

BMCC STUDENT TECHNOLOGY FEE PLAN

Academic Year 2017-2018



| 199 Chambers Street, New York, NY 10007

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Committee Members

25% (3/12) of the committee are students

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

Karrin Wilks, *Provost and Senior Vice President, Academic Affairs*

Elena Samuels, *Assistant Vice President, Finance*

Alison Young, *Business Manager*

Kathleen Dreyer, *Director, Library*

Michael Hutmaker, *Dean, Student Affairs*

Everett Flannery, *Chairperson, Respiratory Therapy Program*

Christopher Stein, *Chairperson, Media Arts and Technology*

Joel Hernandez, *Chairperson, Science*

Kevin Zambrano, *Student*

Yousaf Khan, *Student*

Arvis Sunani, *Student*

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Budget Summary

	Academic Calendar Year 2017/2018
Staff Costs (List each position, title, salary and fringes)	
HE Associate, HE Asst and Asst to HEO	\$427,544
Info Syst Asso, Info Syst Specialist, Info Syst Asst and IT Support Asst	\$390,808
	\$0
Fringe Benefit	\$417,360
Sub-Total	\$1,235,712
Consulting	
SIS App Development & SSO Integration	\$100,000
Sub-Total	\$100,000
Hardware, Networking, Peripherals	
<i>Personal Computers/Servers/Lapi</i> <i>Quantity</i>	
PCs	\$343,062
Laptops	\$45,000
Servers	
Printers/Scanners	\$0
Printers	\$0
Projection Device	\$250,000
Routers/Hubs/Wiring	\$400,000
Infrastructure	
Tablet	
Wiring	\$0
Cameras and Equipment	\$150,000
Other	\$749,864
Sub-Total	\$1,937,926
Software	
<i>(Provide product name and estimated cost, if known)</i>	
Degree Works	\$17,081
Warrenties for the Human Patient Simulator	\$35,141
Athletic Webpage	\$4,300
CareerSpots	\$3,000
CSM Platform	\$12,950
SoftChalk Create	\$8,000
Titanium Software - College Discovery	\$2,520
FWS Job Placement System	\$14,350
Pilot: Personalized/Adaptive Learning Platforms	\$11,200
Experiential Learning using eye tracking	\$25,000
Network Edge, Core and Data Center Upgrade	\$100,000
Wireless Infrastructure Enhancement	\$25,000
Advancement of security for instructional to prevent botnet	\$100,000
Avid Media Services	\$200,000
Maxient Judicial Software	\$25,000
Office of Accessibility Assistive Technology Upgrade	\$14,062
Next Gen	\$6,500
PyraMed Electronic Medical Record	\$13,200
Orgsync	\$11,000
Software License Renewals	\$95,000
Sub-Total	\$723,304
Library Electronic Databases	
Renewal of database and subscrip	\$190,000
Sub-Total	\$190,000

Budget Summary

Furniture	
	\$0
Sub-Total	\$0
Construction	
	\$0
Sub-Total	\$0
Faculty Development and Training	
	\$0
Sub-Total	\$0
Miscellaneous	
TV Studio Virtual//set Furniture	\$100,000
Evergi Haven Understanding Sexual Assault Online Student Training	\$10,000
COMEVO Online Orientation	\$7,500
Sub-Total	\$117,500
Enterprise Initiatives (Blackboard, Email, Academic Advisement, Etc.)	
STI	\$454,791
UWI	\$880,713
Sub-Total	\$1,335,504
TOTAL	\$5,639,946

Academic Affairs

Project 1.

Project Name: Warranties for the Human Patient Simulators
Expected Start Date: July 1, 2017
Expected End Date: June 30, 2018
Person Responsible: Everett Flannery
Proposed Budget: \$35,141

Description of Project: The Nursing and Allied Health Sciences faculty use the human patient simulator to teach students how to perform procedures in critical care and life threatening situations. These simulators are very expensive, highly sophisticated, technologically complex computer controlled devices. It is imperative that they be covered by warranties so that they can be serviced in case of malfunctions.

Rationale:

New/Continuing: Continuing Project

Assessment: The assessment consists of completions of laboratory assignments of procedural skills as well as student satisfaction surveys of their experiences in the lab.

Academic Affairs

Project 2.

Project Name: DegreeWorks Maintenance

Expected Start Date: July 1, 2017

Expected End Date: June 30, 2018

Person Responsible: Carei Thomas

Proposed Budget: \$17,081

Project Description:

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

Rationale:

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.

New/Continuing: Continuing Project

How will the Project be assessed: This project can be assessed by the usage of the software.

Academic Affairs

Project 3.

Project Name: Point of Care Blood Gas Analysis

Expected Start Date: July 1, 2017

Expected End Date: June 30, 2018

Person Responsible: Everett Flannery

Proposed Budget: \$24,863

Project Description: We will purchase a point of care blood gas analyzer that has the capability of analyzing a patient's arterial blood for oxygen, carbon dioxide, acid base and other hemodynamic and cardiopulmonary parameters. Laboratory skill sessions will be incorporated into the curriculum to prepare the students for what they will observe and then eventually perform at their assigned clinical rotations.

