The equipment requires no technical implementation or support.



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Please answer all questions fully. Attach additional pages if necessary. Points are assigned based on information provided with a maximum of 100 points possible.

Project: 7

Project Name: (1 pt) Social Engagement and Interactive Collaboration Tool in Support of High Impact Curriculum Development and Student Digital Literacy

Expected Start Date: (1 pt) 7/1/2019 **Expected End Date:** (1 pt) 12/30/2020

Person Responsible: (1 pt) Thomas Harbison

New/Continuing: (1 pt) New project

Proposed Budget: (10 pts) \$17,900 for all BMCC faculty and students plus Tier 1 support

Project Description: (15 pts)

VoiceThread is a companion software product for Blackboard that facilitates interactive, media-rich collaboration. The tool enables any user to add images, documents, and videos, and to which other course users can add voice, text, audio file, or video comments. Innovative technological tools like VoiceThread promote student engagement, motivation, and ultimately enhance the quality of the learning experience for all students.

Rationale: (20 pts)

We are proposing the fourth year of VoiceThread. The program has rapidly expanded in popularity, particularly but not only for online and hybrid courses, as it provides a user-friendly means to incorporate voice and video instruction, feedback, and conversation. The Modern Languages department has incorporated it for a large number of its courses as the vehicle for students to submit oral assignments. The Speech, Communications, and Theatre Arts Department uses VoiceThread heavily in public speaking courses where students are practicing and getting constant feedback on presentation skills. The tool enables high levels of interaction and deep discussion in online courses in compliance with federal guidelines that require substantive faculty to student interactions in online courses. We will mount a campaign during the Fall and Spring of AY 2019-20 to onboard in-person classroom to VoiceThread.

How will the Project be assessed: (15 pts)

We have had more than 5000 active users this past year and over 7,000 VoiceThread projects have been created. Faculty and the E-learning Center will monitor student engagement and sustained attention, as well as active participation in online and hybrid courses. The E-learning Center will promote usage in-person courses. We will also measure levels of motivation, and completed assigned tasks. Faculty and student surveys will be used to assess the efficacy of the product, usage, and student outcomes.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)

1. Strengthen college readiness and improve the effectiveness of developmental offerings.

Outcomes:

- Create model courses using technology that provide a best-in-class approach to online learning that serves as pilot/model for creating e-learning 3.0 courses across the campus.

2. Improve the student experience.

Outcomes:

- Provide tools necessary to improve courses with efficient use of technology, ADA/508 accessibility, high impact pedagogy, UDL, media, interactivity, authentic assessment, and experiential learning through new course creation and revision.

3. Facilitate timely degree completion, graduation, and transfer.

Outcomes: ● Provide software necessary for creating courses that conform to the highest standards of online

methodology and are evidence-based, technologically advanced, and supported by engagement and retention software further supports the successful completion of this goal.

4. Prepare students for 21st-century careers and contribute to workforce development.

Outcomes:

- Provide software necessary for offering technologically advanced courses and programs closely aligned with 21st-century technology skills needed to succeed in the workplace.
- Provide the necessary software to students and faculty to support the acquisition of technical, media, and information literacy.

5. Cultivate institutional transformation, innovation, and sustainability.

Outcomes:

- Provide software necessary for evidence-based and technologically innovative and transformational online learning practices.
- Provide software necessary to increase instructor preparedness and technological knowledge.
- Strengthen the online learning technology program.

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

No need for additional physical space or equipment.

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

No need for additional technical support.



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Project: 8

Project Name: (1 pt) Multimedia Production and Hosting SaaS in Support of High Impact Curriculum Development and Student Digital Literacy

Expected Start Date: (1 pt) 7/1/2019 **Expected End Date:** (1 pt) 12/1/2020

Person Responsible: (1 pt) Thomas Harbison

New/Continuing: (1 pt) Continuing Project

Proposed Budget: (10 pts) \$4,000. for 400 user licenses for one year

Project Description: (15 pts)

WeVideo is a powerful, easy-to-use, cloud-based collaborative video creation platform used by students at BMCC to create and publish digital stories, and to complete video assignments. BMCC has 27 faculty who have been trained and are incorporating digital storytelling and video-based projects in their classes. Their students use the program to combine audio, video, and graphics to create their digital story and produce it as one multimedia file.

Rationale: (20 pts)

WeVideo is a cloud-based video creation platform that encourages student creativity through digital storytelling, engagement, and multimodal learning. Video projects construct deep knowledge about a topic by forming skills like collaboration, communication, and critical thinking. The benefits of using WeVideo (the recommended student platform by the Center for Digital Storytelling) are that it requires little student training and support and is relatively inexpensive. It avoids the need to purchase, maintain, and support expensive local software on campus, and ensures that students have access to the tool across campus as well as remote locations. The tool enables high levels of student mastery and engagement with media as recommended by 21st-Century Learning Guidelines (Information, Media and Technology Skills). The project will be expanded through additional storytelling and video production workshops. WeVideo facilitates student engagement and digital literacy and is aligned with Designing for Success strategies and outcomes.

How will the Project be assessed: (15 pts)

All of the current WeVideo licenses are in use by faculty and students in select courses in the Speech, Communications, and Theatre Arts Department. There is demand from other courses in the department, as well as from other departments, including Academic Literacy and Linguistics, Business Management, Mathematics, Media Arts and Technology, and Modern Languages.

As we expand the service to provide students and faculty in these other departments, we will measure participation rates in student and faculty workshops, the number of video-based projects added to curricula, and the number of students who complete video assignments. Faculty and student surveys will be used to assess the efficacy of the product, usage rates, motivation levels, and achievement of student outcomes.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)

1. Strengthen college readiness and improve the effectiveness of developmental offerings.

Outcomes:

- Create model courses using technology that provide a best-in-class approach to online learning that serves as pilot/model for creating e-learning 3.0 courses across the campus.

2. Improve the student experience.

Outcomes:

- Provide tools necessary to improve courses with efficient use of technology, ADA/508 accessibility, high impact pedagogy, UDL, media, interactivity, authentic assessment, and experiential learning through new course creation and revision.

4. Prepare students for 21st-century careers and contribute to workforce development.

Outcomes:

- Provide software necessary for offering technologically advanced courses and programs closely aligned with 21st-century technology skills needed to succeed in the workplace.
- Provide the necessary software to students and faculty to support the acquisition of technical, media, and information literacy.

5. Cultivate institutional transformation, innovation, and sustainability.

Outcomes:

- Provide software necessary for evidence-based and technologically innovative and transformational online learning practices.
- Provide software necessary to increase instructor preparedness and technological knowledge.

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

No need for additional physical space or equipment.

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

No need for additional technical support.



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Please answer all questions fully. Attach additional pages if necessary. Points are assigned based on information provided with a maximum of 100 points possible.

Project: 9

Project Name: (1 pt) Production Support to Improve Online Courses Based on Quality Matters Standards to Support Student Engagement and Success

Expected Start Date: (1 pt) 7/1/2019 **Expected End Date:** (1 pt) 6/30/2020

Person Responsible: (1 pt) Christopher Medellin

New/Continuing: (1 pt) Continuing project

Proposed Budget: (10 pts)
\$30,000. (\$1,000. x 30 courses)

Project Description: (15 pts)

The E-Learning staff will work with faculty and a vendor to revise and improve online and hybrid courses using the Quality Matters rubric. Last year's Phase I pilot membership in Quality Matters (supported by the Technology Fee, see Attachment A) trained staff and faculty how to apply the rubric on selected online courses and provide feedback on how to revise and improve to meet higher quality standards.

Phase III of this effort is to execute on the recommendations made by staff and faculty peer reviewers on 30 high-enrollment Pathway courses (general education courses transferable across CUNY campuses) by making the necessary improvements. E-learning will work with faculty on a pedagogical revision, making courses more engaging for students, add more media, active learning, project-based assignments, and increase faculty presence and student-to-student collaboration. A vendor will then support E-learning with the following testing and production components of the courses:

- Build Blackboard source courses
- 508/ADA accessibility support (video, text, audio, HTML)
- HTML page creation (Page layout, UI/UX streamlining)
- Multimedia content (video, animations, interactivity, infographics, icons, banners, photos/images)
- Interactive OER Exams (test banks, quizzes, authentic assessment scenarios)
- Scenario-based learning activities (simulations, interactive-based learning)
- Enhanced video lectures (interactive video lectures with built-in quizzes)
- Settings (grade center configuration, course settings, nomenclature, taxonomies)

Rationale: (20 pts)

BMCC students deserve to know that online classes are following best practices for distance education. In addition, online and distance education is under heightened scrutiny by the US Department of Education and the Middle States Commission. The Federal Government is increasingly scrutinizing online courses for engagement levels, faculty presence, and accessibility (ADA/508/504) compliance. The E-learning Center cannot provide this kind of technical support at the course and activity level. Six BMCC staff and faculty

members have completed the Quality Matters training and are now ready to apply the review process to our high-enrollment courses in our efforts to ensure students receive a high-quality learning experience from online courses that is aligned with Designing for Success.

How will the Project be assessed: (15 pts)

Phase II will be continuously evaluated and iteratively improved upon. After completion and assessment of this phase, A/B testing will be conducted between courses produced with and without the support of production vendors. Significant improvement will determine how we move forward with Phase IV of the program (a larger and more permanent program staffed by student workers and funded through means outside of tech fee).

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)

1. Strengthen college readiness and improve the effectiveness of developmental offerings.

Outcomes:

- Create model courses using technology that provide a best-in-class approach to online learning that serves as pilot/model for creating e-learning 3.0 courses across the campus.
- Use online learning staff, student retention software, and data analysis to assist students in their course completion.

2. Improve the student experience. Outcomes:

- The Phase II Program will improve courses with efficient use of technology, ADA/508 accessibility, high impact pedagogy, UDL, media, interactivity, authentic assessment, and experiential learning through new course creation and revision.
- UI/UX will make understanding, navigating, and completing an online course much more streamlined with fewer barriers to entry.
- Makes courses ready for student retention software that provides 'success coach' services.

