BMCC STUDENT TECHNOLOGY FEE PLAN

Academic Year 2020 – 2021

199 Chambers Street, New York, NY 10007

The Student Technology Fee Committee met on Friday, May 1 at 10a via Zoom. Given the number of unknowns and possible significant budget constraints due to possible declining enrollment, the Committee chose to take a conservative approach to developing the 20-21 Plan. The Committee agreed to be guided by several principles:

- Recognition that instruction would be done "at a distance" for the foreseeable future
- Continuation of existing budgeted services necessary to function at current levels
- No budget increases for continuing proposals
- No new construction or renovation projects would be considered
- No new projects would be considered
- No laptop or desktop purchases would be considered given current stock and the CUNY device distribution program

The Committee also agreed to meet as necessary to revise the Plan should there be any significant budget changes.

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Committee Members

6 of the 11 committee members are students, 3 are faculty, 2 are staff, Chair is ex-officio

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

Alison Young, *Business Manager*

Erwin J. Wong, *Provost*

Michael Hutmaker, *Dean, Student Affairs*

Christopher Stein, *Chairperson, Media Arts and Technology*

Ahmet Mete Kok, *Professor Computer Information Systems*

Wendy Ilama, *Student*

Seunghye Jeong, *Student*

Irma Rodriguez, *Student*

A. Lazzani, *Student*

Abdoul-Hanane Gbadamassi, *Student*

N. Ernest, *Student*

BMCC 2020-2021 TECH FEE PROJECTS MASTER LIST

Project Number	Project Name	New (N) or Continuing (C) Project	Tech Fee Funds Devoted to Project	PS Cost	Fringe	OTPS Cost	Expenditure Category
1	Software renewal/maintenance	C	$130,000.00			$130,000	C
2	Printing Supplies for labs	C	$10,000.00			$10,000	A
3	Essential Student Supplies	C	$5,000.00			$5,000	A
4	Wireles Infrastructure Upgrades	C	$100,000.00			$100,000	J
5	Network/Voice Upgrades	C	$200,000.00			$200,000	J
6	SIS applications and consulting	C	$50,000.00			$50,000	I
7	Cybersecurity instructional	C	$100,000.00			$100,000	A
8	Cybersecurity desktops	C	$70,000.00			$70,000	C
9	Improving Security Posture	C	$40,000.00			$40,000	J
10	Enterprise Computing	C	$75,000.00			$75,000	D
11	AMAG ver 9.01	C	$20,000.00			$20,000	D
12	Linkedin Learning	C	$83,700.00			$83,700	J
13	Tutor Trac	C	$7,000.00			$7,000	C
14	UpSwing	C	$25,500.00			$25,500	C
15	Master Control Room Upgrade	C	$65,000.00			$65,000	H
16	Lecture Halls Upgrade	C	$75,000.00			$75,000	H
17	Avid Media Services	C	$250,000.00			$250,000	J
18	Titanium	C	$1,800.00			$1,800	D
19	Remind	C	$2,200.00			$2,200	D
20	HUDI Athletics	C	$3,200.00			$3,200	D
21	Symplicity	C	$13,000.00			$13,000	D
22	Athletics webpage	C	$2,700.00			$2,700	D

#	Item	Code	Amount				Cat.
23	CCT	C	$8,000.00			$8,000	D
24	PeopleGrove	C	$4,500.00			$4,500	D
25	VoiceThread	C	$25,000.00			$25,000	D
26	Streaming Library Databases	C	$110,000.00			$110,000	F
27	Library Databases	C	$110,000.00			$110,000	F
28	Library laptop loaners	C	$50,000.00			$50,000	J
29	Laptop kiosk service contract	C	$10,000.00			$10,000	J
30	graphing calculators	C	$3,400.00			$3,400	J
31	laptop kiosk add-on	C	$31,000.00			$31,000	J
32	laptap warranties	C	$10,000.00			$10,000	J
33	Labster	C	$20,000.00			$20,000	A
34	OpenLab CIS students	C	$50,000.00			$50,000	J
35	CareerCoach	C	$23,000.00			$23,000	D
36	DegreeWorks	C	$22,400.00			$22,400	D
37	Dynamic Forms	C	$6,600.00			$6,600	D
38	FWS online placement	C	$15,600.00			$15,600	D
39	Human Patient Simulators	C	$40,000.00			$40,000	A
40	NextGen scholarship mgr.	C	$7,500.00			$7,500	D
	University Wide Initiatives	C	$880,713.00			$880,713	K
	Strategic Technology Initiatives	C	$454,791.00			$454,791	K
	Personnel Services	C	$920,582.00	$920,582			
	Fringes @ 51%	C	$469,497.00		$469,497		
TOTAL			**$4,601,683.00**	**$920,582**	**$469,497**	**$3,211,604**	

Project Count by Budget Category

A	5
B	0
C	4
D	15
E	0
F	2
G	0
H	2
I	1
J	11
K	2

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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: 1
Category C

Project Name: (1 pt) Software renewal/maintenance

Expected Start Date: (1 pt) 7/1/2020   **Expected End Date**: (1 pt) 6/30/2021

Person Responsible: (1 pt) Gus Kanellopoulos

New/Continuing: (1 pt)   project

Proposed Budget: (10 pts)
$130,000

Project Description: (15 pts)
Purchases and renewal of academic software licenses\maintenance including AccuCampus, Solidworks, Labstats, Quickbooks, Northstar, Cinema4D, Vision Software, Sibelius, Deepfreeze etc.

Rationale: (20 pts)
Purchases and renewal of academic software licenses including AccuCampus, Solidworks, Labstats, Quickbooks, Cinema4D, Robotel, Sibelius, Deepfreeze etc.

How will the Project be assessed: (15 pts)
Surveys and completion of software upgrades before the start of semester.

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 perform the upgrades.

Proposed Budget: (10 pts)
$ 10,000 (Paper:$54 per box, toner $350 per, maintenance kit $300 per.)

**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
Category A**

Project Name: (1 pt) Printing supplies for labs

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

Description: (15 pts)
Paper, toners and maintenance kits to support printing in the Instructional labs.

Rationale: (20 pts)
 Printing supplies for student facilities, teaching labs and open labs. This will allow student to complete and submit course projects etc.

How will the Project be assessed: (15 pts)
Printing reports will be generated by semester to determine usage and need.

**How will this project further the institutional goals as stated in the BMCC Strategic Plan
2015--2020: Reaching Greater Levels:** (15 pts)
This will allow students to complete their projects and turn in their papers to professors

**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)
No

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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
Category A

Project Name: (1 pt) Essential Student Supplies for Digital Media Lab and Classroom in F1007

Expected Start Date: (1 pt)   7/1/2020   **Expected End Date**: (1 pt)   6/30/2021

Person Responsible: (1 pt)   Jessica Ramirez and Terttu Uibopuu

New/Continuing: (1 pt)   project

Proposed Budget: (10 pts)
$ 5,000

Project Description: (15 pts)
The lab supports students creating 2D still and animated content, editing digital photographic content, creating textures for 3D elements, sculpting 3D elements, retouching digital and photographic content, and printing high quality physical copies of work. This proposal is for ink and paper supply for the digital media lab and classroom for students enrolled in courses in Media Arts and Technology, and Art and Music departments. Specifically, sections of MMP260, ANI401, ANI402, ART203, ART300, ART336, ART338, and ART420. The digital media lab houses industry standard equipment, i.e. four medium format inkjet printers that produce up to 17x22 in art work, and one large format inkjet printer that produces up to 42in wide archival artwork. It serves students involved in art, design, photography, animation, and video arts. In the last two semesters (Fall2019-Spring2020), our students have used this lab to finalize ideas; produce industry standard printed portfolios, and exhibition quality 2D artworks. In order to provide our students with opportunities beyond a two-year program, this continued supply of ink and paper is essential for their continued success.