Rationale: Traditionally, all blood and urine tests performed in hospitals are done in a centrally located medical laboratory. However, in the last few years, more and more hospitals are purchasing "point of care analyzers" that provide instantaneous results at the bedside to assist in making timely decisions about managing patients. This is especially true in intensive care units where changes in a patient's critical condition require constant monitoring and subsequent modifications to therapy as needed.

One of the most important functions a respiratory therapist performs is monitoring and managing critical care patients who are on mechanical ventilators in intensive care units. To do this competently requires a respiratory therapist to draw arterial blood from a patient and inject the blood into a blood gas machine, analyze the results and then make appropriate changes to the ventilator settings. Since almost all of the hospitals we send students to have these "point of care analyzers", we are mandated under accreditation "Essentials" to provide this kind of training to our students prior to graduation.

New/Continuing: New

How will the Project be assessed: Laboratory exercises will be given to the students and they will be trained and tested both in the laboratory and at the clinical site to determine their proficiency in performing “point of care analysis.”

Academic Affairs

Project 4.

Project Name: Pilot: Personalized/Adaptive Learning Platforms to Enhance Student Learning

Expected Start Date: July 1, 2017

Expected End Date: June 30, 2018

Person Responsible: Gina Cherry and Jean Amaral

Proposed Budget: \$11,200

Project Description: A number of companies now offer services such as test banks, personalized/adaptive learning, and learning analytics to supplement open educational resources (OERs). These additional services are provided at a cost of \$20-\$40 per student, depending on the course and the company. We propose to pilot the services offered by several of these companies, selected from the list of vendors shown at the end of this proposal. The proposed budget would cover the cost of student subscriptions and modest stipends for training for participating faculty.

Rationale: BMCC has become a leader in the movement towards open/alternative textbooks, which are available at no cost to students. By the end of the spring semester, more than 70 BMCC faculty from 14 departments will have completed the BMCC Open/Alternative Textbook Program, led by the Library and CETLS. The platforms we propose to pilot have the potential to greatly enhance the student experience with OERs and further expand the use of OERs by BMCC faculty.

Personalized/adaptive learning platforms have the potential to improve student outcomes by offering personalized study plans and metacognitive guidance for students. These platforms also provide analytics that offer instructors more insight into student performance, and the ability to easily send personalized messages to students based on their performance.

Personalized learning platforms that incorporate OERs also have the potential to encourage broader adoption of OERs. Some faculty are reluctant to adopt OERs because they generally do not include the test banks and other supplemental materials offered by textbooks publishers. The platforms that we propose to pilot offer these materials at a substantially lower per student cost.

The proposed budget includes student subscriptions for 8 courses (2 courses from each of 4 vendors at an average cost of \$30/student subscription and an estimate of 30 students per class – total of \$7200) and stipends for 8 faculty members to participate in training (\$500 per faculty member for a total of \$4000).

New/Continuing: New

How will the Project be assessed: Faculty participating in the pilot will use a rubric to evaluate the selected personalized learning platforms. We will also collect user feedback from students enrolled in classes that make use of these platforms to assess ease of use and how the platforms contribute to student learning. We will use this information to make recommendations about whether personalized learning is beneficial for our students, which platforms are the best fit for BMCC, and whether/how to continue this project beyond the pilot.

Personalized Learning Vendors

Lumen Learning Waymaker	http://www.intelluslearning.com
http://lumenlearning.com/courseware-waymaker/	PanOpen
Carnegie Mellon Open Learning Initiative	https://www.panopen.com/
https://oli.cmu.edu/	Fishtree
Knewton	https://www.fishtree.com/solutions/higher-ed
https://www.knewton.com/	LrnR
Intellus Learning	https://www.lnr.us/

Academic Affairs

Project 5.

Project Name: Experiential learning using eye tracking in Psychology
Expected Start Date: Fall 2017
Expected End Date: Continuous
Person Responsible: Helene Bach and Marjan Persuh
Proposed Budget: The amount of \$50,000 is requested for the purchase of eye-tracking system, which includes eye-tracker, PC and software.

Project Description: Shortly after its introduction in the Fall of 2016, a major in Psychology has become one of the top choices for BMCC students. Professors in the BMCC Social Sciences department are committed to providing students with practical, hands-on experience, in which students can directly explore psychological mechanisms learned in the classroom. Eye movement is a particularly attractive area for exploring psychobiology. Tracking eye movement reflects the practical application of psychological theory and is critical to maintaining a state-of-the-art research environment since the future of human computer interactions likely will involve commands issued by eye movements. To expose psychology students to high impact teaching methods, we propose the purchase of the eye tracking device to be used in group activities for introductory psychology classes and more extensively in the capstone courses, in which students develop individual research projects. The eye tracking device will allow the development of attentional and memory paradigms allowing students to directly assess and monitor the role of eye movements in these processes. The equipment will be housed in the Social Sciences Research Laboratory and will be accessible to all faculty and student researchers who are trained to use it.