3. Facilitate timely degree completion, graduation, and transfer.

Outcomes:

- Creating courses that conform to the highest standards of online methodology and are evidence-based, technologically advanced, and supported by engagement and retention software further supports the successful completion of this goal.

4. Prepare students for 21st-century careers and contribute to workforce development. Outcomes:

- Offer technologically advanced courses and programs closely aligned with 21st-century technology skills needed to succeed in the workplace.
- Provide students with proactive technical, media, and information literacy supported by data.

5. Cultivate institutional transformation, innovation, and sustainability. Outcomes:

- Evidence-based and technologically innovative and transformational online learning practices.
- A data plan that demonstrates success or informs improvements.
- Increase instructor preparedness and technological knowledge.
- Strengthen the online learning technology program.
- Evolve professional development to include innovative new learning models using technology.
- Innovate around curriculum and content creation using technology.
- Innovate around online learning pedagogy that is scalable and meets the highest standards.

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

n/a

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

n/a



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Please answer all questions fully. Attach additional pages if necessary. Points are assigned based on information provided with a maximum of 100 points possible.

Project: 10

Project Name: (1 pt) Database subscriptions managed by the Library

Expected Start Date: (1 pt) 7/1/2019 **Expected End Date:** (1 pt) 6/30/2020

Person Responsible: (1 pt) Kanu Nagra

New/Continuing: (1 pt) Continuing Project

Proposed Budget: (10 pts)

\$220,000. This is an increase of \$10,000 from last year. It will help cover cost increases and new subscriptions. (We also plan to examine closely usage of all databases and cancel those that are low use.)

Project Description: (15 pts)

This project will fund the purchase of electronic resources to be used by students and faculty.

Rationale: (20 pts)

Students and faculty rely on access to ejournals, ebooks, streaming media, and databases for their research and assignments. For example:

- over 12,600 films were watched in the streaming media database, Kanopy from July 1, 2019 to March 29, 2019.
- The total number of searches and articles viewed on the EBSCO platform were over 718,000 for the period March 2018 to February 2019.

How will the Project be assessed: (15 pts)

Professor Kanu Nagra, the library's Eresources Librarian, regularly reviews usage data and gathers input from faculty across the College.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)

This project will further the goals:

- #2 Improve the student experience
- #3 Facilitate timely degree completion, graduation, and transfer
- #Prepare students for 21st century careers and contribute to workforce development in NYC.

These databases are needed by students and faculty for research in a wide variety of disciplines. By providing these resources students can complete their assignments and ensure timely degree completion and graduation. Access to resources such as the New York Times and Wall Street Journal give students the opportunity to be better informed citizens and employees.

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

n/a

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

n/a



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Please answer all questions fully. Attach additional pages if necessary. Points are assigned based on information provided with a maximum of 100 points possible.

Project: 11

Project Name: (1 pt) Dell Laptops and tablets for library lending program

Expected Start Date: (1 pt) 7/1/2019 **Expected End Date:** (1 pt) 6/30/2020

Person Responsible: (1 pt) Kathleen M. Dreyer

New/Continuing: (1 pt) Continuing Project

Proposed Budget: (10 pts)
\$50,000. (based on quote from FY19)

Project Description: (15 pts)
Purchase 25 Dell laptops, 15 Dell tablets and 25 laptop bags. We currently have 1 one laptop per 387 students and 1 tablet per 365 students.

The library circulates tablets for three day loan; laptops can be checked out for three hours. This new request would grow our very popular lending program. The laptops and tablets are checked out on average about 2,000 times each month. We often run out of laptops and tablets to check out and students have to wait until they are returned.

Rationale: (20 pts)
The program is very popular and we often do not have any laptops or tablets to loan out. Labs are very full across campus and having the laptops and tablets available gives students great access to the resources they need to write and research papers, conduct job searches, and learn new skills. In addition, since they can take the tablets home for three days the program increases their access their technology. The laptops can be taken anywhere on campus as long as there are returned within three hours.

We loan out the tablets and laptops in the laptop bags to protect them from damage.

How will the Project be assessed: (15 pts)
We will use circulation data.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)

This project will further the goals:
#2 Improve the student experience
#3 Facilitate timely degree completion, graduation, and transfer.

Many students do not own computers and rely on what is available on campus. The Dell tablets we have been purchasing are really small laptops which come with a keyboard. Students often use them for writing their papers and creating resumes. By making technology like this available to students they will have a better academic experience and improve their likelihood of completing their work on time.

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

n/a

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

See attached e-mail.



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Please answer all questions fully. Attach additional pages if necessary. Points are assigned based on information provided with a maximum of 100 points possible.

Project: 12

Project Name: (1 pt) Extend warranty for circulating laptops and tablets

Expected Start Date: (1 pt) 7/1/2019 **Expected End Date:** (1 pt) 6/30/2020

Person Responsible: (1 pt) Kathleen M. Dreyer

New/Continuing: (1 pt) New Project

Proposed Budget: (10 pts)
\$5,000. (see price quote from last fiscal year attached)

Project Description: (15 pts)
Extend the warranties on the laptops and tablets that are circulated in the library. We have 1 one laptop per 387 students and 1 tablet per 365 students. Laptops and tablets circulate about 2000 times per month. With such heavy usage for a small number of laptops and tablets it is important that we keep the warranties current. This allows us to send anything in need of repair to Dell to be fixed. Because of the high number of students needing technology and our limited supply is important that we get the laptops and tablets back in circulation as soon as possible. We cannot rely on or expect students to pay the repair fee and, in any case, that money does not go back to the library and we are not able to use it for repairs.

Rationale: (20 pts)
Because we have so few laptops and tablets for so many students resulting in heavy circulation of the inventory there is a greater likelihood that they will need to be repaired. Keeping the warranty current ensures that we can keep our inventory in circulation.

How will the Project be assessed: (15 pts)
We will use circulation data for the laptops and tablets and keep track of repair requests.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)

This project will further the goals:
#2 Improve the student experience
#3 Facilitate timely degree completion, graduation, and transfer.

Many students do not own computers and rely on what is available on campus. Students often use them for writing their papers and creating resumes. It is imperative that we can get the technology repaired quickly and back in circulation. By making technology like this available to students in the library our students will have a better academic experience and are more likely to complete their work on time.

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

n/a

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

n/a



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Project: 13

Project Name: (1 pt) EAB Student Navigator Mobile Platform

Expected Start Date: (1 pt) 7/1/19 **Expected End Date:** (1 pt) 6/20/2020

Person Responsible: (1 pt) Diane Walleser

New/Continuing: (1 pt) New Project

Proposed Budget: (10 pts)

One-time membership and implementation fee - \$50,000.

Annual Membership Fee - \$125,302.

Total Cost: \$175,302.

Project Description: (15 pts)

Implement guided onboarding platform to provide personalized support for students to ensure their college experience gets off to the right start. This user-friendly mobile tool will provide all of the students' to do's in one place, help students determine best program options and guide them to the appropriate college resources. This tool will help support, retain and graduate more students.

Rationale: (20 pts)

Our new student surveys have revealed that BMCC students are struggling with the college's intake processes. They don't always understand what they need to do and why it is important. This tool will help streamline and personalize the intake process for students so they don't miss critical deadlines that might impact their college success.

How will the Project be assessed: (15 pts)

The onboarding tool has built in analytics. We will be able to monitor our progress and determined how we might improve our services to students.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)

One of the Designing for Success key initiatives is to streamline the college's intake processes to help improve the student experience. This project has been approved by the college cabinet and there is a designated committee working on action items. Implementing Navigate is a key component of their plan.

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

Since this is a technology solution there are not special space requirements.

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

The Vice President for Technology has been consulted and has been part of the decision making process to purchase this technology tool.



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Please answer all questions fully. Attach additional pages if necessary. Points are assigned based on information provided with a maximum of 100 points possible.

Project: 14

Project Name: (1 pt) Supporting Student 21st-Century Information, Media, and Technology Skills Through ePortfolios on OpenLab

Expected Start Date: (1 pt) 7/1/2019 **Expected End Date:** (1 pt) 6/30/2020

Person Responsible: (1 pt) Christopher Stein

New/Continuing: (1 pt) New Project

Proposed Budget: (10 pts)

The budget for this project is \$20,000.

This money would be spent on front-end and back-end developers.

Project Description: (15 pts)

For the past three years, BMCC has been funding the purchase of Digication licenses for students for the education department, BLA, and others who make eportfolio part of their course requirements. Eportfolios are archives of student work and achievements that can be used for a variety of purposes, from assessment of learning, to highlighting particular projects or milestones, to employment searches. The diversity of majors brings a diversity of portfolio requirements that Digication can't accommodate.

This project would allow creating our own e-portfolio tool using the OpenLab platform. The savings in the long-run would be significant; currently BMCC is currently funding 1,200 users at \$7.50 per student for a total of \$9000. More faculty and students need access to eportfolios for the 2019-20 school year. The funds would be used for front-end/back-end development support to get the tool ready for the 2019-2020 AY. Developing our own tool within the OpenLab platform would allow us to make e-portfolios available to all BMCC students, facilitate substantial savings to BMCC, and provide faculty and students more flexibility and customization possibilities.

Rationale: (20 pts)

ePortfolios allow faculty and other educational professionals to help students organize their learning; preserve the variety of forms in which their learning occurs; and reflect upon their learning. They also enable the assessment of level of mastery for a broad set of extended learning opportunities. The Association of American Colleges and Universities (AAC&U) has long advocated ePortfolio adoption throughout higher education and has added them to its list of High Impact Practices (HIPs).