Rationale: (20 pts)
This lab mimics a 21st century work environment. Students taking classes and attending Open Lab hours in F1007 use industry standard equipment to create high quality work with tools that are present in most work environments. Without the continued technical training and familiarity of using these input devices our students will be ill prepared for their intended workforce. This lab is also used by photography students to scan film and prints, edit and retouch photographs in Adobe Light room and Photoshop, and print high quality inkjet prints for commercial or fine art portfolios, and large-scale prints for exhibitions. The Music and Art Department currently has 45 students majoring in Photography. We offer the following photography courses ART236, ART300, ART336, ART337, ART338, therefore every semester there are a total of 11 sections of photography courses with 22 students enrolled, which results in over 200 students currently taking photography. ART101, ART203, and ART243 has a total of 15 sections with 20 students enrolled in each section, which totals to 300 students currently taking design courses. The continued use of this lab in F1007 would significantly expand student skillsets from two-dimensional platforms onwards to three-dimensional design approaches. An integral part of the creative process is the final out put and presentation of the

work. This facility has already improved the quality of the content created by students for class projects and has improved their ability to more precisely realize their vision. Portfolio review and editing is a constant practice within the space. F1007 is also a prime interdisciplinary networking space for students to exchange ideas and explore working relationships with each other.

How will the Project be assessed: (15 pts)

Portfolios of current and previously graduated students will continue to be reviewed by faculty and industry representatives. Current students will continue to be surveyed about their assessment of their industry readiness and preparedness for moving onto a four year program of study.

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

The continued support of the Digital Media Lab and Classroom in F1007 will improve the student experience by providing a highly resourced venue for current sections of required courses in the served majors. By having a continued supply of materials (ink and paper) in F1007 and emulating an industry standard environment in the classroom, enables students to be prepared for 21st-century careers and contribute to workforce development in NYC. This space has already increased student engagement in co-curricular and extracurricular activities, such as leadership and peer mentoring by providing a meeting place for the digital arts club, animation club, and photography club. This space cultivates institutional transformation, innovation and sustainability by supporting professional development opportunities for students. Our young practicing artists can continue to create content of high quality to grow within their fields of study, as well as collaborate with other young artists in adjacent fields and departments.

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: 4
Category J

Project Name: (1 pt) Wireless infrastructure upgrades

Expected Start Date: (1 pt)   7/1/2020   **Expected End Date**: (1 pt)   6/30/2021

Person Responsible: (1 pt)   Christopher Pena/Kale Truong/Amish Batra

New/Continuing: (1 pt)   project

Proposed Budget: (10 pts)
$ 100,000

Project Description: (15 pts)
The project will enhance our current wireless infrastructure in all of our campuses to support the new 802.11ax (Wi-Fi 6) standard. We will be replacing older Access Points with newer versions, installing wireless beacons, and place wireless sensors. These improvements will allow us to test wireless quality from remote locations. The new technology will allow multiple clients to transmit data & voice simultaneously as well as increase network capacity by up to 4 times compared to previous technologies. This will be a continuation of last year's project, Student Tech Fee Project #25.

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 produce physical wireless spectrum tests and heat maps, as well as use our airwave server, to compare performance before & after the upgrade.

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 the wireless experience for all users, with no exception to students which are the primary users of our wireless network.

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: 5
Category J

Project Name: (1 pt) End of Life Network and Voice Hardware Upgrades

Expected Start Date: (1 pt) 7/1/2020   **Expected End Date**: (1 pt) 6/30/2021

Person Responsible: (1 pt) Christopher Pena, Dino Idnani, Flavio Guillermo, Amish Batra

New/Continuing: (1 pt)   project

Proposed Budget: (10 pts)
$ 200,000

Project Description: (15 pts)
This project is to upgrade existing Network Edge and Telephony equipment (Switches, Fiber Cable, Voice Gateway, and other necessary equipment) at all our 4 Campuses to support additional network devices & increase performance of our existing equipment. Among these improvements, our Voice Gateways have reached end of life and will not be supported in the event of an emergency/issue. This will be a continuation of last year's project, Student Tech Fee Project #27.

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. New Voice Gateways will replace older equipment which has gone end of life in 2016, which will limit our ability to support students in the event of an emergency.

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. This upgrade will also get BMCC Voice network to be more reliable and secured network. With provided tools and secure applications, we will have better and safe network.

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 the college can offer reliable services (CUNYfirst, Contact Center, Media Services etc) to all faculty & students. This upgrade of Voice Gateways will provide BMCC with reliable Phone system.

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: 6
Category I

Project Name: (1 pt) Computer Center SIS Applications and Database consulting.

Expected Start Date: (1 pt) 7/1/2020   **Expected End Date**: (1 pt) 6/30/2021

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

New/Continuing: (1 pt)   project

Proposed Budget: (10 pts)
$ 50,000

Project Description: (15 pts)
 Create new applications for Students; maintain and troubleshoot existing applications; Upgrade, monitor and troubleshoot BMCC databases.

Rationale: (20 pts)
This project already delivered strategic components to BMCC's infrastructure, such as ID card system, grade change, graduation, appeals. The expertise of these consulting services is needed to maintain and enhance and create new applications.

How will the Project be assessed: (15 pts)
Project performance is evaluated by IRT technical staff and feedback from affected departments.

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 enhance the stability of the computer services provided by college for the students, and improve the student experience. The Co-Curricular Transcript component will enhance BMCC's position as an innovator, in providing recognition for extracurricular experiences, enabling students to become more competitive in entering the workforce and transferring to other academic institutions.

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 extra physical space.

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 VP for Information Technology fully supports the project.

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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
Category A

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

Expected Start Date: (1 pt) 7/1/2020   **Expected End Date**: (1 pt) 6/30/2021

Person Responsible: (1 pt)
Kale Truong, Anup Gope & Amish Batra

Proposed Budget: (10 pts)
$100,000.00

Project Description: (15 pts)
This project is to enhance security measures in all instructional areas (Desktops, Servers, Wireless Devices etc…) We are improving and implementing various technologies that offer Artificial Intelligence in automation of threat detection and incidence response, via behavioral based machine learning and integration with our ticketing system.