Rationale: BMCC is becoming a top research institution among community colleges, in which a significant proportion of faculty engage students in research projects through classroom based research or individual mentorship. Additionally, BMCC is investing its resources into the development of the STEM pipeline with special emphasis on attracting under-represented minority students in STEM to Psychology. To further develop and strengthen its research and experiential learning momentum, we need to invest in technologies and equipment that provide students with possibilities to explore core

topics learned in the classroom and technologies that will be used in future applications and everyday use. Eye tracking is becoming an increasingly popular and hands free method of human computer interaction; importantly, it is also an important tool used to explore, track and evaluate various psychological processes, indexed by the eye movements. An eye tracking device will allow students and faculty to engage in important, current and engaging experiential learning activities with a tremendous expansion in research projects and potential for peer-reviewed publication and external grant funding.

If funded, we will purchase the eye tracking system “EyeLink 1000 Plus” from the company SR Research. Every 1000 Plus system consists of a Core System - the 1000 Plus Camera and Host PC (Laptop or Workstation PC) and a Mount - one of several interchangeable mounts that hold the camera in place while providing infrared illumination. Every 1000 Plus Core System includes perpetual software updates and technical support with no hidden fees. Example code and programs are freely available for Windows XP / Vista / 7, MacOS X, and Linux. Along with the 1000 Plus Camera, the Host PC processes and records eye movement data. The Host PC runs on a dedicated real-time operating system and acts as a data server.

New/Continuing: New

How will the Project be assessed: Use of this new addition to the research enterprise will be assessed in several different ways. Primarily, the Office of Research will keep track of number of projects, faculty and students who are actually using the equipment. This will be a direct assessment of integration of this system into the college’s research endeavors. We will also assess the number of national academic conferences (by students or faculty), publications and grants where data collected using this equipment will be presented as an indication of the direct contribution to faculty and student success as researchers. We will also use the Student Assessment for Learning Gains, a validated survey that measures attitudes towards research, for any groups of students that are exposed to the equipment via integration into high impact classroom learning by their professors.

Enrollment Management

Project 6.

Project Name: Federal Work Study (FWS) Online Job Placement System (Annual Renewal of Ongoing Project)
Expected Start Date: July 1, 2016
Expected End Date: June 30, 2017
Person Responsible: Ralph Buxton
Proposed Budget: \$14,350

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

Rationale: Initially funded through the 2006-7 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 \$15,000.

New/Continuing: Continuing Project

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

Enrollment Management

Project 7.

Project Name: Next Gen Web Solutions – Scholarship Manager
Expected Start Date: September 1, 2016
Expected End Date: June 30, 2017
Person Responsible: Sussie Gyamfi
Proposed Budget: \$6,500

Description of Project: Scholarship Manager is web-based software that matches students with school specific scholarships based upon their profile. With Scholarship Manager, the Scholarship Office can maintain scholarship details and manage the entire scholarship process through a single, easy-to-use application. We no longer have to manually enter all students' submitted applications.

Rationale: This software enable students to apply for several BMCC scholarships on-line quickly. It also make it easier for students to find scholarships in our database; instead of them going through several scholarships on the scholarship page, all they have to do is to enter a keyword and find scholarships that match their criteria. This allows students to review and apply for several scholarships faster. We are also able to enter new scholarships, manage and award scholarships, review and edit the student application information.

New/Continuing? Continuing

How will the Project be assessed? Besides being able to entirely eliminated paper application, the software manages multiple scholarship application cycles per year, meaning students can apply for either fall or spring scholarships. For those students who were denied a scholarship prior, when they reapply, their biographical information is auto filled. They also they have the choice of using their old letters of recommendation or requesting a new one. This cuts down the application process time for those students.

In addition, rather than printing all the applications for committee to review, the Scholarship Manager software allows committee members the freedom to review and score applications on-line whenever, wherever there is a computer and as time allows. There is also a donor information feature. This feature allow the Development Office to view all the awards attach to a specific donor and run reports. Scholarship Manager has enhanced the scholarship application process for students, review committee members, and the Scholarship Office staff.

Information Technology and Resources

Project 8.

Project Name: Software License Renewals

Expected Start Date: July 1, 2016

Expected End Date: June 30, 2017

Person Responsible: Tom Lew

Proposed Budget: \$95,000

Description of Project: Purchases and renewal of academic software licenses including Accutrack, CREO, Data Domain, Hots, Labstats, Pro E, Quickbooks, SQL, Vision software.

Rationale: This project permits the academic programs to upgrade their software to current levels. The backroom programs permit the distribution of program software, backup of data, security of workstation software and powering up/down of equipment during off hours for software update and to save energy.

New/Continuing? Continuing

Assessment of Project: End of semester student computer facilities.

Information Technology and Resources

Project 9.

Project Name: Computer Hardware Replacement

Expected Start Date: July 1, 2017

Expected End Date: June 30, 2018

Person Responsible: Gus Kanellopoulos

Proposed Budget: \$284,000

Project Description: Replace Apple computers in the classrooms, computer labs and café areas.

Rationale: Replace hardware to support newest versions of Adobe CC software, Microsoft office and latest apple operating system.

New/Continuing: Continuing

How will the Project be assessed: End of semester student computer facilities surveys and college wide surveys to determine if the new computers have improved student's ability to complete assignments in an efficient timely fashion.