Currently the Teacher Education Department is using Digication most widely; however, there are other faculty and departments wanting to use it as a teaching tool throughout the college. In addition, several academic student units such as ASAP, AATC and BLA are also using the tool. The use of e-portfolio will continue to expand as it is a high-impact practice that more faculty and staff are being trained in. We also expect the tool will benefit online courses both directly and through strengthening the OpenLab which is

generally beneficial for online courses. OER courses will also be supported on the OpenLab and a portfolio tool will pair nicely with the reflective, open and interactive nature of many OER courses.

How will the Project be assessed: (15 pts)

Currently, we have 1,200 users of eportfolios at BMCC. This project creates a platform that will eventually allow us to offer this service to all BMCC faculty and students. We will monitor adoption by existing and new users, usage, and quality of e-portfolios produced by students in support of various BMCC goals and Designing for Success strategies and outcomes. If the project is successful faculty who require student to use Digication will be able to move to requiring the OpenLab with the same or greater functionality and results, and faculty who want their student to make eportfolios but find Digication inadequate will be able to have their students use the OpenLab tool.

Fully implementing eportfolios for all BMCC students requires additional training, collaboration, curriculum design and support that is beyond the scope of this project. This project aims to set the technological foundation to make college-wide adoption possible and affordable.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)

2. Improve the student experience. Outcomes:

Provide equipment necessary to improve courses with efficient use of technology.

4. Prepare students for 21st-century careers and contribute to workforce development. Outcomes:

¥ Provide equipment and software necessary for offering courses and programs closely aligned with 21st-century technology skills needed to succeed in the workplace. ¥ Provide the necessary equipment to provide students and faculty with support to acquire technical, media, and information literacy supported by data.

5. Cultivate institutional transformation, innovation, and sustainability. Outcomes:

¥ Evidence-based and technologically innovative and transformational online learning practices. ¥ A data plan that demonstrates success or informs improvements. ¥ Increase instructor preparedness and technological knowledge.

¥ Strengthen the online learning technology program.

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

Not applicable.

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

This project requires use of and modification to the OpenLab. The OpenLab is already supported by the Office of the Vice President for Technology. Because this project pays for outside consultants to do the development it is not anticipated that the Technology staff will not be required to do more support or implementation than they are currently doing.



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Please answer all questions fully. Attach additional pages if necessary. Points are assigned based on information provided with a maximum of 100 points possible.

Project: 15

Project Name: (1 pt) TutorTrac (TracCloud)

Expected Start Date: (1 pt) 7/1/2019 **Expected End Date:** (1 pt) 6/30/2020

Person Responsible: (1 pt) Leticia Dinkins

New/Continuing: (1 pt) New Project

Proposed Budget: (10 pts)

A proposed budget of \$10,000. is being requested to cover the project cost.

Project Description: (15 pts)

TutorTrac allows the Learning Resource Center to track student attendance, schedule tutoring visits, receive appointment alerts and generate reports for data collection and analysis. Students currently have the ability to schedule visits online using any device with internet access and view their visits from a tutoring session to receive extra credit at the request of their professor.

Rationale: (20 pts)

The Learning Resource Center is requesting a hosted server to house a newer version of TutorTrac called TracCloud. The goal is to have the requested server segment the LRC from other areas of the college utilizing TutorTrac and other Redrock modules (AdvisorTrac and LabTrac) to avoid interruptions or hiccups in service due to it being a new product.

How will the Project be assessed: (15 pts)

The data collected will be used to determine which courses receive the highest traffic, thus requiring more tutors and it will also assist in targeted outreach efforts for the students that are performing poorly academically. This product will also allow tutors to collaborate with faculty, giving them the ability to document session notes (*Deliverable for Design for Success). Currently, the software is providing information to show tutoring is beneficial for students that take advantage of the services in the LRC.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)

This project will further the institutions goal by staying in line with Strategic Plan Goal: 2. Improve the student experience. The LRC is focused on ensuring the department is assisting the college in reducing DFW rates in targeted gateway courses and increasing student satisfaction with support services by tracking tutoring services used by students (Strategic Plan Outcomes 4 and 12).

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

No technical implementation is required. The server currently being used to host TutorTrac and other Redrock modules has been vetted by the VP of Technology and his office. All requirements, in terms of SSO and accessing the SIS will be the same.

How will the Project be assessed: (15 pts)

We will assess the number of unique students users, number of tutorial session and real-time student on tutor feedback.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)

In an effort to stay in line with the College's institutional goals: Reaching Greater Levels, one focus the Learning Resource Center has is to meet Strategic Plan Goal 2. Improve the student experience. By doing so, we are strategically targeting students that are unable to participate in a face-to-face tutoring sessions, thus creating an online tutoring environment. This way of receiving tutoring, will afford us the opportunity to continue to assist students in targeted gateway courses as well as, increase academic support for students (Strategic Plan Outcomes 4 and 12).

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

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Project: 17

Project Name: (1 pt) LinkedIn Learning (formerly Lynda.com)

Expected Start Date: (1 pt) 7/1/2019 **Expected End Date:** (1 pt) 6/30/2020

Person Responsible: (1 pt) Leticia Dinkins

New/Continuing: (1 pt) Continuing Project



Proposed Budget: (10 pts)

A proposed budget of \$72,000. is being requested to cover the project cost.

Project Description: (15 pts)

LinkedIn Learning (formerly Lynda.com)

Provides students with 24/7 access to instructional online training tutorials designed to supplement classroom instruction and strengthen course-related technical skills. The goal is to equip students with tools for success as they embark on becoming professionals in their field of choice.

Features of this package include:

- Online Learning Tutorials
- Exportable Usage Reports
- Custom Course Creation
- Self_paced Worksheets
- Printable Certificates of Completion

Rationale: (20 pts)

This software is used as a supplement to scheduled MS Office 2016, Adobe Photoshop and other training workshops conducted by the Learning Resource Center. Utilizing LinkedIn Learning will afford the students the opportunity to include all completed courses on their co-curricular transcript. Students will have unlimited access to software training courses and tutorials. New courses are expected to be added weekly to keep skills current in a technology driven society. There's a mobile app for students on the go that's accessible from an android or apple device. Students have the ability to create a video playlist and view videos when time permits. Also, they will have the capability to earn a certificate of completion for

courses viewed and link their certificates to their LinkedIn profile for professional recognition by current or prospective employers.

How will the Project be assessed: (15 pts)

The Learning Resource Center has the ability to generate usage reports to determine how often course tutorials are being accessed online, which tutorials are more popular than others, average time spent viewing a video, number of new accounts created monthly (the list goes on). Currently, there are over 3,000 active users and over 133,000 videos viewed. ***Please see attached data chart reflecting the number of new accounts created and videos viewed monthly.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)

This project is definitely along the lines of BMCC's institutional goals: Reaching Greater Levels. As a department, the LRC is heavily vested in ensuring the success of student's at BMCC. Strategic Goal: 2. Improve the student experience and 4. Prepare students for 21st-century careers and contribute to workforce development in NYC is being put into action with the utilization of LinkedIn Learning (formerly Lynda.com). Students have the ability to research, perfect and put into practice skills or new skills obtained from face-to-face student support and online tutorial training with a goal in mind to increase workforce development (Strategic Plan Outcomes 12 and 14).

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)



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Please answer all questions fully. Attach additional pages if necessary. Points are assigned based on information provided with a maximum of 100 points possible.

Project: 18

Project Name: (1 pt) Financial Literacy Learning Platform

Expected Start Date: (1 pt) 9/16/2019 **Expected End Date:** (1 pt) 5/29/2020

Person Responsible: (1 pt) Tiffany James

New/Continuing: (1 pt) New Project

Proposed Budget: (10 pts)

evolve Financial Literacy Platform: Project Budget

Item	Count	Unit Cost	Total
eVolve Financial Literacy Platform: Licenses for student access	200	\$ 7.95	\$ 1,590.00
eVolve Financial Literacy Platform: Learning Management System	1	\$ 999.00	\$ 999.00
Total			\$ 2,589.00

Project Description: (15 pts)

We aim to pair online financial literacy education with our existing financial counseling offered through Single Stop and the Save for Success program. Purchase of licenses (200 @ 7.95) per student and staff dashboard functionality (\$999.00) for financial literacy education from National Financial Educators Council. Licenses will be used to provide cohorts of 1st year students and Petrie/Lang grantees with assignments to develop financial literacy skills. These students will have continued access to the system to expand their learning according to their individual needs. The platform is mobile-friendly, facilitating convenient access to the modules. More information about the platform can be found here: <https://www.financialeducatorsCouncil.org/online-personal-finance/>

This year, we faced some difficulty in completing the technical questionnaire in time to use the tech fee funds we were awarded. The questionnaire responses are now finalized and we are resubmitting at this time. If approved, we are ready to implement the platform for 2019-2020.

Rationale: (20 pts)

The most significant aspect of the product is that it offers gamification, which has been shown to be one of the most effective pathways for student learning. The platform's Learning Management System (LMS) will provide dashboards with information about students progress so that we may effectively assess financial literacy learning in co-curricular contexts. Students also have the option to browse through topics of interest. In addition, the financial counselor will assign appropriate topics based students needs as elicited through one-on-one meetings.

The system also offers badging certified by Credly, which is affiliated with LinkedIn. The badging function will allow students to showcase their financial literacy competencies on professional networking platforms. This creates opportunities to positively impact student career development outcomes. In addition, there is the possibility of integrating this badging into our new CCT platform.