Rationale: (20 pts)
Members of BMCC will occasionally get malicious attempts on gaining their data. This 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)
The improvement and implementation of this technology should further increase visibility and result in both a significant decrease in incident response time and an overwhelming number of incidents discovered in a timely manner. Integration with other tools will centralize and increase automation that allows us to get more unique data crossing the network, go after alerts in a timely manner so we can assess other areas that need work.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)
BMCC IT teams 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, data breaches, device vulnerability and so forth. Enhancement to security will provide a stable and collaborative environment. Will also reduce workload on low level tickets and leave the High-level tickets for active monitoring.

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: 8
Category C

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

Expected Start Date: (1 pt) 7/1/2020   **Expected End Date**: (1 pt) 6/30/2021

Person Responsible: (1 pt) Kale Truong, Anup Gope & Amish Batra

New/Continuing: (1 pt)   project
Proposed Budget: (10 pts)
$ 70,000

Project Description: (15 pts)
This project is to enhance endpoint security, visibility and automation for (Labs, Cafeteria, Servers, Portable devices, Laptops, network devices). We have implemented new end point protection alongside MacAfee. Security integration with the network for access control rules and monitoring of malicious data. We need to continue to improve visibility of our network, while implementing latest and greatest hardening/automatic responses to malicious activity.

Rationale: (20 pts)
We need to further improve visibility and automation into our network while implementing automation. Several vendors claim to offer advanced protection products/implementations that may be superior our current protection, or may be as cost-effective enhancement alongside our security tools. 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)
Using system log monitoring tools to compare the effectiveness of the security tools, and compare the range of detections will give us an understanding of our network visibility while comparing current and new tools

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

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
Category J

Project Name: (1 pt) Improving Security posture

Expected Start Date: (1 pt) 7/1/2020   **Expected End Date**: (1 pt) 6/30/2021

Person Responsible: (1 pt) Christopher Cyril

New/Continuing: (1 pt)   project

Proposed Budget: (10 pts)
$ 40,000

Project Description: (15 pts)
Adding additional security measures to provide additional security of student data, protection from phishing by leveraging multifactor and risk based authentication. Training will also be needed to take full advantage of the various IT systems.

Rationale: (20 pts)
VM encryption is needed to meet CUNY needs for data at rest encryption. Student credential phishing poses a risk to students and may put other students in danger of being scammed

How will the Project be assessed: (15 pts)
VM encryption to provide data at rest security

 Multifactor and Risk based logins

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) 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) 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
Category D

Project Name: (1 pt) Enterprise Computing

Expected Start Date: (1 pt)   7/1/2020   **Expected End Date**: (1 pt)   6/30/2021

Person Responsible: (1 pt)   Christopher Cyril

New/Continuing: (1 pt)   project

Proposed Budget: (10 pts)
$ 75,000

Project Description: (15 pts)
   Deployment of new hardware and software to replace or supplement end of live, out of warranty and unsupported platforms that run various electronic resources utilized by the student. These systems include, but not limited to, AD, SSO, printing, data integration, transcripts & co-curricular transcripts, appeals, etc. Deployment of monitoring and availability systems to ensure the smooth operations of systems running of computing resources.

Rationale: (20 pts)
   Replacement of aging computing infrastructure with newer supported systems. Supplement needs for monitoring, availability systems to ensure the smooth operations of systems running of computing resource. Adding additional software and hardware resources to support the college operations.

How will the Project be assessed: (15 pts)
   Completed and functioning installation of new servers, storage devices, temperature monitoring, uninterruptable power supplies and other hardware as needed. Complete Pro services engagement for the installation of new products and services

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 host services that support the digital needs needed to meet the goals outlined BMCC Strategic Plan 2015---2020: Reaching Greater Levels. Electronic communication, authentication and information resources hosted in the BMCC datacenter are just some of the key technologies that help support those 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) 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
Category D

Project Name: (1 pt) AMAG Version 9.01

Expected Start Date: (1 pt) 7/1/2020   **Expected End Date**: (1 pt) 6/30/2021

Person Responsible: (1 pt) Syed Ali

New/Continuing: (1 pt)   project

Proposed Budget: (10 pts)
$ 20,000

Project Description: (15 pts)
AMAG is basically we use for the access control and for the ID cards where we keep all the user information. Most product can be integrated with the AMAG as a lot of companies use this product and it is compatible as well.

Rationale: (20 pts)
AMAG version 9.01 has more feature than the current we are using right now (8.01). After upgrading it to 9.01 we should be able to set the automation on the reports and compatible with the ASSA ABLOY locks.

How will the Project be assessed: (15 pts)
Currently we are on version 8.01 and 9.01 only has more feature. We can assessed by installing more lock and do the configuration what we can't do on V8.01.

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

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

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
Category J

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

Expected Start Date: (1 pt) 7/1/2020   **Expected End Date**: (1 pt) 6/30/2021

Person Responsible: (1 pt) Leticia Dinkins

New/Continuing: (1 pt)   project

Proposed Budget: (10 pts)
$ 83,700

Project Description: (15 pts)
A proposed budget of $83,700 is being requested to cover this project.

Rationale: (20 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
Certificates of Completion

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 3,300 active users and over 66,000 videos viewed.

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 in line with BMCC's institutional goals: Reaching Greater Levels. The LRC is committed to student success. 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. 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) 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: 13
Category C

Project Name: (1 pt) TutorTrac

Expected Start Date: (1 pt) 7/1/2020   **Expected End Date**: (1 pt) 6/30/2021

Person Responsible: (1 pt) Leticia Dinkins

New/Continuing: (1 pt)   project

Proposed Budget: (10 pts)
$ 7,000

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 continued funding for hosted TutorTrac servers.

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 out reach efforts for the students requiring additional academic support. 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)

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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
Category C

Project Name: (1 pt) UpSwing

Expected Start Date: (1 pt)   7/1/2020   **Expected End Date**: (1 pt)   6/30/2021

Person Responsible: (1 pt)   Howard Harris

New/Continuing: (1 pt)   project

Proposed Budget: (10 pts)
$ 25,500

Project Description: (15 pts)
   In an effort to continue to provide students access to innovative and cutting edge technology, the Learning Resource Center will continue to supplement face-to-face tutorial services by using Upswing as a platform to provide live online tutoring services to all BMCC students. The goal of Online Tutoring is to mirror the in-house services in an interactive atmosphere, particularly to students who may not otherwise be able to visit the LRC in-person. Upswing is a web service that allows educators and students to meet online in real time for virtual tutorial sessions. Upswing will enable the LRC to deliver synchronous online tutorial services with tools like a real-time virtual learning center, live audio/video streams, integrated chat, online whiteboard, application sharing, file transfer, multiple tutoring sessions, and attendance reports.

Rationale: (20 pts)
Currently, the LRC is using Upswing to provide live online tutoring to all BMCC students. In addition, there are several cohort programs such as ASAP and College Discovery who are using Upswing as a platform to provide live online tutoring services to their students. Upswing, is also integrated with Tutortrac and Starfish: Connect to Success to provide real-time tracking of students attending in-person and online tutoring sessions.