Information Technology and Resources

Project 10.

Project Name: Network Edge, Core & Data Center Upgrade
Expected Start Date: July 1, 2017
Expected End: June 30, 2018
Person Responsible: Ola Olabode, Victor Lora & Amish Batra
Proposed Budget: \$500,000

Description of Project: This project is to upgrade existing Network Edge, Core & Datacenter Infrastructure (Switches, Fiber Cables & Intra Building Laser) at all our 3 Campuses to support additional wired devices & increase performance of our existing core switches.

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

New/Continuing: Continuing

If continuing, evidence of effectiveness from the previous year: We have been adding more capacity in all of our IDF closets in different campuses and able to support additional devices with faster throughput.

Assessment of Project: Successful replacement of end-of-life hardware.

Information Technology and Resources

Project 11.

Project Name: Wireless Infrastructure Enhancement with Bluetooth Beacons

Expected Start Date: July 1, 2017

Expected End: June 30, 2018

Person Responsible: Flavio Guillermo & Amish Batra

Proposed Budget: \$50,000

Description of Project: The project is to enhance our current wireless infrastructure in all of our campuses to support newer wireless standard 802.11ac hardware with true multi-user MIMO technology. We are also planning to rollout low energy Bluetooth beacons for way finding.

Rationale: The newer AP's will provide faster speed, client match feature without any performance degradation & integrated Bluetooth beacons.

New/Continuing: Continuing

If continuing, evidence of effectiveness from the previous year: We did rollout 802.11ac wireless access points in Murray Street & Chambers street campus and all students are seeing faster internet access, higher density and rare blind spots and faster download speed.

Assessment of Project: Measuring User Data

Information Technology and Resources

Project 12.

Project Name: Self-Help Kiosks for Students (Phase-5)
Expected Start Date: July 1, 2017
Expected End: June 30, 2018
Person Responsible: Christopher Cyril & Amish Batra
Proposed Budget: \$20,000

Description of Project: The project will continue to provide self-service kiosks in high-traffic areas. We will increase the Kiosks locations throughout all our three Campuses. The kiosk will serve two basic functions self-service or act as a user desktop.

Rationale Our current Kiosks are strategically placed in Main, Murray & Fiterman Hall Campus; increasing the deployment in all three campuses will further reduce the lines at helpdesk. The kiosks will provide a convenient and faster way for students to access the BMCC and CUNY portals, change/reset passwords, access CUNYfirst and see other enrollment related information from all 3 locations.

New/Continuing: Continuing

If continuing, evidence of effectiveness from the previous year: With Kiosk rollout we have cut down the password reset request by 90% & our reports show students resetting their password & accessing various applications without coming to the helpdesk.

Assessment of Project: User reports.

Information Technology and Resources

Project 13.

Project Name: Advancement of security for instructional to prevent botnet and malware.

Expected Start Date: July 1, 2017

Expected End: June 30, 2018

Person Responsible: Barry Williams & Amish Batra

Proposed Budget: \$200,000

Description of Project: This project is to enhance security measures in all instructional areas (Labs, Cafeteria, Servers, Portable devices, Laptops etc).

Rationale: All students access resources like Portal, BMCC website, instructional websites etc. will moved behind F5 & integrated with Multi-layer inline approach. This upgrade will allow our security team to proactively monitor and prevent network attacks. Also install anti-malware software on all the lab desktops.

New/Continuing: Continuing

If continuing, evidence of effectiveness from the previous year: We have rolled out Palo Alto & Forti Sandbox to replace FireEye and seeing optimistic results in application visibility. The new software give us inside view if users are infected with malware or botnet in real time and block the infection from spreading.

Information Technology and Resources

Project 14.

Project Name: SIS Application Development & SSO Integration
Expected Start Date: July 1, 2017
Expected End: June 30, 2018
Person Responsible: Laszlo Grunsfeld, Beena Palathinkal & Amish Batra
Proposed Budget: \$100,000

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

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

New/Continuing: Continuing

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

Assessment of Project: IRT user statistics.

Library

Project 15.

Project Name: Dell Laptops and tablets for library lending program and charging cart

Expected Start Date: July 2017

Expected End Date: June 2018

Person Responsible: Kathleen M. Dreyer

Proposed Budget: \$45,000 (for 10 laptops, 20 tablets, and two charging carts)

Project Description: The library circulates tablets for three day loan; laptops can be checked out for two hours. This would new request would grow our very popular lending program further. (The program originally started with 12 laptops and 8 iPads). Since the tablets are loaned out for three days we would like to have more of those available to students.

Rationale: The program is very popular and we often do not have any laptops or tablets to loan out. Labs are very full across campus and having the laptops available gives students great access to the resources they need to write and research papers, conduct job searches, and learn new skills. In order to keep laptops and tablets safe and ready for use a charging cart is needed so that the equipment can be locked up and charged at the same time. The requested amount will allow us to buy at least two carts.

New/Continuing: New

How will the Project be assessed: We will keep track of how often the laptops and tablets are checked out.

Library

Project 16.