How will the Project be assessed: (15 pts)

We will track platform usage through the dashboard, including badges earned. We will also look at rates of bursar's holds among students in our program. Finally, we will track the academic progress for students using the platform. We hope to work with IEA to identify similar groups of students who are not using the platform to provide comparative outcomes. In our cohort program, we will build in a student reflection component for students to articulate their financial literacy learning. Where appropriate, we will include a savings challenge. The badging, academic progress, rates of saving and student reflections will provide us with robust assessment data about the effectiveness of our financial literacy curriculum and the efficacy of the platform.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)

This project is aligned with the following strategic priorities:

SPO 8: Increased degree completions

SPO 15: Increased participation in targeted co-curricular and extra-curricular activities

According to Achieving The Dream College Completion initiative, "[t]he most frequently reported reason for students dropping out of college is the lack of adequate financial support. At BMCC, many stop out students have Bursar's holds on their accounts. This is an indicator that financial issues can present a serious barrier to retaining students at BMCC. Strong retention outcomes for Petrie grantees also indicate that when students receive assistance when facing a short term financial emergency, they are more likely to graduate. Effective financial literacy education can help students develop a cushion so that financial emergencies are less likely to derail their academic progress. It enables students to make smart choices with the money they earn once they attain their degrees and begin their careers. Just as important, it empowers students to make better short-term choices, which will make them less likely to stop out because of financial issues.

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

N/A

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

According to our conversation with the vendor, student licenses are standalone and the learning management system is cloud based. Students will create their own accounts which will subsequently be linked to the LMS. For this reason, we do not need to import student information system data into the LMS in order to track student usage of the platform.



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Please answer all questions fully. Attach additional pages if necessary. Points are assigned based on information provided with a maximum of 100 points possible.

Project: 19

Project Name: (1 pt) Studio 2 master control room upgrade

Expected Start Date: (1 pt) 7/1/2019 **Expected End Date:** (1 pt) 6/30/2020

Person Responsible: (1 pt) Vinton Melbourne

New/Continuing: (1 pt) New Project

Proposed Budget: (10 pts)

\$100,000.

Project Description: (15 pts)

This project is to replace the existing original console in the Media Center Studio 2 Master Control room (which has cutouts for since-replaced equipment and no longer meets the needs of the technology). Along with replacing the console, we will be moving equipment used for productions around to better facilitate the classroom experience and workflow. [This space is used for student productions.] The goal is to create a better teaching space and production space so that all of the student roles can work well in the space given.

Rationale: (20 pts)

The current space is old and has not kept up with the technology we have installed. We have also had multiple conversations with the faculty who teach in the space about the problems they have had with the limited space for the assigned roles during a production and the fact that half of the current space faces backwards (at the time it was installed, the back row did not need to be forward facing; with the newer technology, it does.)

How will the Project be assessed: (15 pts)

Assessment will occur for students in the video production classes so that they can be taught in an industry standard studio production facility and understand what equipment they are using in this environment.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)

The Project will prepare students for the 21st century careers, contribute to workforce development and improve student experience with state of the art technology.

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

We have spoken with the Chief Superintendent and he is aware of this project and has agreed to help facilitate what we need.

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

The Project doesn't require any technical implementation or support.



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Submitted number: 20

Project Name: (1 pt) Loaner Program

Expected Start Date: (1 pt) 8/5/2019 **Expected End Date:** (1 pt) 6/30/2020

Person Responsible: (1 pt) Vinton Melbourne

New/Continuing: (1 pt) Continuing Project

Proposed Budget: (10 pts)

\$125,000.

Project Description: (15 pts)

This supports the Student Loaner Program with upgraded and/or increased numbers of field production equipment, accessories as well as a badly needed upgraded check out system. This program provides students with media equipment that can be used for the fulfillment of academic projects.

Rationale: (20 pts)

There have been increased class enrollment and requests from classes as well as added classes and changes in equipment and industry standards.

How will the Project be assessed: (15 pts)

Assessment will occur with increased request of loaner equipment for student productions and the need to keep up with industry standards as students are being taught with the intention that they should be able to walk into any production/post production facility and understand what equipment they are using.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)

The Project will prepare students for the 21st century careers, contribute to workforce development and improve student experience with state of the art technology.

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

The Project doesn't require any physical space or space modifications.

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

The Project doesn't require any technical implementation or support.



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Please answer all questions fully. Attach additional pages if necessary. Points are assigned based on information provided with a maximum of 100 points possible.

Project: 21

Project Name: (1 pt) AVID Media services/networking

Expected Start Date: (1 pt) 8/5/2019 **Expected End Date:** (1 pt) 6/30/2020

Person Responsible: (1 pt) Vinton Melbourne

New/Continuing: (1 pt) Continuing Project

Proposed Budget: (10 pts)
\$350,000.

Project Description: (15 pts)

This project is to support and upgrade the Avid network used across the curriculum throughout the Media Center facilities. This covers the continuing support and upgrade contract as well as replacing existing drive storage, which is at end of life. This will allow those who use the facilities to continue working with high resolution projects and provide upward compatibility to better bandwidth management.

Rationale: (20 pts)

This provides support for hardware/software failure as well as upgrades as software and OS needs change as well as upgrading servers that are at end of life.

How will the Project be assessed: (15 pts)

Assessment for this project will happen mainly in the background, as device/drive failures and storage concerns will be able to be handled quietly and immediately with as minimal interruption to the students and classes as possible.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)

The Project will prepare students for the 21st century careers and contribute to workforce development.

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

The Project doesn't require any physical space or space modifications.

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

The Project doesn't require any technical implementation or support.



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Please answer all questions fully. Attach additional pages if necessary. Points are assigned based on information provided with a maximum of 100 points possible.

Project: 22

Project Name: (1 pt) Richard Harris Terrace (RHT) Audio & Video System Upgrade

Expected Start Date: (1 pt) 7/1/2019 **Expected End Date:** (1 pt) 6/30/2020

Person Responsible: (1 pt) Vinton Melbourne

New/Continuing: (1 pt) New Project

Proposed Budget: (10 pts)
\$400,000.

Project Description: (15 pts)

The Richard Harris Terrace is used by the college community as a meeting space, for conferences and events and for other college activities. The current audio-visual equipment system in the space needs to have a professional upgrade. This includes both an updated/integrated video system display and an improved sound reinforcement system.

Rationale: (20 pts)

The current A/V setup is both mostly temporary and outdated. This is an attempt to correct the inability for many to see the screen when the sun is shining or hear the sound at certain ends of the room.

How will the Project be assessed: (15 pts)

Assessment will happen via the requests from faculty and students who use the space and need updated connections and setups.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)

The Project will cultivate institutional transformation, innovation, and sustainability. Prepare the space for 21st-century technology.

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

We have spoken with the Chief Superintendent and he is aware of this project and has agreed to help facilitate what we need.

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

The Project requires a technical implementation



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Please answer all questions fully. Attach additional pages if necessary. Points are assigned based on information provided with a maximum of 100 points possible.

Project: 23

Project Name: (1 pt) Career Coach

Expected Start Date: (1 pt) 7/1/2019 **Expected End Date:** (1 pt) 6/30/2020

Person Responsible: (1 pt) Manuel Romero

New/Continuing: (1 pt) Continuing Project

Proposed Budget: (10 pts)
\$18,000.

Project Description: (15 pts)

EMSI provides institutions with the Career Coach product that offers a customized online software tool to help prospective and current students explore regional career information. In addition, Career Coach provides a website that will site on our institution's site and will allow students to seamlessly make the connection between majors and careers. Currently, the College is using Burning Glass software to generate career outlook reports that can be used to provide a richer picture for students interested in a particular major. However, pulling the reports and putting them in a student-disgestible format is a very laborious and manual process. In addition, with the Burning Glass software the College has a very limited number of user accounts (less than 20 people have access).

Rationale: (20 pts)

This software will allow us to display the meta majors, prior-learning, program and career information in a clear and concise manner for student consumption. As the College is engaging in Complete College America and Guided Pathways work, procuring this software will allow us to complete much of this work. In addition, the information from Career Coach is an integral part of the BMCC website redesign.

How will the Project be assessed: (15 pts)

This project can be assessed by the usage of the software and feedback from students in determining whether or not to choose to attend BMCC and in selecting their major and looking at intended employment areas.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)

With the Career Coach product, ESMI will work with the College on implementation of the software (mapping the majors to careers and vice versa) and will integrate it on our website. Anyone with access to our website will be able to utilize the information. Connecting majors to careers is an essential part of the Guided Pathways work of which we are currently in the planning stage.

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

N/A

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

not required



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Please answer all questions fully. Attach additional pages if necessary. Points are assigned based on information provided with a maximum of 100 points possible.

Submitted number: 24

Project Name: (1 pt) DegreeWorks Maintenance

Expected Start Date: (1 pt) 7/1/2019 **Expected End Date:** (1 pt) 6/30/2020

Person Responsible: (1 pt) Carei Thomas

New/Continuing: (1 pt) Continuing Project

Proposed Budget: (10 pts)
\$19,556.

Project Description: (15 pts)

DegreeWorks is the University's online degree auditing and advisement tool. At BMCC, the product is used to advise students each semester and provide them with some self-service functioning (i.e. GPA Calculators, What-If generator, etc.). In addition, DegreeWorks information is used to feed the FACTS system that allows for the certification of New York State Financial Aid (TAP).

Rationale: (20 pts)

This yearly maintenance fee is required by Ellucian to provide tech support and updates, when applicable, to the College. As all schools in CUNY must be on the same version of the software, CUNY requires that we remain up-to-date with our service contract.

How will the Project be assessed: (15 pts)

This project can be assessed by the usage of the software.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

N/A

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

N/A



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Please answer all questions fully. Attach additional pages if necessary. Points are assigned based on information provided with a maximum of 100 points possible.

Project: 25

Project Name: (1 pt) Wireless Infrastructure Enhancement with Bluetooth Beacons

Expected Start Date: (1 pt) 8/1/2019 **Expected End Date:** (1 pt) 7/30/2020

Person Responsible: (1 pt) Flavio Guillermo and Amish Batra

New/Continuing: (1 pt) New Project

Proposed Budget: (10 pts)

\$750,000.

Project Description: (15 pts)

The project is to enhance our current wireless infrastructure in all of our campuses to support new 802.11ax (Wi-Fi 6) standard. The new technology allow multiple clients to transmit data & voice simultaneously, increase network capacity by up to 4 times compared to 802.11ac.