How will the Project be assessed: (15 pts)
We will assess the number of unique student 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 is committed to is Strategic Plan Goal 2: Improve the student experience. By doing so, we are

encouraging all students that are unable to participate in face-to-face tutoring sessions, to participate in online tutoring sessions. This effort will afford LRC 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) 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: 15
Category H**

Project Name: (1 pt) Master Control Room Upgrade

Expected Start Date: (1 pt)   7/1/2020   **Expected End Date**: (1 pt)   6/30/2021

Person Responsible: (1 pt) Vinton Melbourne

New/Continuing: (1 pt)   project

Proposed Budget: (10 pts)
$ 65,000

Project Description: (15 pts)
This project is to replace the existing video, audio & data wiring in the Media Center Studio 2 Master Control room as well as better integrate the wiring in the existing server room. This will also possibly cover the installation of equipment purchased during the previous tech fee project for Master Control (postponed due to school shutdown.) This space is used for student video productions as part of the academic curriculum and the server room provides the connections to the existing equipment in the studio as well as the labs across the hall. 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 original to the opening of the Chambers St building and has not kept up with the technology we have installed. For the redesign of Master Control itself, we have 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.) For the rewiring and reintegrating of the server room with Master Control, all the equipment that has been added and/or replaced over the last few years has resulted in a cabling nightmare under the floor that mixes analog with digital and obsolete with new. While reworking the room, this is the time to rewire everything to make it clean, traceable and with the upgraded specifications needed for the newer technology as well as better connect the server room system with the Master Control system for better usage throughout the Media Center support of the labs and studios.

How will the Project be assessed: (15 pts)

Assessment will occur by faculty and students in the video production classes as they are being taught; allowing us to provide for them an industry-standard studio production facility and be able to fully utilize what equipment they will need to understand and operate 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 AVP Jorge Yafar and Chief Superintendent Eric Logo regarding the need for B&G to support this project. They have 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 to have Cat6 cable and other data cable runs. The Media Center consulted with B&G and the VP for Technology regarding the project prior to submitting the proposal and they are prepared to do the installation when the project is ready to take place.

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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: 16
Category H

Project Name: (1 pt) Lecture Halls Audio & Video System Upgrade

Expected Start Date: (1 pt) 7/1/2020   **Expected End Date**: (1 pt) 6/30/2021

Person Responsible: (1 pt) Vinton Melbourne

New/Continuing: (1 pt)   project

Proposed Budget: (10 pts)
$ 75,000

Project Description: (15 pts)
The College intends to upgrade Lecture Halls N451, N452 and N453 located at 199 Chambers Street so it can meet contemporary standards for audiovisual and instructional technology needs, including the presentation of materials in HD formats. These 3 lecture halls will complete the upgrade of the 3 largest teaching spaces at BMCC and are most heavily used by the student/faculty community. It is used by many courses in various curricula. It is also used for guest lectures and other events of an academic nature as well as large-scale testing. Upgrading this facility will provide real benefit to the college community overall as well as providing significant enhancement to classroom instruction.

Rationale: (20 pts)
The current A/V setup in the lecture halls is outdated and failing. This is will finally fix the existing analog problems and bring the lecture halls up to digital standards as well as allow better integration of new technology in the future.

How will the Project be assessed: (15 pts)
The project will be assessed by the requests we have for upgraded media support and connections in the lecture halls from students and faculty who have events and classes that require more recent technology.

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 to have Cat6 cable and other data cable runs. The Media Center consulted with B&G and the VP for Technology regarding the project prior to submitting the proposal and they are prepared to do the installation when the project is ready to take place.

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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: 17
Category J

Project Name: (1 pt) AVID Media Services/Networking

Expected Start Date: (1 pt) 7/1/2020   **Expected End Date**: (1 pt)   6/30/2021

Person Responsible: (1 pt) Vinton Melbourne

New/Continuing: (1 pt)   project

Proposed Budget: (10 pts)
$ 250,000

Project Description: (15 pts)
This project is to support and upgrade the Avid network (including servers, switches and power) used across the curriculum throughout the Media Center facilities. This covers the continuing support and upgrade contract as well as upgrading the network switches, making adjustments to the power capabilities and bringing the network up so that it will better handle higher bandwidth video. This will allow those who use the facilities to continue working with high resolution projects and provide upward compatibility to better bandwidth management.

Ratioionale: (20 pts)
This provides support for hardware/software failure, upgrades as software and OS needs change as well as upgrading servers/switches that are at end of life/end of compatibility.

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: 18
Category D**

Project Name: (1 pt) Titanium Software

Expected Start Date: (1 pt)   7/1/2020   **Expected End Date**: (1 pt)   6/30/2021

Person Responsible: (1 pt) Pedro Perez

New/Continuing: (1 pt)   project

Proposed Budget: (10 pts)
$ 1,800
 (This license will cover remind texts for over 600+ students, with no limit on messages sent over the license year. It covers unlimited 2-way messaging and calling for 600+ students. The discounted unit price is $3.60 per student.)

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 enhance student support and engagement from the point of first contact, throughout students' e-learning course experiences. One of the objectives associated with that goal includes student retention. Titanium is designed to track student contact with counseling and maintain progress notes of student interaction by their assigned counselor. While the information is protected, it also allows for follow-up discussion and planning. Counselors in the program are able to consult with one another to explore challenges and solutions connected with student success in college.

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 modifications 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)

 Since this is a renewal, no further action is required for technical implementation. Appreciation is given to the IT staff for assisting with its installation.

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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
Category D

Project Name: (1 pt) Remind

Expected Start Date: (1 pt)   7/1/2020   **Expected End Date**: (1 pt)   6/30/2021

Person Responsible: (1 pt) Pedro Perez

New/Continuing: (1 pt)   project

Proposed Budget: (10 pts)
$ 2,200
(This license will cover 5 users, in this case counselors, who will be able to schedule students for appointments, track attendance, and follow up with text reminders directly from the software. The renewal covers the basic software package, web components, and calendar sync fees. Nothing else is required to complete the functions for tracking counseling contacts with our students.)

Project Description: (15 pts)
Remind is an online program designed to provide educators a platform to be able to communicate with their students on a regular basis. The program allows for instantly reaching people to share updates and relevant resources. Remind helps to manage setting program goals and even running day-to-day projects. It is built for people in education, and it maintains personal information secure and private using iKeepSafe.
Remind has free offerings to educators that include basic messaging, text messaging, attachments, and translations. The upgraded plan includes those features as well as longer messages, voice calling, access to communication logs, administrative management controls, communication statistics, districtwide messaging, rostering and priority support.

Rationale: (20 pts)
The College Discovery Program engages in multi-levels of communication with students accepted into the program, as well as those targeted for inclusion. Standard communication formats include email, and telephone. However, we have found that most recent high school graduates, and prospective college students, use texting to communicate with friends, family, and others. This program will facilitate stronger communication with current and future students.

How will the Project be assessed: (15 pts)

To assess the utility or usefulness of this software, the monthly reporting feature will be used. The online rosters will be used to determine respondent's level of participation. The project will be considered successful if the majority of students targeted open the communication, and recruitment targets for the year are met.