Project Name: Library databases
Expected Start Date: July 2017
Expected End Date: June 2018
Person Responsible: Professor Kanu Nagra
Proposed Budget: \$190,000

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

Rationale: Students and faculty rely on access to eJournals, eBooks, streaming media, and databases for their research and assignments. The amount is higher than last year because we plan to move some streaming film databases that were purchased with OTPS money onto tech fee.

New/Continuing: Continuing

How will the Project be assessed: Professor Kanu Nagra, the library's eResources Librarian, regularly reviews usage data and gathers input from faculty across the College.

Media Center

Project 17.

Project Name: Avid Media Services/Networking
Expected Start Date: August 2017
Expected End Date: June 30, 2018
Person Responsible: Vinton Melbourne
Proposed Budget: \$200,000

Project Description: To support and an extended hardware warranty on the College's digital media equipment from Avid Technology. Also to increase the media storage capacities and upgrade cloud servers, on site servers and network.

This extends the product support and warranty coverage that is set to expire based on the terms of the original purchase. Without this coverage the College will not be able to adequately support the equipment that is required for the curriculum of the Media Arts Department and other academic and non-academic activities of the Media Center or the software that is used in the classroom labs.

Rationale: Upgrade and new hardware

New or Continuing Project? Continuing

How will the Project be assessed? Assessment will happen by how much additional usage the server receives, especially as it pertains to cloud work as well as the increase in classes and students served. Also, so that what we are providing is comparable to what is being used in the professional industry, so that students will be able to find work in the working world.

Media Center

Project 18.

Project Name: Lecture Halls (N452 & N453)

Expected Start Date: December 2017

Expected End Date: June 30, 2018

Person Responsible: Vinton Melbourne

Proposed Budget: \$400,000

Project Description: The College intends to upgrade Lecture Hall 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 2 lecture halls will complete the upgrade of the 3 largest teaching spaces at BMCC and are the 2 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: Old Technology

New or Continuing Project? New

How will the Project be assessed? 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.

Media Center

Project 19.

Project Name: Loaner Program
Expected Start Date: July 2017
Expected End Date: June 30, 2018
Person Responsible: Vinton Melbourne
Proposed Budget: \$150,000

Description of Project: To support the Student Loaner Program with Upgrade/increase of field production support equipment, accessories and upgraded check out system. This program provides students with media equipment that can be used for the fulfillment of academic projects.

Rationale: Increased class enrollment/change in the field.

New or Continuing Project? Continuing

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

Media Center

Project 20.

Project Name: New Audio Recording Studio
Expected Start Date: July 2017
Expected End Date: June 30, 2018
Person Responsible: Vinton Melbourne
Proposed Budget: \$200,000

Description of Project: New technology for the new audio recording studio in the Media Center will allow students enrolled in the Media Arts program to record audio/sound effects and mix for audio projects and audio for video. This allows faculty to teach cutting-edge audio software, which will be found in the industry as well as techniques that are used for recording audio in a studio.

Rationale: Relocated/Newly created space

New or Continuing Project? New

How will the Project be assessed? The project will be assessed by the use of the facility by students and faculty to create professional sounding projects and by those who work in the industry and work with our students on learning about the recording process and industry.

Media Center

Project 21.

Project Name: TV Studio Virtual Set/Furniture

Expected Start Date: December 2017

Expected End Date: June 30, 2018

Person Responsible: Vinton Melbourne

Proposed Budget: \$100,000

Description of Project: TV Production Furniture and Virtual Set would be used in the VAT Studio classes for their productions. This will take advantage of the space that we have with the green cyclorama and will update the currently worn out props and furniture that is in use now by classes.

Rationale: New Technology

New or Continuing Project? New

How will the Project be assessed? Assessment will occur by the students who use the furniture and sets to create professional productions as part of their class assignments.

Media Center

Project 22.

Project Name: Fiterman Hall Extron wall plate, A/V switcher and LCD projector lamp replacement

Expected Start Date: July 2017

Expected End Date: June 30, 2018

Person Responsible: Vinton Melbourne

Proposed Budget: \$250,000

Description of Project: Replacement of analog Extron Pole Vault Input wall plate to Dual HDMI Digital wall plate, and replacement of analog PoleVault switchers/ mounting kits to digital PoleVault switchers in classrooms /computer labs in Fiterman Hall.

LCD projector lamp replacement for Music and Art studios and Lower Level classroom/labs in Fiterman Hall.

Rationale: Replacement / Upgrade

New or Continuing Project? New

How will the Project be assessed? Assessment will happen via the requests from faculty and students who use the classrooms and need updated connections and setups which the current system does not currently support.

Student Affairs

Project 23.

Project Name: Titanium Software

Expected Start Date: July 1, 2017

Expected End Date: June 30, 2018

Person Responsible: Pedro Pérez

Proposed Budget: \$2,520

Project Description: 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: 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.

New or Continuing Project? This is a continuing project.

How will the Project be assessed? 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.

Student Affairs

Project 24.