Rationale: (20 pts)

The newer hardware will provide faster speed, client match feature without any performance degradation & integrated Bluetooth beacons. The new access points are designed to serve multiple clients and traffic types in dense environment , and boosts overall network performance.

How will the Project be assessed: (15 pts)

We will use airwave to compare performance before & after the upgrade. The new technology will allow all users to expect always-on experience & client match technology, students, faculty , staff and guest can connect to the best access point, while AirMatch leverages machine learning to automate Wi-Fi network tuning for the highest performance.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)

Faster, Reliable & stable wireless network will enhance faculty , student & staff experience in a positive way. The new wireless technology will allow students to faster access both Internet & Internal applications.

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

N/A

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

N/A



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Please answer all questions fully. Attach additional pages if necessary. Points are assigned based on information provided with a maximum of 100 points possible.

Project: 26

Project Name: (1 pt) SIS Application Development & SSO Integration

Expected Start Date: (1 pt) 8/1/2019 **Expected End Date:** (1 pt) 6/30/2020

Person Responsible: (1 pt) Laszlo Grunfeld, Beena Palathinkal and Amish Batra

New/Continuing: (1 pt) Continuing Project

Proposed Budget: (10 pts)
\$100,000.

Project Description: (15 pts)

This project is to buy software, pay licenses & consultant to help BMCC application developer team to develop/support key student's access applications/systems as part of our CUNYfirst migration and integrate with single-sign-on feature for easier access.

Rationale: (20 pts)

Students will be able to access applications like Graduation Apply, Miscellaneous appeal, change of major, Title IV appeal etc. 24*7 & cut lines at all SIS offices by 90%

How will the Project be assessed: (15 pts)

We have implemented cluster database & supporting applications like grade change, student verification at security desk & integrated shadow system with Access control for face recognition etc. The shadow system developed in-house is the best way to support BMCC centric applications without compromising security & accessibility. Our reports shows all the applications build by CCC are used on a daily basis.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)

IT team develop applications to automate different processes for all faculty & students. The automation offers ease of use & reduce the burden on service desk.

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

N/A

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

N/A



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Please answer all questions fully. Attach additional pages if necessary. Points are assigned based on information provided with a maximum of 100 points possible.

Project: 27

Project Name: (1 pt) Network Edge, Core & Hardware Upgrade

Expected Start Date: (1 pt) 8/1/2019 **Expected End Date:** (1 pt) 6/30/2020

Person Responsible: (1 pt) Amish Batra, Flavio Guillermo and Chris Pena

New/Continuing: (1 pt) Continuing Project

Proposed Budget: (10 pts)

\$500,000.

Project Description: (15 pts)

This project is to upgrade existing Network Edge, Core & other Hardware Infrastructure (Switches, Fiber Cables & Intra Building connectivity) at all our 4 Campuses to support additional wired/wireless devices & increase performance of our existing core switches.

Rationale: (20 pts)

The network infrastructure upgrade will allow us to provision more devices on our network such as newer Access Points that need two cat 6 cables per device, network all projectors for monitoring etc. and core switches will provide faster throughput with low latency.

How will the Project be assessed: (15 pts)

We have been adding more capacity in all of our IDF closets in different campuses and able to support additional devices with faster throughput. We have been upgrading all end of life Equipment College wide and we barely get any support ticket for hardware failures.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)

IT is the backbone of BMCC and these upgrades are necessary so college can offer reliable services (CUNYfirst, Contact Center, Media Services etc) to all faculty & students.

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

N/A

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

N/A



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Please answer all questions fully. Attach additional pages if necessary. Points are assigned based on information provided with a maximum of 100 points possible.

Project: 28

Project Name: (1 pt) Mobile ID Cards

Expected Start Date: (1 pt) 7/1/2019 **Expected End Date:** (1 pt) 6/30/2020

Person Responsible: (1 pt) Syed Ali

New/Continuing: (1 pt) New Project

Proposed Budget: (10 pts)

The estimated budget to complete the project will be \$ 150K.

Project Description: (15 pts)

This project is to implement the mobile ID technology on all compatible readers throughout BMCC entrance locations.

Such integration will help students to pass the turnstile and security check. In addition, this project will also help Public Safety to monitor and control student traffic electronically.

Rationale: (20 pts)

Most of the time students misplace their ID cards or leave them at home, resulting in long lines on the entrances. Especially during registration time, the entrances get over populated resulting various issues. Migrating to mobile credential authentication will help streamline the process and students will be able to go through the security check via their electronic devices. Mobile student ID cards can also be issued electronically, eliminating the wait for printing and information transfer through CUNYfirst.

How will the Project be assessed: (15 pts)

After the project successful completion. Public safety will be given the full access to manage the incoming traffic. Reducing the following will make this project successful.

- * Reducing the lines
- * Reducing the waiting time
- * Strong security control
- * Electronic data log audits
- * Reports Physical vs virtual Ids.
- * Reducing Physical Card cost.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)

The new Mobile ID card Technology will provide easy access to the BMCC campus and provide a pleasant environment to all the Faculty and student.

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

N/A

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

N/A



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Please answer all questions fully. Attach additional pages if necessary. Points are assigned based on information provided with a maximum of 100 points possible.

Project: 29

Project Name: (1 pt) Student Self Serve Kiosk Replacement

Expected Start Date: (1 pt) 7/1/2019 **Expected End Date:** (1 pt) 9/1/2019

Person Responsible: (1 pt) Christopher Cyril

New/Continuing: (1 pt) Continuing Project

Proposed Budget: (10 pts)
\$20,000.

Project Description: (15 pts)
Replace out of warranty kiosk and enclosure. All Surface 4 devices deployed as kiosks are out of warranty and some have swollen batteries. We will replace all Surface 4 devices with new devices and enclosure.

Rationale: (20 pts)
Service desk kiosks are out of warranty and batteries are swollen. These pose a hazard and have been removed.

How will the Project be assessed: (15 pts)
Usage statistics will be collected to track usage and utilization.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)
Provides for a more streamlined student experience resulting in shorter lines and greater user satisfaction.

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)
not required for this project

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)
IRT will provide support for the Service Desk and the self-service kiosks



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Please answer all questions fully. Attach additional pages if necessary. Points are assigned based on information provided with a maximum of 100 points possible.

Project: 30

Project Name: (1 pt) Student Mass Mailing

Expected Start Date: (1 pt) 7/1/2019 **Expected End Date:** (1 pt) 12/31/2019

Person Responsible: (1 pt) Christopher Cyril

New/Continuing: (1 pt) New Project

Proposed Budget: (10 pts)
\$20,000.

Project Description: (15 pts)
Explore and implement a mass mailing solution for staff to connect with students.

Rationale: (20 pts)
Staff members needing to communicate with students using mass emails turn to third party products such as MailChimp, sendinblue and sendgrid. Some of these departments are using the free tier subscription that are unable to meet spf, dkim & dmarc requirements. This project is being proposed to explore and implement a standard platform for the college.

How will the Project be assessed: (15 pts)
Meets SPF, DKIM, DMARC requirements
Provide an intuitive easy to use email editor for designing and constructing. i.e a WYSIWYG and html editor
Provide tracking and deliverability reports scheduling for email campaigns, newsletter blast
Handle unsubscribe and bounce messages

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)
Provides for greater user satisfaction and improve the student experience through coordinated and consistent messaging.

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)
not required for this project

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

IRT will provide support for this project



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Project: 31

Project Name: (1 pt) Student Health 101

Expected Start Date: (1 pt) 7/1/2019 **Expected End Date:** (1 pt) 6/30/2020

Person Responsible: (1 pt) Penelope S. Jordan, Director, Health Services

New/Continuing: (1 pt) New Project

Proposed Budget: (10 pts)

The proposed budget for the project is \$8,400 per year. The fee includes the following:

- 1) Online Wellness Magazine Platform branded as CampusWell or Student Health 101- 10 monthly issues
- 2) Access to Archived Content
- 3) Mobile App Platform
- 4) Mobile Responsive Sites
- 5) Email Design and Execution
- 6) Basic Customization- includes logo, school colors, school resources, 6 custom designed pages/posts per issue
- 7) Social Media Integration
- 8) Monthly Promotional Tools
- 9) Website links
- 10) Student Advocate News Letter

Project Description: (15 pts)

The goal of Student Health 101 is to give students the ability to be savvy consumers of health information by:

- 1) Providing insight into how students are learning about wellness.
- 2) Promoting Health Services and making campus based resources more visible.
- 3) Providing access to health related 24/7 in whatever way works for the student
- 4) Posting all new content each month
- 5) Employing best practices in health communication and behavior messaging
- 6) Monthly reports on usage, learning outcomes, and feedback
- 7) Content that can be delivered via text messaging, social media, email, and print
- 8) Uses minimal effort and resources to implement

Rationale: (20 pts)

Student Health 101 is an online health and wellness magazine for college students that contains valuable information to help students make better health choices. This resource offers current information on a variety of wellness topics including relationships, sleep, nutrition, physical activity and managing stress.

New editions are sent to students each month. Older versions are available in archives. Parents and families have access to the site through the "Parent Perspective," a companion newsletter to Student Health 101.

How will the Project be assessed: (15 pts)

The project will be assessed by usage reports that are available through the platform. The reports have learning outcomes built into the software. The reports will enable me to add or remove content as needed.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)

Student Health 101 closely aligns with Strategic Objective #8 (Enhance timely, concise and target communication with students). Students need evidence-based information that is more reliable and applicable to their needs than Google and Web MD. Promotion of healthy habits plays a crucial role in disease prevention and managing chronic conditions. As young adults begin to maintain their health with less parental involvement, they are forming habits that affect wellness and learning Ñ topics that may be sensitive, and embarrassing need to be addressed without fear of judgment. Providing the wealth of information to students on their own time will increase student satisfaction with support services and BMCC communication which is Strategic Plan Outcome #12.