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 enhance student support and engagement from the point of first contact, throughout students' e-learning course experiences. One of the objectives associated with that goal includes student retention. Clearly, the use of the features of Remind, are aligned with BMCCs Strategic Plan, as it meets students where they are most located – on their cell phones. Remind is designed to provide an online forum for easy, and instantaneous communication with students via text.

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 modifications 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)

We have consulted IT, they can provide access for full installation of Remind. We have previously used the free version.

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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: 20
Category D

Project Name: (1 pt) HUDL Athletics video sharing

Expected Start Date: (1 pt) 7/1/2020   **Expected End Date**: (1 pt) 6/30/2021

Person Responsible: (1 pt) Dakota Olson

New/Continuing: (1 pt)   project

Proposed Budget: (10 pts)
$ 3,200

Project Description: (15 pts)
HUDL is a platform for athletic staff, coaches and student-athletes to share video, create highlights and breakdown game film.

Rationale: (20 pts)
<u>Per CUNYAC policy we are required</u> to upload film to HUDL following each home game. Once the film is uploaded coaches and student athletes will have access to it. Under this plan each game will include a film breakdown by the HUDL staff.

How will the Project be assessed: (15 pts)
The project will be assessed by the percentage of our student athletes sign up for a HUDL account and visits by coaches.

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 help grow our athletic program by increasing access to our game film and improving the ability for our student athletes to be seen by 4 year colleges. In addition, it will help promote our athletic program because we can use the HUDL platform to create highlight reels for games and student-athletes which then can be shared on our social media platforms.

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 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) No technical implementation or support needed from IRT.

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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
Category D**

Project Name: (1 pt) Symplicity CSM Platform

Expected Start Date: (1 pt)   7/1/2020   **Expected End Date**: (1 pt)   6/30/2021

Person Responsible: (1 pt)   Elizabeth Yan

New/Continuing: (1 pt)   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 plus single sign-on (SAML), 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: Communtiy 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) 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: 22
Category D

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

Expected Start Date: (1 pt) 7/1/2020 **Expected End Date**: (1 pt) 6/30/2021

Person Responsible: (1 pt) Dakota Olson

New/Continuing: (1 pt) project

Proposed Budget: (10 pts)
$ 2,700

Project Description: (15 pts)
Continued payments for the BMCC athletic programs, recreational and intramural activities website www.BMCCathletics.com. This is the Web page company used by CUNYAC.

Rationale: (20 pts)
This website allows our department to share scheduling information on the recreational, intramural and athletic activities at BMCC. It is used to promote our 6 athletic teams and provide information to the BMCC community. We also use it to have students sign up for various activities such as swim lessons and intramural teams.

How will the Project be assessed: (15 pts)
This project can be assessed by site usage data, as well as the number of sign ups we receive on the website.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)
This website helps to expand our recreational program to reach all students. By using the website to gauge interest, we can determine which programs we should offer. In addition, the website informs students on the current programs we offer.

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 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) N/A

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
Category D

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

Expected Start Date: (1 pt)   7/1/2020   **Expected End Date**: (1 pt)   6/30/2021

Person Responsible: (1 pt) Harry Mars

New/Continuing: (1 pt)   project

Proposed Budget: (10 pts)
$ 8,000

Project Description: (15 pts)
In continuation from the 19-20 Tech Fee proposal, 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. 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.

Rationale: (20 pts)
* The RFID readers must be compatabile with feeding the data into our CCT system.
* RFID readers will be placed in all club rooms to the computer desktop through USB/Bluetooth 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.
* They will also 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 sustainiability 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) As discussed with the IT team, RFID readers will be placed in all club rooms and other rooms used for students events.

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) We will continue to work with IT to support this technology and access data from the CCT files.

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: 24
Category D

Project Name: (1 pt) People Grove Mentoring Software

Expected Start Date: (1 pt) 7/1/2020 **Expected End Date**: (1 pt) 6/30/2021

Person Responsible: (1 pt) Denise DellaPorta

New/Continuing: (1 pt) project

Proposed Budget: (10 pts)
$ 4,500

Project Description: (15 pts)
Data collection and management seems to be an issue for all programs on campus, but particularly for student service programs in which qualitative data is the priority (like units with mentoring initiatives). It is a time-intensive endeavor. In a single administrator units with student centered missions, balancing the unit mission of student engagement with clerical demands is a constant battle, and one that becomes dependent on student clerical support.

Having a versatile technology platform will increase the efficiency and effectiveness of the unit. Thinking forward, it has the added potential for IR to move to integrated software system should they want to collect cumulative mentoring data on other programs at the college.

We have explored current campus software packages such as Advisor Track, Starfish, and simplicity, but these were not a good fit for the student mentoring programs in my unit; they did not suit all the various tasks and services we provide in user friendly formats. Initially, I requested a tech fee grant to purchase a mentoring software platform offered through the National Mentoring Partnership called MENTORCORE. The basic platform offered us many features that met our needs. It:

• matched and/or rematched active and inactive participants in the program,

• tracked participant engagement in events,

• offered internal communication options and

• draws reports that can be downloaded in excel.

Legacy Data could also be uploaded at no additional cost, a feature which would make it much easier for us to pull longitudinal data as needed much more efficiently, and include both current students and program alumni in the system.

Unfortunately, by the time the grant was approved, MENTORCORE moved forward with a focus ONLY on youth mentoring programs, and its new format had completely different needs and expectations for users. The youth basic model would not work for us at all. MENTORCORE's customized system was completely out of our price range. They deferred all requests for higher education software to a higher ed vendor called PEOPLEGROVE which now provided college student and adult mentoring software service exclusively. PEOPLEGROVE was branded as the replacement platform for Higher Education in place of Mentorcore, featuring the same components of the former higher ed mentorcore platform. It provided an online, cost-effective, cloud-based system which is customizable to our needs and objectives while fostering a strong network for all stakeholders. 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.

The platform is cloud-based, available on any device, and fully branded. The college owns all our own data, and longitudinal data can also be uploaded without additional cost. In addition to meeting our key requirements, the platform set up is fully customizable to our needs and timeline. This is a huge advantage over any other competition.

Rationale: (20 pts)
The goal of this proposal was to implement an online platform to support IMPACT & Crear Futuros mentoring initiatives while serving the needs of all the relevant stakeholders at CUNY BMCC. After researching a number of other platforms, none had a base model in our price range which would align with our needs.

We have explored current campus software packages such as Mentorcore, Advisor Track, Starfish, and Simplicity, but these were not a good fit. They did not suit all the various tasks and services we provide in user friendly formats, and did not adapt well for different user roles. Furthermore, these platforms are not specifically for mentoring, which is what we were looking for. 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 built-in coaching that supports career preparedness and student skill attainment that is customizable for each campus

• Customized branding and built-in email marketing to enhance institutional prestige

• Intuitive for all user types (students, alumni, established professionals, admins, etc.)

• Robust data capture and analytics

How will the Project be assessed: (15 pts)

Once we are at full launch capacity, we will be able to use the analytics tools on the platform to generate analytics on our members, levels of engagement and test ways we can roll out full use of the platform (since we have yet to do this, it is hard to offer specifics on platform operations). The program support team from the program with compare past best practice with platform capabilities to assess how well the platform meets our program needs.