Project Name: Maxient Judicial Software

Expected Start Date: July 1, 2017

Expected End Date: June 30, 2018

Person Responsible: Ian J. Wentworth

Proposed Budget: \$25,000 (approximate)

Project Description: Maxient is a software used in Student Conduct where incident reports are generated, sent, routed, processed, turned into cases, case documents are generated, correspondence is sent, and statistical data is kept. Electronic files are kept automatically by case number and the student's name for quick lookup.

Rationale:

- I. Reporting
 - a. Maxient allows any member of the BMCC Community to report incidents. This is compliance with new Clergy law that states incident reporting should be accessible to all members of a College/University Community.
 - b. Reports can instantly be routed upon submission.
 - c. Hearing Officer's have the opportunity to assign cases to different hearing officers where they will process the case data.
- II. Correspondence
 - a. There are regenerated letters that can go out to our students with just one click.
 - i. Notice to appear letters
 - ii. Failed to appear letters
 - iii. Warning letters
 - iv. Disciplinary Disposition Forms
 - v. Outcome Letters
 - vi. Counseling Referral Forms
 - vii. Conflict Mediation Forms

- b. Updates to administration
 - i. V.P.
 - ii. Dean
 - iii. Academic Chairs
 - iv. Counseling
 - v. Veterans Services
- III. Case Management
 - a. Cases can be routed to specific hearing officers.
 - b. Cases can be processed with the student in the room so that they leave with a physical copy of their disposition.
 - c. Also sends an email of the resolution once a physical copy is printed.
- IV. Statistical Data
 - a. Data is kept on all cases for both an incident number and the student's individual folder.
 - b. Electronic filing keeps all of our data safe on a web based program.
 - c. Clery Reports can be generated automatically.
 - d. Reports can be generated on everything from the incident type, to sanctions, to repeat offenders.

Who benefits from Maxient? The entire community benefits from Maxient. Student cases will be turned over much quicker due to the ability to send and route correspondence electronically. For the institution's benefit and the student's, records are kept in terms of communication so that students and staff can prove that they have communicated throughout the process. The administration will stay up to speed and all of the offices that are involved or are effected by Student Conduct incidents will have the opportunity to have varying levels of access. Counseling will be alerted right away when a student is in need of their services. This software also keeps data on banned students. This lets Public Safety know why a student is not allowed in the building as to better let the appropriate party intervene.

I have used this software in the past and have only gotten rave reviews from all of the faculty, staff and students that were involved in the process that required its use. I highly recommend this software after 12 years in the field of student conduct.

New/Continuing: New initiative.

How will the Project be assessed: The program will be assessed in how quickly cases are generated from reports, case turnaround time, student responses to notices and follow-up letters. We will also do a survey for all users to see how it can improve or if the program works for everyone involved.

Student Affairs

Project 25.

Project Name: Everfi Haven Understanding Sexual Assault On-line Student Training program
Expected Start Date: July 1, 2017
Expected End Date: June 30, 2018
Person Responsible: Michael Hutmaker
Proposed Budget: \$10,000

Description of Project: To provide on-line sexual assault prevention training to students as required by New York State Title IX policy

Rationale:

New York State has recently passed legislation that requires colleges and universities to implement sexual harassment/assault prevention programs. Borough of Manhattan Community College (BMCC) has put together resources to inform and educate students on sexual assault and harassment prevention. Through CUNY, BMCC has partnered with Everfi to provide online training on sexual assault prevention, which is called "Haven." All students are required to complete this program.

New or Continuing Project? Continuing

Assessment of Project:

The Haven program has reporting feature that will provide us data regarding the students' awareness of the subject matter and use of this program. We will continue to research other programs similar in nature to determine the most appropriate on-line training for our students.

Student Affairs

Project 26.

Project Name: Office of Accessibility Assistive Technology Upgrade

Expected Start Date: July 1, 2017

Expected End Date: June 30, 2018

Person Responsible: Marcos A. Gonzalez

Proposed Budget: \$28,124.89

The equipment (Hardware) presently housed at Office of Accessibility Assistive Technology Center, was acquired during the 2005-2006 Academic year with funds approved by the Assistive Technology Fee Committee at the time. This proposal is requesting the following funds, which will allow for the purchase of the following hardware:

Budget:

Hardware Budget:	Price:	Quantity:	Cost:
Dell New XPS 15 (Laptop)	\$1,449.99	7	\$ 1,0149.93
Epson Scanners (GT-1500)	\$249.99	4	\$999.96
Desktop Video Magnifiers-ClearView C HD 24"	\$3,395.00	5	\$16,975.00
Total			\$28,124.89

Project Description: In light of the fact that nationwide Universities are mandated to make the programs and services accessible, particularly in the technology realm, upgrading the assistive technology in these labs is essential for BMCC to enhance our services. By upgrading the hardware in the lab, students will have better access to software such as JAWS (Job Access With Speech), Zoom Text (Screen Magnifier and Reader), Text Help (assistive learning software), Dragon Naturally Speaking, etc. The Desktop Video Magnifiers (DVM) particularly serve an important role as these are needed by students with severe visual impairments when they have scheduled examinations. At this juncture,

there are 12 visually impaired students registered at OA, and we have always had five DVM available for studying purposes and examinations. In addition, students diagnosed with the aforementioned disabilities are loaned laptops equipped with the Assistive Technology while they are on campus. There are 7 Dell Precision Laptops and 4 Epson Scanners (GT-1500) that need replacement. These two pieces of hardware are essential since they facilitate the transfer of electronic print between the computers and the students needing access.