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

The project does not need physical space or modifications.

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

The purchasing department asked if an IT questionnaire was needed. This is the response from Barry Williams:

As long as no participant private information is stored within the application, which from my reading of the description could only be in custom content pages, then no questionnaire is required. As I understand it, this program will primarily provide general, searchable health and wellness information to participants, and do this with a school branding. If the program is also intended to allow participants to share private medical information, which is hard to determine one way or another from the material provided, then a questionnaire will be required.



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Please answer all questions fully. Attach additional pages if necessary. Points are assigned based on information provided with a maximum of 100 points possible.

Project: 32

Project Name: (1 pt) COMEVO Online Orientation

Expected Start Date: (1 pt) 8/1/2019 **Expected End Date:** (1 pt) 7/31/2020

Person Responsible: (1 pt) Joseph M Ginese

New/Continuing: (1 pt) Continuing Project

Proposed Budget: (10 pts)

\$7,500.

Project Description: (15 pts)

The Comevo Online Orientation allows BMCC to create 10 different online orientation-style programs. These programs supplement the current efforts for welcoming, supporting, and transitioning new student to campus including but not limited to; the Getting Prepared to Start orientation program, the First Year Experience program, the Panther Partner program, as well as outreach groups. This service is an on-going contract, we are currently in our second year of service with Comevo.

Rationale: (20 pts)

As BMCC's incoming classes continue to seek more convenient ways of receiving information and participating in shared experiences, the Comevo Online Orientation allows BMCC to serve our students without having to be limited by space requirements or fixed time slots. With these online modules, we are able to make information and experiences available to new students 24 hours a day, 7 days a week, no matter where they are in the world as long as they have an internet connection. With the expansion of up to 10 different online programs, Comevo allows BMCC to scale this product to fit everything from specialized niche groups of new students, to all new and incoming students on campus.

How will the Project be assessed: (15 pts)

The Comevo Online Orientation has built-in assessment measures and features. These allow us to monitor data such as that amount of time a student visits the site and for how long. In addition to the usage data, each orientation has the capability to have pre and post tests as part of their experience. This feature allows us to monitor the learning taking place as a result of participating in the online orientation.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)

The Comevo Online Orientation directly aligns with strategic goal #2: Improve the student experience, strategic objective #7: improve new and continuing student orientation, and strategic plan outcomes #6: increased first-year retention rates. By providing an alternative option to students who are unable to attend the in-person version of First Year Experience workshops, Panther GPS orientation, or in-person registration

orientation we are ensuring all students are starting with the same basis of knowledge and same shared experiences. Comevo allows us to better serve all incoming students since we cannot accommodate our incoming classes all in one shot due to lack of space.

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

No space required.

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

This is a continuing project and already implemented. No additional support from IT.



Borough of Manhattan Community College Student Technology Fee Project Application Program Year 2019-2020

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Please answer all questions fully. Attach additional pages if necessary. Points are assigned based on information provided with a maximum of 100 points possible.

Project: 33

Project Name: (1 pt) MentorCore Software- Now People Grove

Expected Start Date: (1 pt) 6/1/2019 **Expected End Date:** (1 pt) 6/30/2020

Person Responsible: (1 pt) Denise DellaPorta

New/Continuing: (1 pt) Continuing Project

Proposed Budget: (10 pts)

For a fully-customizable platform, none of the other vendors could come close to PeopleGrove' price point. For a standard package there is a one-time \$5,000. implementation fee on top of the \$5000. annual cost of the platform modules. The vendor is motivated to work with our grant budget and offered us a package to make it even more cost effective for a multiple year agreement; agreeing to waive the \$5k fee if we commit to a three year deal. They also offered us a 'new customer discount' quoting \$4500. per year for three years.

Project Description: (15 pts)

PEOPLEGROVE provides an online, cost-effective, cloud-based system which is customizable to our needs and objectives while fostering a strong network for all stakeholders.

Rationale: (20 pts)

The system:

- Brings transparency and accountability to a mentorship program, allowing leaders to have insight into mentor and mentee activities
- Offers built-in coaching that supports career preparedness and student skill attainment
- Has customized branding and built-in email marketing that enhances institutional prestige
- Is built specifically to scale the impact of small teams
- Provides intuitive interface and is user-friendly for all user types (students, alumni, established professionals, admins, etc.)
- Has an established reputation for flexibility in customizing solutions for customer needs, good tech support, and positive customer feedback.

How will the Project be assessed: (15 pts)

Since the system is going to be custom built, the first level of assessment will be to assess administrative feedback on the software implementation to determine if it delivers the services as advertised. PeopleGrove platform can be up and running in just weeks, and we need a quick turn around time to implement mentee recruitment for Summer 2019, as well as a user friendly interface for uploading legacy data quickly.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)

Once the mentoring season begins, we will assess how well platform provides individual, group, and aggregate real-time data for my team which enables us to identify trends more quickly, make more effective decisions, and better manage student success outcomes. Through the Fall semester, we will run monthly assessments to determine the ease and efficiency around our key interest areas: matching and/or rematching active and inactive participants in the program, tracking participant engagement, offering internal communication options and drawing reports that can be easily downloaded.

Once our mentoring season begins in the Fall, the next level of assessment will come from program participants using the platform in mentoring. We will assess participant satisfaction using the software as well as work with PeopleGrove to develop other software assessment tools.

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

N/A

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

N/A



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Project: 34

Project Name: (1 pt) Enhancement of cyber security for instructional area desktops to prevent malware activity.

Expected Start Date: (1 pt) 8/1/2019 **Expected End Date:** (1 pt) 7/30/2020

Person Responsible: (1 pt) Barry Williams & Amish Batra

New/Continuing: (1 pt) Continuing Project

Proposed Budget: (10 pts)
\$80,000.

Project Description: (15 pts)

This project is to enhance endpoint security on instructional devices (Labs, Cafeteria, Servers, Portable devices, Laptops etc). We are evaluating various endpoint solutions that may offer features superior to or complementary to our standard McAfee suite implementation.

Rationale: (20 pts)

No endpoint protection product is 100% effective, including McAfee. Several vendors claim to offer advanced endpoint protection products that may be superior to McAfee, or may be a cost effective enhancement alongside McAfee. Since endpoint support of cyber security makes up a significant portion of the time spent keeping instructional IT facilities running smoothly, and staying in compliance with government and CUNY security standards in the most effective manner, we will evaluate choices among the best solutions available.

How will the Project be assessed: (15 pts)

The system is a technology solution that is branded, intuitive, secure, and user-friendly while meeting our key requirements: Provides an adaptive system with the ability to opt into various types of mentoring styles and situations; Facilitates mutually meaningful connections through manual matching, customizable algorithmic matching, and robust profile searching tools; Is built specifically to scale the impact of small teams; Brings transparency and accountability to a large mentorship program, but allows for cohorting of smaller groups; Allows leaders to have insight into mentor and mentee activities; has flexibility of roles within the system; Has a customizable built-in coaching that supports career preparedness and student skill attainment; Robust data capture and analytics

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)

BMCC IT team main focus is to protect our faculty, students and staff from various internal & external cyber threats, which can adversely affect teaching and learning, directly, or indirectly by degrading administrative support capability.

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

N/A

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

N/A



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Please answer all questions fully. Attach additional pages if necessary. Points are assigned based on information provided with a maximum of 100 points possible.

Project: 35

Project Name: (1 pt) Enhancement of cyber security for instructional areas to prevent malicious activity.

Expected Start Date: (1 pt) 8/1/2019 **Expected End Date:** (1 pt) 7/30/2020

Person Responsible: (1 pt) Barry Williams & Amish Batra

New/Continuing: (1 pt) Continuing Project

Proposed Budget: (10 pts)
\$200,000.

Project Description: (15 pts)

This project is to enhance security measures in all instructional areas (Labs, Cafeteria, Servers, Portable devices, Laptops etc). We are evaluating various technologies that offer Artificial Intelligence in automation of threat detection and incidence response, via behavioral based machine learning.

Rationale: (20 pts)

All students access resources like Portal, BMCC website, instructional websites etc are behind F5 & integrated with a multi-layer in-line security approach. This upgrade will allow our security team to pro-actively monitor and prevent network attacks, and enable the system to respond automatically to confirmed malicious activity, especially during off-shift hours or when staff expertise is absent or otherwise engaged.

How will the Project be assessed: (15 pts)

We have rolled out Palo Alto firewalls to replace old Fortigate firewalls and seeing optimistic results in application visibility. The new technology should further increase visibility, and result in both a significant decrease in incident response time and an increase in number of incidents discovered in a timely manner. Integration with other tools like the Palo Altos is required to maximize effectiveness.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)

BMCC IT team main focus is to protect our faculty, students and staff from various internal & external cyber threats, which can adversely affect teaching and learning, directly, or indirectly by degrading administrative support capability.

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

N/A

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

N/A



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Project: 36

Project Name: (1 pt) Live Tiles Accelerated Services

Expected Start Date: (1 pt) 7/1/2019 **Expected End Date:** (1 pt) 6/30/2020

Person Responsible: (1 pt) Amish Batra, Khurram Bakhsh, Christopher Losco

New/Continuing: (1 pt) Continuing Project

Proposed Budget: (10 pts)
\$30,000.

Project Description: (15 pts)
LiveTiles Accelerated Services is to improve SharePoint sites look and feel.

Rationale: (20 pts)
LiveTiles Accelerated Services provides pre-configured templates to replace legacy SharePoint sites design. Working on this project will improve SharePoint sites experience to support mobility of SharePoint sites. Service will also provides one-in-one session with LiveTiles teams to discuss BMCC SharePoint sites design and improvements.

How will the Project be assessed: (15 pts)
Statistics will be collected to track usage and utilization.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)
This is a continuation of current project to modernize SharePoint sites. By using LiveTiles accelerated services we will improve SharePoint sites experience for Students and provide better services to Students.