In addition, we will add questions to our midsemester program evaluation process and end of semester survey that is sent to all program participants and use their responses to get participant feedback in using the platform.

We can then use this data to both assess the platform functionality in meeting our tracking needs as well as our participant experience using 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 aligns with the following Strategic goals and Objectives:

-Strategic Goal #2 IMPROVE THE STUDENT EXPERIENCE

- Strategic Objective #8: ENHANCE TIMELY, CONCISE AND TARGET COMMUNICATION WITH STUDENTS

- Strategic Objective #11: INCREASE STUDENT ENGAGEMENT IN CO-CURRICULAR/ EXTRACURRICULAR ACTIVITIES SUCH AS LEADERSHIP, PEER MENTORING AND ATHLETICS

- Strategic Initiative #20: STRENGTHEN THE PRACTICE OF EVIDENCE BASED DECISION-MAKING & RESOURCE ALLOCATION USING ASSESSMENT DATA

As a community college, many of our students struggle to maintain a work/life/school balance that supports their personal development and goals. Student engagement is often problematic because of a lack of time and students feel limited in being able to engage in supportive networks that work around their schedules.

As a mentoring program, we would like to be in a position to use innovative technology to problem solve supporting these students more effectively. PeopleGrove software platform fosters a robust network and facilitate meaningful connections between current students, staff and alumni. It would enable us to build out mentoring networks where they are most needed, while developing the institutional structure and expertise to scale up in the long term. PeopleGrove is the only networking and mentorship platform for students/alumni that has video chat built directly into the platform, allowing students with limited time or ability for on-campus engagement to still participate in meaningful mentoring relationships. This is just one example of how the PeopleGrove team of world-class engineers

continue to enhance the platform to drive meaningful engagement and a positive user experience. It offers service to student and staff that is versatile and flexible in meeting their needs.

PeopleGrove provides a comprehensive solution to engage students, alumni, and campus partners in a number of different ways. For example, PeopleGrove's Scheduling Tools allow users to sync their respective calendars (Google, Outlook, etc.) and seamlessly schedule times to meet to meet in person, commit to phone sessions arrange video call within the system. In contrast, other platforms lack equivalent feature breadth, causing administrators, alumni, students and others to have to switch back and forth between different software, leading to an inferior and confusing user experience. The platform also provides a real-time message proofreader that provides guidance to students on crafting an effective professional messages to a potential to other stakeholders which supports skill development.

Designed specifically for mentoring program engagement and management, this platform will provide individual, group, and aggregate real-time data. This has the added bonus of enabling for my team to identify trends more quickly, make more effective decisions, and better manage student success outcomes.

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 project is cloud-based and requires no physical space or space modification.

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) As this is a continuing project, and we are in the final stages of readiness for a full launch, we have been working with Kharram as a consultant. PEOPLEGROVE tech support will handle all program related issues once the full launch occurs. We only need minimal consultation time with a campus IT representative to complete our tasks. Primarily, the last phase includes setting up access for PeopleGrove through the BMCC Portal (creating the icon/ link) and adjusting our departmental email peermentoring@bmcc.cuny.edu so that it can be used by support staff independently from my staff email. These two last pieces were in progress as the campus closed, and have been delayed. Kharram told us at that time neither of these tasks would be labor intensive and are a co tinuation of the work to be completed in the current year. As a result, no new tech support would be needed next year (pending the campus reopening so we can complete these already approved tasks) within the current year.

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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
Category D

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)   7/1/2020   **Expected End Date**: (1 pt)   6/30/2021

Person Responsible: (1 pt) Thomas Harbison

New/Continuing: (1 pt)   project

Proposed Budget: (10 pts)
$ 25,000

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. Due to COVID-19 and our move to fully online courses, many more departments and faculty have requested this service as vital to course engagement and student success. We've had a 25% increase in demand for the service and expect an even greater increase in demand for usage this coming fall 2020.
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.

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) 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
Category F

Project Name: (1 pt) Streaming media databases (Library)

Expected Start Date: (1 pt)   7/1/2020   **Expected End Date**: (1 pt)   6/30/2021

Person Responsible: (1 pt)   Kathleen Dryer

New/Continuing: (1 pt)   project

Proposed Budget: (10 pts)
$ 110,000

Project Description: (15 pts)
We are splitting our database fund into two projects - one for non-streaming media/text databases and one for streaming media databases in order to better track costs. This amount reflects price increases for databases.

Rationale: (20 pts)
Students and faculty rely on access to our streaming media databases for assignments and to enhance pedagogy. Now, that we are working remotely we cannot purchase DVDs for faculty to show in class. Our streaming media databases have always been heavily used and now that so many classes will be held remotely into the fall semester, these subscriptions are more important than ever.

How will the Project be assessed: (15 pts)
We regularly look at usage data and cancel low use databases as needed.

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

BMCC faculty use media materials for their pedagogy quiet frequently. Having these subscriptions will improve their experience in the classroom and allow them to successfully complete their 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) 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
Category F

Project Name: (1 pt) Library databases

Expected Start Date: (1 pt) 7/1/2020   **Expected End Date**: (1 pt)   6/30/2021

Person Responsible: (1 pt) Kanu Nagra

New/Continuing: (1 pt)   project

Proposed Budget: (10 pts)
$ 110,000

Project Description: (15 pts)
We are splitting our database fund into two projects - one for non-streaming media/text databases and one for streaming media databases in order to better track costs. This amount reflects price increases for databases.

Rationale: (20 pts)
Students and faculty rely on access to ejournals, ebooks, and other textual databases for their research and assignments.

How will the Project be assessed: (15 pts)
We regularly look at usage data and cancel low use databases as needed.

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.

Having these subscriptions will improve the student experience in the classroom and allow them to successfully complete their coursework.   Access to newspapers such as the New York Times and the Wall Street Journal help make them informed citizens.

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
Category J

Project Name: (1 pt) Library laptop loaner program

Expected Start Date: (1 pt)   7/1/2020   **Expected End Date**: (1 pt)   6/30/2021

Person Responsible: (1 pt)   Kathleen Dryer

New/Continuing: (1 pt)   project

Proposed Budget: (10 pts)
$ 50,000

Project Description: (15 pts)
We purchase new laptops every year to replace old equipment and to expand the amount of equipment we can provide to students.   We always purchase carrying cases for the laptops to help prevent damage to them. We are also purchasing 25 additional power cords as these often go missing.

Rationale: (20 pts)
The program is very popular and we often do not have any laptops to loan out. Labs are very full across campus and having the laptops and tablets available gives students better access to the resources they need to write and research papers, conduct job searches, and learn new skills. As we grow our equipment collection, we will be able to loan out equipment for longer periods so that students can use them off campus.

How will the Project be assessed: (15 pts)
We use circulation data to track how often the equipment is used.

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

Students will have the tools they need to successfully complete coursework which will improve their experience and give the a better chance of completing their degree.