Rationale: In light of the fact that there are 1,000 students with documented disabilities registered at the OA, the proposed changes will enhance the quality of mandated services. The addition of this updated equipment will bring services offered to the OA population to the next level. Furthermore, the upgrade will improve access to services offered to this population as mandated by the National Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 as amended.

New/Continuing: Although the initial proposal originated in 2005, it can be considered a new project.

How will the Project be assessed? At the end of Academic Year 2017-2018 a questionnaire will be distributed among the students using the equipment for their academic studies. The aforementioned assessment tool will assess the efficiency and effectiveness of the newly acquired “State of the Art” assistive technology.

Student Affairs

Project 27.

Project Name: COMEVO Online Orientation

Expected Start Date: July 1, 2017

Expected End Date: June 30, 2018

Person Responsible: Joseph Ginese

Proposed Budget: \$7500

Project Description: The Comevo Online Orientation allows BMCC to create 10 different online orientation-style programs. These programs supplement the current efforts for welcoming, supporting, and transitioning new student to campus including but not limited to; the Getting Prepared to Start orientation program, the First Year Experience program, the Panther Partner program, as well as outreach groups. This service is an on-going contract, we are currently in our first year of service with Comevo. The first online orientation is under construction now and will be implemented in Summer of 2017. The first online First Year Experience program will be implemented in the Fall of 2017 (the contract ends in October of 2017).

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

New/Continuing: Continuing.

How will the Project be assessed: The Comevo Online Orientation has built-in assessment measures and features? These allow us to monitor data such as that amount of time a student

visits the site and for how long. In addition to the usage data, each orientation has the capability to have pre and posttests as part of their experience. This feature allows us to monitor the learning taking place as a result of participating in the online orientation.

Student Affairs

Project 28.

Project Name: PyraMed Electronic Medical Record (EMR)

Expected Start Date: July 1, 2017

Expected End Date: June 30, 2018

Person Responsible: Penelope S Jordan, RN BSN

Proposed Budget: \$13,200

Project Description: PyraMED5 ("P5") is an integrated solution 100% dedicated to the college and university market. P5 delivers significant unique advances, as compared to both other medical software currently being sold throughout the healthcare industry. These advances include an enhanced user interface, an improved and highly consistent navigation, great ease of use and lower total cost of ownership to support and train. These qualities make P5 much easier and stronger than other applications regarding finding information, content, and data with less user interaction.

Rationale: Electronic Medical Records (EMRs) enable the health professional to exchange health information electronically and provide a high level of care for students. School health records provide a mechanism to communicate information to students as well as emergency personnel, health providers and agency nurses. Documentation of nursing interventions provided to students with acute or chronic medical conditions is not only crucial to the continuity of care but would grant the ability for Health Services to streamline referrals to outside medical providers and community-based organizations. EMRs are protected under FERPA and HIPPA as well as individual state laws.

New/Continuing: This is a new project. Colleges in CUNY currently using EMRs include College of Staten Island, Lehman, Queensborough, Baruch, and Brooklyn College. College of Staten Island and Queensborough are using the PyraMed system.

How will the Project be assessed: Assessment for Health Services usage will be conducted in real time by running reports through PyraMed. Currently, Health Services uses a paper system which is subject to errors. Monthly reports can be set up by users to run daily, weekly, or monthly. The complaint can also generate usage. For example, students who present with a medical condition, seeking health counseling, emergencies or for supplies such as condoms and feminine hygiene products.

Student Affairs

Project 29.

Project Name: Orgsync
Expected Start Date: July 1, 2017
Expected End Date: June 30, 2018
Person Responsible: Melissa E. Aponte
Proposed Budget: \$11,000

Description of Project: OrgSync provides the platform for the Co-Curricular Transcript which documents students' extracurricular involvement while at BMCC.

Rationale: The Co-Curricular Transcript (CCT) program was launched give students an official method of documenting their own involvement and achievements outside the classroom while enrolled at BMCC. The CCT is a student initiated official transcript that bears the BMCC seal and is offered as supplement to the academic transcript. Students may request copies of their official CCT to be sent when applying for scholarships, internships, or when submitting employment and transfer applications. The CCT is organized around 6 categories to reflect the various involvement leadership, service and learning opportunities on campus.

New or Continuing Project? Continuing

How will the Project be assessed? Documenting number of student submissions and official transcript requests.

Student Affairs

Project 30.

Project Name: Athletic Webpage
Expected Start Date: January 1, 2017
Expected End Date: One year from Effective Date, renewing automatically for up to [0-4] one-year terms unless terminated by CUNY in writing at least 30 days prior to expiration of then-current term
Person Responsible: Stephen Kelly
Proposed Budget: \$4300 (Includes CUNY Collegiate discount)

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

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

New/Continuing? Continuing

Assessment of Project: Number of hits to the website for intercollegiate schedules, roster, national and regional statistics, recreation schedules, special events. Access to BMCC athletic Facebook page, twitter, YouTube, etc.