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)
not required for this project

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

IRT will provide support for this project



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Project: 37

Project Name: (1 pt) I.T Data Backups Software Capacity License Expansion

Expected Start Date: (1 pt) 7/1/2019 **Expected End Date:** (1 pt) 6/30/2020

Person Responsible: (1 pt) Amish Batra, Khurram Bakhsh, Muhammad Miah, Vishal Ramlal

New/Continuing: (1 pt) Continuing Project

Proposed Budget: (10 pts)
\$20,000.

Project Description: (15 pts)
I.T. Data Backups Software Capacity License Expansion to support extended data backup retention.

Rationale: (20 pts)
I.T. Data Backups Software Capacity License expansion is needed to extend data backups retention in Chambers Data Center.

How will the Project be assessed: (15 pts)
This project is continuation of our I.T. Data backups and by completing this project we will have the ability to go further back-in time to restore deleted or lost data. Assessment will be guided by successful backup and restore statistics, including testing and verification of backups.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)
Increased operational efficiencies will be gained by expanding and enhancing this service.

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)
Not required for this project

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)
IRT will provide support for this project.



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Project: 38

Project Name: (1 pt) IT Data Backups Hardware Expansion

Expected Start Date: (1 pt) 7/1/2019 **Expected End Date:** (1 pt) 6/30/2020

Person Responsible: (1 pt) Amish Batra, Khurram Bakhsh, Muhammad Miah, Vishal Ramlal

New/Continuing: (1 pt) Continuing Project

Proposed Budget: (10 pts)
\$35,000.

Project Description: (15 pts)
Expand and supplement the existing IT Data Backup infrastructure to meet increased demand

Rationale: (20 pts)
I.T Data Backups Hardware Expansion is needed to increase data backups retention and to support more data backups in our Chambers Data Center. This project is continuation of our I.T Data backups and by completing this project we will have the ability to go further back-in time to restore deleted or lost data.

How will the Project be assessed: (15 pts)
Usage statistics will be collected to track usage and utilization. Assessment will be guided by successful backup and restore statistics, including testing and verification of backups.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)
Increased operational efficiencies will be gained by expanding and enhancing this service.

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)
not required for this project

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)
IRT will provide support for this project.



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Project: 39

Project Name: (1 pt) Titanium Software

Expected Start Date: (1 pt) 7/1/2019

Expected End Date: (1 pt) 6/30/2020

Person Responsible: (1 pt) Pedro Perez

New/Continuing: (1 pt) Continuing Project

Proposed Budget: (10 pts)

\$1,800.

Project Description: (15 pts)

Titanium is an electronic medical records (EMR) system designed specifically for university and college counseling centers. They're budget-friendly software is used at over 1000 locations in the United States and internationally. In addition to counseling centers, Titanium is used by disability centers, psychology department teaching clinics, employee assistance programs, as well as customers other than educational institutions.

The Titanium Schedule also includes access to the Listserv. Listserv offers the opportunity to directly interact with other Titanium Schedule users across the U.S. and around the world. The Listserv is free to join, and it's a great resource for exchanging ideas and getting advice about Titanium from a colleague perspective. There is also a searchable archive with years of previous postings.

Rationale: (20 pts)

Typically, the university absorbs the cost of the software for Counseling Centers that use the software. In this case, a split in Titanium was sought to differentiate users from the Counseling Center, from users in the College Discovery Program. It is believed that two separate licenses would facilitate compliance with codes of privacy.

How will the Project be assessed: (15 pts)

To assess the utility or usefulness of this software, the monthly reporting feature will be used. Counselors will be able to submit reports of all students seen, including the duration of counseling. The project will be considered successful if the majority of caseload students are seen at the end of a given semester, as noted by the Titanium scheduler. This will confirm both user and student utility.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)

Utilization of this product by our students is in line with the goal to improve the student experience. One of the objectives associated with that goal includes implementation of an advisement model responsive to students' needs and interests. Titanium is designed to maintain progress notes of student interaction by counselor. While the information is protected, it also allows for follow-up discussion and planning.

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

No space needed.

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

Continuing project with all IT support in place. No additional IT support needed.



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Project: 40

Project Name: (1 pt) Maxient Judicial Software

Expected Start Date: (1 pt) 8/1/2019 **Expected End Date:** (1 pt) 6/30/2020

Person Responsible: (1 pt) Ian J. Wentworth, Student Life Manager for Student Conduct and Academic Integrity.

New/Continuing: (1 pt) Continuing Project

Proposed Budget: (10 pts)

\$11,000. Annually

Project Description: (15 pts)

Maxient, a software used for student conduct, is a comprehensive software that meets all of our needs. The software will streamline incident reporting, simplify correspondence with students, provide organized filing of incidents, expedite faculty follow-up and provide thorough analytical data that will help us to enhance prevention strategies. No other software that we have looked at provide all of the services/features listed above. Maxient is also the most affordable software as the next closes company wanted \$9,000 more a year.

Rationale: (20 pts)

The conduct process focuses on the ability to educate the student outside of the classroom thus Strengthening college readiness. The Maxient System will provide access to a more comprehensive way of tracking sanctions. As we become more creative with our sanctioning, our students will have a greater understanding of their societal obligations as a citizen of BMCC. This will prepare them for what is next as they will, start here, and go anywhere.

Students often provide feedback that we need to do a better job of communicating with them. This software provides us with a faster, more efficient way of creating correspondence and communicating with colleagues as to better serve our students. Therefore, the use of the program will help to, Improve the student experience and allow us to educate our students outside of the classroom on essential behavioral skills.

How will the Project be assessed: (15 pts)

The software is unique and can benefit BMCC in a variety of ways. Maxient is the only software that is inclusive of all of our needs, such as: students can receive immediate correspondence; follow-up will be easy to track; it is easily accessible for the entire community; maintains files for easy access; tracks prior history; reports and results of hearings can be routed to the appropriate party; and the program gives

comprehensive analytics so that we better serve our students in understanding what trends there are that affect their behavior.

The ability to generate statistical data in regards to student conduct will benefit the institution on a whole. A great example of this is we can generate statistics as to where the most incidents take place. This is an example of how Maxient can assist us as we Cultivate institutional transformation, innovation and sustainability

The project will be assessed in several ways:

- The time taken from receipt of report to close of case will be measured
- The number of students who repeat offenses will be calculated
- Effective use of the analytic data will provide a marked change, that change can be measured by comparing old procedure and new procedure.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)

#NAME?

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

No space needed.

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

This proposal was submitted last year and we are waiting for CUNY approval. Many conversations were had with Amish and Barry Williams. All conversations with IT were positive and the support needed would come from the company or simply through our internal processes. Once the program is up and running, there will be little need for support.



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Submitted number: 41

Project Name: (1 pt)

Dynamic Forms software to integrate with Federal Work Study (FWS) Online Job

Expected Start Date: (1 pt) 7/1/2019 **Expected End Date:** (1 pt) 6/30/2020

Person Responsible: (1 pt) Albina Khasidova

New/Continuing: (1 pt) Continuing project

Proposed Budget: (10 pts)

\$6,800.

Project Description: (15 pts)

The goal of this project is to enhance our current FWS and Scholarship Manager applications through an electronic forms integration that will allow for a number of current PDF forms to be transitioned to online forms with e-signature capability. The dynamic forms platform interfaces and works seamlessly integrate with our other Nextgen FWS JobX, FWS TimesheetX and Scholarship Manager applications.

Rationale: (20 pts)

Originally purchased through financial aid administrative income allowance, this software was purchased as a sole source solution in April of 2017 with the necessary approvals of procurement and the IRT. Our plans will be to integrate this tool with our FWS JobX application with transforming the federal W-4 and I-9 form, New York state IT-2104 form, and the required rights and responsibility form as part of job placement into online forms with e-signatures. Our current process requires in-person submission of paper forms (the PDF forms in JobX needed to be printed out and signed with a wet signature). This online forms capability frees the student from visiting the office in-person to complete placement, as all the other features of placement can be virtual. This solution will assist in streamlining the job placement process and offering students 24/7 ability to submit these forms. For the scholarship manager application, the online forms tool will provide enhancements to the current scholarship process such as the creation of an online needs assessment form for international students who apply for need-based scholarships and the ability for students to upload photos and thank you letters to send to donors. In production, this externally hosted system carries an annual licensing fee of approximately \$7,100.

How will the Project be assessed: (15 pts)

Effectiveness will be assessed through student usage rates versus students who continue to submit in-person paper PDFs. Also, we will review the submissions for day and time to inquire if these services are being used in a 24/7 manner. Second, a student satisfaction survey will be made of both new to elicit satisfaction levels with the new process as well as suggestions for improvement and refinement.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)

The goal of this project is to improve the student satisfaction with college communication, enhance and increase online financial aid form submissions.

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

The following on-line project does not require physical or space modifications.

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

The following on-line project does not require any technical implementation or support. Technical support is provided directly from Nextgen web solution.



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Please answer all questions fully. Attach additional pages if necessary. Points are assigned based on information provided with a maximum of 100 points possible.

Submitted number: 42

Project Name: (1 pt) Federal Work Study (FWS) Online Job Placement System

Expected Start Date: (1 pt) 7/1/2019 **Expected End Date:** (1 pt) 6/30/2020

Person Responsible: (1 pt) Albina Khasidova

New/Continuing: (1 pt) Continuing project

Proposed Budget: (10 pts)
\$15,000.

Project Description: (15 pts)

The goal of this project was to design and implement a web-based multifunctional student employment system for the FWS program which will permit electronic submission and web display of job opportunities; candidate/employer match; placement, referral and tracking; e-forms processing; and automated time entry for payment.