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

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
Category J

Project Name: (1 pt) Service contract for laptop kiosk

Expected Start Date: (1 pt) 7/1/2020   **Expected End Date**: (1 pt) 6/30/2021

Person Responsible: (1 pt) Kathleen Dryer

New/Continuing: (1 pt)   project

Proposed Budget: (10 pts)
$ 10,000

Project Description: (15 pts)
This service contract is needed to maintain the self check-out kiosk.

Rationale: (20 pts)
The self check-out kiosk is very popular (as are the laptops). This service contract will allow to maintain the equipment so that it works properly for students.

How will the Project be assessed: (15 pts)
We use circulation data to track how often the laptops in the kiosk are checked out.

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

The kiosk gives students access to the laptops so that they can complete their assignments. Having access to this equipment also improves their experience as 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

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
Category J

Project Name: (1 pt) Graphing calculators

Expected Start Date: (1 pt)   7/1/2020   **Expected End Date**: (1 pt)   6/30/2021

Person Responsible: (1 pt)   Kathleen Dryer

New/Continuing: (1 pt)   project

Proposed Budget: (10 pts)
$ 3,400

Project Description: (15 pts)
Purchase 50 graphing calculator for use by students

Rationale: (20 pts)
We have 40 graphing calculators and they often all checked out. Adding these calculators will allow us to meet demand. The calculators are using in both Science and Math courses.

How will the Project be assessed: (15 pts)
We use circulation data to track how often the calculators are used.

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

Students will have the tools they need to complete their coursework which is improve their experience and allow them to successfully complete their 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) 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

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: 31
Category J

Project Name: (1 pt) Add on laptop and tablet kiosk

Expected Start Date: (1 pt)   7/1/2020   **Expected End Date**: (1 pt)   6/30/2021

Person Responsible: (1 pt)   Kathleen Dryer

New/Continuing: (1 pt)   project

Proposed Budget: (10 pts)
$ 31,000

Project Description: (15 pts)
The add-on 12 bay kiosk will allow us to provide students with more access to equipment. This is particularly important when there are lines at the media desk (where the equipment is checked out). This kiosk accommodates iPads as well as laptops.

Rationale: (20 pts)
The program is very popular and we often do not have any laptops loan out. Labs are very full across campus and having the laptops and tablets available gives students greater access to the resources they need to write and research papers, conduct job searches, and learn new skills.

How will the Project be assessed: (15 pts)
We use circulation data to track how often the equipment in the kiosk is checked-out.

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

The add-on kiosk will allow students more access to equipment and also allow to provide iPads, of which we have few.

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: 32
Category J**

Project Name: (1 pt) Warranty renewal for current laptops and tablets

Expected Start Date: (1 pt) 7/1/2020   **Expected End Date**: (1 pt) 6/30/2021

Person Responsible: (1 pt) Kathleen Dryer

New/Continuing: (1 pt) project

Proposed Budget: (10 pts)
$ 10,000

Project Description: (15 pts)
We are renewing the warranties for laptops that we already have.

Rationale: (20 pts)
By keeping the warranties current, we can have damage repaired and keep as many laptops in circulation as possible. Since the laptops circulate so frequently, they are often damaged. Most of the damage can be repaired under the warranty. The more laptops we have available, the better it is for students.

How will the Project be assessed: (15 pts)
We track how often we send laptops to be repaired. We also keep track of the number of laptops we have available for circulation.

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

By having as many laptops in circulation as possible, we ensure that students have greater access to the tools they need to complete their 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) 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

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
Category A

Project Name: (1 pt) Utilization of Labster laboratory simulation software for student engagement in distance learning science labs

Expected Start Date: (1 pt) 7/1/2020   **Expected End Date**: (1 pt)   6/30/2021

Person Responsible: (1 pt) Siddharth Ramakrishnan, Brian Rafferty, Lalitha Jayant

New/Continuing: (1 pt)   project
Proposed Budget: (10 pts)
$ 20,000

Project Description: (15 pts)
With the sudden shift in teaching towards online learning,
students especially in the sciences have been affected with lack of hands-on lab experiences. While there are different ad-hoc simulations that faculty have cobbled together for classes, these are time-intensive and take away from valuable time needed to prepare for lectures and interact with students. Further, this will alleviate student costs incurred through purchasing lab manuals or kits.
WHY LABSTER:

   With Labster laboratory simulation software (https://www.labster.com/), we will be able to reach a wide variety of students across biology and chemistry, targeting over 150 sections and 5000 students - thereby giving students the valuable lab experience that they are missing. With over 100 lab simulations, the Labster labs can provide students with knowledge in topics ranging from molecular biology to analytical chemistry. This provides each instructor an opportunity to customize their labs by picking and choosing those simulations and labs that they believe will reinforce the course material. Simulations are also interactive where students are actually performing the labs rather than merely watching it as other simulations or videos are. These simulations stop students from proceeding further when there is an error in the data they have collected, or in the protocol they are following. This gives students a sense of participation and involvement in the lab exercises. The exercise also checks students for their understanding of the concepts and theory by periodic quizzing thus giving students an opportunity to check and correct themselves.

Rationale: (20 pts)

With the uncertainty revolving around online/distance learning, students
in the sciences are losing out on valuable experiences associated with hands-on laboratory
techniques. With the Labster lab simulation software faculty will be able to re-calibrate their
laboratory exercises and allow students to engage with simulations that will provide them with
valuable learning experiences. The license requested can be used across different disciplines -
with a range of topics from cellular to organismal to systems biology, fundamentals in both
organic and physical chemistry, as well as the basics of scientific methodology and experimental
design. Using this license, faculty time will be freed up to better design and teach their courses as
opposed to hunting for resources for students.

How will the Project be assessed: (15 pts)
Students will be asked to answer surveys based
on these lab experiences. A pre-test will be given to gauge student level. Ongoing assessment
such as in class assignment and pop quizzes will be conducted at regular intervals throughout the
semester. These would involve conceptual questions regarding the materials learnt.Its purpose is
to find out the degree to which students are performing the activities and participating in the
simulations. This will be helpful in assessing the interest and learning profile of students.Based
on student performance labs and simulations can be adjusted to better facilitate student growth.
Lab quizzes, final tests and a post test will be used as summative assessments.
Student performances on these will be compared against sections of the course (taken over the
summer) that do not use these resources. Faculty from both Chemistry and Biology will be
involved in the lab planning - we will also quantify the total number of students using the
simulations, level of engagement (based on page views and assignment completion) and final
grades. The faculty are planning to submit an IRB to formally study the impact of using these
online models and publish their findings.
An OpenLab (https://openlab.bmcc.cuny.edu/) community for online lab education will be
created to curate the teaching experiences of faculty, student interactions to better design
implementation of these simulations.

**How will this project further the institutional goals as stated in the BMCC Strategic Plan
2015--2020: Reaching Greater Levels:** (15 pts)
Focusing on the first point of the strategic plan, "Strengthen readiness of the college", having a
platform we can rely on for online lab simulations will better prepare us to transition online
should need arise again. This will also create a resource long -term to supplement in-lab training,
thereby helping accommodate students who have different abilities or learning styles.
Focusing on the second goal of the strategic plan, "Improve student experience", Labster will
allow students to actually participate in the labs instead of just watching videos or completing
worksheets. Hands-on labs have been shown to improve student engagement leading to greater
retention and graduation success. While simulations cannot replace the in-person labs
completely, they do offer a viable alternative a)for emergencies; b) for equity in case of students
who can only participate via distance learning and for those with accomodations and c) for
students to learn at their own pace.