Student Affairs

Project 31.

Project Name: CareerSpots
Expected Start Date: July 1, 2017
Expected End Date: June 30, 2018
Person Responsible: Won Kang
Proposed Budget: \$3,000

Description of Project: CareerSpots provides informational career advice videos from experts and industry professionals.

Rationale: CareerSpots allows our students to watch short videos from experts anytime of the day to assist them in career development topics such as resume writing, interviewing, and the job search process. When trying to serve over 26,000 students, it is important to have on-line resources that can assist students when career counselors are not available. Since July 2013, there have been 9,450 views of the videos linked on the website. CareerSpots lends an accessible and professional voice to emphasize the many different topics surrounding career development.

New or Continuing Project? Continuing

How will the Project be assessed? The Career Development website was recently updated, and we are embedding video links in strategic locations to help facilitate student usage and learning through the videos. We can monitor the video usage, and adjust the types of videos that we highlight based on the usage of the links.

Student Affairs

Project 32.

Project Name: Symplicity CSM Platform

Expected Start Date: July 1, 2017

Expected End Date: June 30, 2018

Person Responsible: Won Kang

Proposed Budget: \$12,950

Description of Project: Symplicity is the vendor for our Career Services module Career Express. Our current services include the general use of the system called Modular CSM with unlimited accounts (\$5,200), Student Tracking System (\$3,000), counseling Appointment system (\$1,000), the Expanded Career Fair Manager-no charge career fairs (\$1000-\$500 flat fee per fair, we are anticipating 2 fairs), the Experiential Learning Module (\$1100), Faculty Module (\$1100), and Granular User Module (\$550). We would like to continue with all of these modules. We do not plan to add any other modules at this time.

Rationale: Career Express is the system that we post all positions that we receive from employers. It is also the system that schedules our counseling appointments and tracks students' participation for all office appointments, workshops, career fairs, and events run through the office. We are continuing our partnership with the Office of Internships and Experiential Learning through the Experiential Learning, Faculty, and Granular User modules to continue engaging administrators and faculty outside of Career Development. These systems will allow the college to become more involved in promoting opportunities and assisting students in their job, internship, and experiential learning searches. These modules will help Career Development better manage the access that other constituents will have into the system.

New or Continuing Project? Continuing.

How will the Project be assessed?

Symplicity can be assessed by the following statistics:

- The amount of traffic on the site currently measured by CSM Usage Statistics.
- The usage by Faculty. The referral of jobs by faculty to students.
- The number of student log-in's to the system, including the number of applications submitted.
- The number of jobs posted by employers.
- The usage of the counseling system to schedule appointments with advisors.
- The posting of experiential learning opportunities in the system.

Student Affairs

Project 33.

Project Name: SoftChalk Create
Expected Start Date: July 1, 2017
Expected End Date: June 30, 2018
Person Responsible: Pedro Pérez and Adrian Solomon
Proposed Budget: \$8,000

Project Description: SoftChalk is an award-winning authoring program that allows educators to easily create and post content for delivery in any learning management system. At present, they offer four primary products: SoftChalk Create, SoftChalk Cloud, Private SoftChalk Cloud, and SoftChalk Share. For these purposes, we are more interested in SoftChalk Create which is an online platform that can be used to post content in the form of workshops or lesson plans. It is software that allows license holders the chance to build content in interactive and creative ways. Most importantly, it allows users the chance to access content anytime, thereby closing the gap in student participation resulting from scheduling conflicts. Online workshops serve as a creative and alternative way to meet the needs of our students. The ever-present challenge of conflicting schedules is dissipated as students will be able to access workshops and other content, at a convenient time, and more importantly, when they are ready to process the information. For this cycle we are including onsite training by experts of SoftChalk.

Rationale: In today's digital age the use of online education is growing in popularity. Online workshops are an opportunity to address the needs of our diverse and busy student body. Through the use of SoftChalk Create, different learning styles, such as visual and auditory, can be addressed as content is delivered via video and audio formats, in addition to standard text. SoftChalk Create workshops allow the user to engage in a more self-paced form of learning. The workshops we offer are tools they can benefit from inside and outside the classroom. Currently, the college has an older version of the software with limited licenses. This will allow for our program to customize the content based on our audience.

The multiple user license will facilitate collaborations between campus units. We expect to partner with the Counseling Center to be able to expand the content for general students, including those determined to be at risk.

New or Continuing Project? This is a continuing project, only recently rolling out.

How will the Project be assessed? To assess the utility or usefulness of this project, users who access the content will be sent a follow up survey with a few questions about their experience. Currently, we target students on academic probation to complete the online workshops. However, it will be more useful to increase the target to all CD students as they embark on the completion of their degrees.

Some of the survey questions will include the following:

1. Was the content of this link helpful to you as a BMCC CD student?
2. Did you get the information that you were looking for?
3. Was it easy to follow?
4. Would you recommend this link to other students?

We will be working with the Office of Institutional Research to edit the survey items as well as the best way users can complete the assessment component.

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