Rationale: (20 pts)

Initially funded through the 2006-7 Technology Fee program the development phase is completed and began with a soft launch in summer 2010 and the jobs component fully implemented with the fall 2010 semester. All components of the software were implemented in production in Spring 2012. During the 2014-15 year, the interfaces to CUNYfirst were tested and implemented and the product is now seamlessly integrated with CUNYfirst. In production, this externally hosted system carries an annual licensing fee of approximately \$15,000.

How will the Project be assessed: (15 pts)

Effectiveness will be assessed by two measures. First, a comparison will be made with respect to year-to-year participation rates for on-campus and off-campus employment. Second, a survey will be made of both new and continuing FWS participants as well as supervisors to elicit satisfaction levels with the new process as well as suggestions for improvement and refinement.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)

Systematically validate against school-defined work eligibility rules at the time of application and/or placement, thus improving compliance and simplifying administrative tasks.

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

The following on-line project does not require physical or space modifications.

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

This project requires both technical support from our college computer center and a single sign-on to authenticate students and staff members through the BMCC portal.



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Please answer all questions fully. Attach additional pages if necessary. Points are assigned based on information provided with a maximum of 100 points possible.

Project: 43

Project Name: (1 pt) NextGen Web Solutions - Scholarship Manager

Expected Start Date: (1 pt) 7/1/2019 **Expected End Date:** (1 pt) 6/30/2020

Person Responsible: (1 pt) Sussie Gyamfi

New/Continuing: (1 pt) Continuing Project

Proposed Budget: (10 pts)

\$7,000.

Project Description: (15 pts)

Scholarship Manager is web-based software that matches students with school specific scholarships based upon their unique profile. With Scholarship Manager, we can maintain scholarship details and manage the entire scholarship process through a single, easy-to-use application.

Rationale: (20 pts)

This software will enable students to apply for several scholarships on-line. It will help students increase their funding options and make applying for scholarship faster and easier. We will be able to enter new scholarships, manage and award scholarships, review and edit the student application information faster. It will also make it easier for students to find scholarship in our database; instead of them going through over 300 scholarships on the scholarship page, they would be able to enter their profile and all the scholarship with that profile will show up, allowing them to choose and apply for the scholarships that match their student profile.

How will the Project be assessed: (15 pts)

By getting feedback from students (at the end of each application cycle, students will respond to short answer questions of their impression and accessibility of the system).

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)

Since we will have access to a large data of reports, it will help us focus on different groups of cohort. We will have information on past recipients, and therefore be able to compare the different cohort from year to year, semester to semester and so forth. More importantly, we will be able to find out why they did not complete the process, and use the findings to improve the process.

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

N/A

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

This project requires both technical support from our college computer center and a single sign-on to authenticate students through the BMCC portal.



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Please answer all questions fully. Attach additional pages if necessary. Points are assigned based on information provided with a maximum of 100 points possible.

Project: 45

Project Name: (1 pt) Symplicity CSM Platform

Expected Start Date: (1 pt) 7/1/2019 **Expected End Date:** (1 pt) 6/30/2020

Person Responsible: (1 pt) Elizabeth Yan

New/Continuing: (1 pt) Continuing Project

Proposed Budget: (10 pts)
\$13,000.

Project Description: (15 pts)
Symplicity is our vendor for our Career Services module called Career Express. We currently have the Career Service Manager Full Edition, which includes on-campus interviews, counseling, professional networks, career outcomes, experimental learning, faculty, email analytics, LDAP/CAS, invoicing, unlimited resume books, granular rights, event logs, kiosks, and Radius API access.

Rationale: (20 pts)
Career Express is the system that the Center for Career Development uses to post all positions that we receive from employers. In addition, it is the system that students use to schedule appointments to meet with career advisors in the office and it tracks students participation/attendance for counseling sessions, workshops, career fairs and all other events that the Center for Career Development offers to students. Career advisors write their counseling session notes on Career Express as well.

How will the Project be assessed: (15 pts)
Symplicity can be assessed by the following statistics: The amount of traffic on the site measured by Google Analytics, the usage of faculty through the faculty module and the referral of jobs by faculty to students, the number of students who log in to the system, including the number of applications submitted, and the number of jobs posted by employers. In addition, the usage of the counseling system (by students) to schedule appointments with a career advisor(s) and the posting of experimental learning opportunities in the system. The project can also be assessed through their analytics.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)

This project will continue to allow the Center for Career Development to keep improving its effectiveness in servicing students better since we are using now the full edition of this platform. Also, it will keep improving students experience with the Center as well as faculty and employers who interact with the office using this full edition platform.

Specifically, this project meets the following strategic plan objectives and goals:

Strategic Priority 1: Excellence in Teaching, Researching and Learning

It meets the goal of fostering a culture of scholarly rigor and creativity for students, faculty, and staff.

Objective 1.3, Expand the use of technology to facilitate student learning, improve student services and ensure technologically proficient students, faculty and staff.

Strategic Priority 2: Student Success and Retention

It meets the goal of supporting a learning environment and culture that promotes student success.

Objective 2.1, Provide comprehensive and cohesive student services that maximize student success.

Strategic Priority 4: Community Engagement and Economic Development It meets the goal of enhancing the college visibility and enhance stakeholder participation.

Objective 4.4, Provide greater opportunities for students, faculty, and staff to engage with the local and world community.

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

This is not applicable to this project.

No space needed

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

This is not applicable to this project.

Continuing project with all IT support in place. No additional IT support needed.



**Borough of Manhattan Community College
Student Technology Fee Project Application
Program Year 2019-2020**

Submit proposals to techfee@bmcc.cuny.edu by Friday, March 29, 2019

Please answer all questions fully. Attach additional pages if necessary. Points are assigned based on information provided with a maximum of 100 points possible.

Submitted number: 46

Project Name: (1 pt) BMCC Athletic and Recreation Webpage

Expected Start Date: (1 pt) 1/1/2020 **Expected End Date:** (1 pt) 12/31/2020

Person Responsible: (1 pt) Stephen Kelly

New/Continuing: (1 pt) Continuing Project

Proposed Budget: (10 pts)
\$2650. (includes CUNY Collegiate discount)

Expected end date: One year from effective date, renewing automatically for up to (0-4) one Year terms unless terminated by CUNY in writing at least 30 days prior to expiration of then -current term

Project Description: (15 pts)
This project will continue to enhance the communication and information available to students and the BMCC community in general.
The information on the website will inform the BMCC community about intercollegiate sports, the fitness, recreational opportunities, special recreational and athletic events in addition to updated information regarding CUNYAC, NJCAA regional and national intercollegiate information. The staff will maintain the site with updated and current information

Rationale: (20 pts)
Yearly licensing, hosting, and support costs for SIDEARM (Learfield Sports, LLC) Athletic Content Management Application. ICS Sidearm is the web company that has developed the majority of Athletic websites for the CUNYAC and NJCAA Region 15

How will the Project be assessed: (15 pts)
Number of hits to the website for intercollegiate schedules, rosters, national and regional team and player statistics, recreation schedules, special events, and team tryout schedule, information affidavits, physical forms, etc. It will also provide access to the BMCC athletic facebook page, twitter, You Tube, etc.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)
Strategic Plan Goal - #2- Improve the Student Experience.
Strategic Objective - #5 Enhance timely, concise, and targeted communication with students

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

No space needed.

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

Continuing project. We work closely with Public Affairs on this project. All tech support is in place.



Borough of Manhattan Community College Student Technology Fee Project Application Program Year 2019-2020

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Please answer all questions fully. Attach additional pages if necessary. Points are assigned based on information provided with a maximum of 100 points possible.

Submitted number: 47

Project Name: (1 pt) Co-Curricular Transcript (CCT): Digital Attendance for Clubs and Events

Expected Start Date: (1 pt) 8/1/2019 **Expected End Date:** (1 pt) 6/30/2020

Person Responsible: (1 pt) Office of Student Activities- Harry Mars, Director

New/Continuing: (1 pt) New Project

Proposed Budget: (10 pts)

Estimated total \$8,000

Swipe USB Stripe Card Readers* \$20 x 100 = \$2,000.

Laptop Computers \$600 x 5 = \$3,000.

iPads \$600 x 5 = \$3,000.

Project Description: (15 pts)

The transition from paper attendance sheets to digital attendance for clubs and on-campus events will make a significant impact on the accuracy, efficiency and sustainability of the CCT data collection process. The purchase of the following technology items will make a substantial difference in how the database is able to function on a larger scale providing thousands of students a more efficient collection system for CCT credit.

Rationale: (20 pts)

The USB swipe readers must be compatible with feeding the data into our CCT system*. Swipe readers will be placed in all club rooms to the computer desktop through USB connection. The swipe will be used to collect attendance of members in and out of club meetings. Providing an automated data collection process for the club attendance directly into the CCT database system. Laptop computers and iPads will be used strategically for high traffic rooms such the OSA front desk, Richard Harris Terrace, S-341, N-451, N-471, where club and event activities that need more flexibility with check-in location.

How will the Project be assessed: (15 pts)

In order to assess the accuracy and efficiency of the technology updates for the CCT system, database reports will be run to track CCT requests made by students and monitor the turnaround time to process from point of request to ready for pick up.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)

This project will further Strategic Plan Goal #3 to facilitate timely degree completion, graduation and transfer through Objective #11: Increase student engagement in co-curricular and extra-curricular activities such as leadership, peer mentoring and athletics. In addition, this project coorelates to Strategic Plan Goal #5 to cultivate institutional transformation, innovation and sustainability through Objective #24: Foster environmental sustainability practices.

If the project is requesting physical space or space modifications, please consult with the office of the Vice President for Administration and Planning prior to your submission. State the outcome of the conversation. (10 pts)

No space needed.

If the project requires technical implementation or support, please consult with the office of the Vice President for Technology prior to your submission. State the outcome of the conversation. (10 pts)

This is the next phase of the CCT project. Conversations were conducted with Lazslo regarding the project and the hardware needed.

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