**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. We are requesting money for licenses that can be used for online simulations,
curriculum planning and student engagement.

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)

We have spoken with the Director of E-Learning who assured us of support. The Labster simulations can be run on their website and does not require additional technological resources from the students. Labster itself will provide help with troubleshooting issues regarding the software.

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: 34
Category J

Project Name: (1 pt) Creating Open Lab for Students taking CIS courses

Expected Start Date: (1 pt) 7/1/2020   **Expected End Date**: (1 pt) 6/30/2021

Person Responsible: (1 pt) Tak Yuen

New/Continuing: (1 pt)   project

Proposed Budget: (10 pts)
$ 50,000

Project Description: (15 pts)
The project will convert an existing classroom (F909) into an open computer lab with new furniture and computers. The lab will contain 32 workstations with retractable desks and one instructor's computer. The current furniture will be replaced with more versatile furniture which will allow an enhanced teaching/learning environment. The project will also install state-of-the art workstations enabling CIS/CNT/CSC students work on their cutting edge classwork.

Rationale: (20 pts)
Currently, there are no "open lab" rooms available on the 9th floor for CIS/CNT/CSC/GIS major students to do their course work outside of the class times. Since 9th floor in Fiterman Hall is specially configured for CIS related coursework, the students end up doing their academic work around scheduled class meeting times of the 9th floor lab classrooms. This leads to a scarcity of available times during which students can do their work in the CIS compatible lab rooms.

To address this deficiency, F909 will be converted into an open computer lab and will be made available to students at an expanded schedule. The CIS Department will manage and maintain the lab ensuring that students have access to all software required by CIS courses. The existing tables will be replaced with computer workstation furniture with retractable computers which allow the lab room to be used in multiple learning modes.

Each retractable armed table will contain a new "all in one" computer that is capable of running all of the software for the courses that the CIS department offers including new courses such as Cryptography and Data Analytics. The new and upgraded workstations will be more versatile to handle newer operating systems, run more numerous virtual machines and meet the demanding processing requirements.

How will the Project be assessed: (15 pts)
The project will be assessed according to the following criteria:

- The number of students served by F909 within a semester
- The number of course related software installed in F909.

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 preparation of students for 21st-century careers and contribute to workforce development in NYC by establishing an infrastructure on which the students can acquire cutting edge technical skills.

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)
Mr. Yafar has stated that they would conceptually support the project, pending the review and approval of the details of the project as it relates to the room configuration.

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)
V.P. Spadaro indicated that he does not foresee any technical issues with the project. He suggested to contact Mr. Yafar and get Provost Wong's approval. Provost Wong approved the project.

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
Category D

Project Name: (1 pt) CareerCoach

Expected Start Date: (1 pt)   7/1/2020   **Expected End Date**: (1 pt)   6/30/2021

Person Responsible: (1 pt)   Carei Thomas/Manuel Romero

New/Continuing: (1 pt)   project

Proposed Budget: (10 pts)
$ 23,000

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-digestible 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). 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.

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. The API from Career Coach, always real-time career data to display on the website.

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)

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 software has already been implemented by Career Coach and Public Affairs.

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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: 36
Category D

Project Name: (1 pt) DegreeWorks Maintenance

Expected Start Date: (1 pt)   7/1/2020   **Expected End Date**: (1 pt)   6/30/2021

Person Responsible: (1 pt)   Carei Thomas

New/Continuing: (1 pt)   project

Proposed Budget: (10 pts)
$ 22,400

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 FACT 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)
DegreeWorks provides an interactive academic advising and degree auditing tool that ties to Strategic Plan Goals #2 and 3 - "Improve the student experience" and "Facilitate timely degree and completion, graduation and transfer". The DegreeWorks system allows students to see an audit of the courses/requirements needed to complete their degree as well as how courses taken will apply to their program. In addition, the system allows for a digital record of advisement sessions along with what courses are advised for at each encounter.

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)

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: 37
Category D

Project Name: (1 pt) Dynamic Forms software to integrate with Federal Work Study Online Job Placement System

Expected Start Date: (1 pt) 7/1/2020   **Expected End Date**: (1 pt) 6/30/2021

Person Responsible: (1 pt) Luis Mendez

New/Continuing: (1 pt)   project

Proposed Budget: (10 pts)
$ 6,600

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. We are able 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.

Rationale: (20 pts)
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.

How will the Project be assessed: (15 pts)

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)
This software has been used by our students as an option to submit their verification documentation as per federal regulations. With the current situation of COVID19 and working remotely due to campus closure this system is the only means for our students to complete their required financial aid verification for the current and upcoming academic year.

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

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: 38
Category D

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

Expected Start Date: (1 pt) 7/1/2020 **Expected End Date**: (1 pt) 6/30/2021

Person Responsible: (1 pt) Luis Mendez

New/Continuing: (1 pt) project

Proposed Budget: (10 pts)
$ 15,600

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. Initially funded through the 2006-2007 Technology Fee program the development phase is completed and began with a soft launch in summer '10 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 $15,560.

Rationale: (20 pts)

How will the Project be assessed: (15 pts)

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

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: 39
Category A

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

Expected Start Date: (1 pt) 7/1/2020   **Expected End Date:** (1 pt) 6/30/2021

Person Responsible: (1 pt) Everett Flannery

New/Continuing: (1 pt)   project

Proposed Budget: (10 pts)
$ 40,000

Project Description: (15 pts)
The simulators that were purchased more than 25 years ago are very to maintain and require both upgrades and preventive maintenance.in order 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 the cost of sending repair technicians from Florida to New York. The company also charges the cost of housing them plus labor and materials. 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.

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: 40
Category D

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

Expected Start Date: (1 pt)   7/1/2020   **Expected End Date**: (1 pt)   6/30/2021

Person Responsible: (1 pt)   Sussie Gyamfi

New/Continuing: (1 pt)   project

Proposed Budget: (10 pts)
$ 7,500

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, the Scholarship Office can maintain scholarship details and manage the entire scholarship process through a single, easy-to-use application.

Rationale: (20 pts)
The software enables students to apply for the BMCC Foundation Scholarship and several other outside scholarships on-line. It helps 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 has also made it easier for students to find scholarships 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)
The project will be assessed by gathering from students at the end of each application cycle. (Students will respond to short answer questions of their impression and accessibility of the system.) This will help us makechanges to the system.

How will this project further the institutional goals as stated in the BMCC Strategic Plan 2015-2020: Reaching Greater Levels: (15 pts)
The system achieves data from past semesters/years. This data will help us focus on different groups of cohort. And therefore, be able to compare the different cohort from year to year, semester to semester and so forth. More importantly, we will eb able to get feedback from applicants on things like—why they did not complete the process, what they found to be challenging and so forth. We will be able to 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) N/A