



**NEW YORK CITY  
COLLEGE OF TECHNOLOGY**  
THE CITY UNIVERSITY OF NEW YORK

## **Student Technology Fee Plan**

**College:** **NEW YORK CITY COLLEGE OF TECHNOLOGY**

**Project Name:** **Student Technology Fee Plan for 2019 – 2020**

**Expected Start Date:** 7/1/2019

**Expected End Date:** 6/30/20

**Project Oversight:** President Russ Hotzler, Vice President Miguel Cairol &  
Assistant Vice President Angelo Pace

**Proposed Budget:** \$3,400,000



## **Student Technology Fee Plan 2019 – 2020 Academic Year**

New York City College of Technology’s Student Technology Fee Plan for 2019-2020 continues to prioritize investment in student networks, computers, instructional software, and digital/electronic resources that provide students with access to state-of-the-practice technology, as well as technical and instructional support. City Tech utilizes a significant range of technology to support instruction and it is essential that the institution acquire the equipment and software needed to provide instruction relevant to the competitive industries and professions that our students enter.

### **Priorities for 2019-2020:**

In consideration of 2019-2020 enrollment projections, and funding requests submitted by academic departments in the School of Technology & Design, the School of Professional Studies, and the School of Arts and Sciences, as well as various student support entities, the Technology Fee Committee developed a Plan based on a projected \$3.4 M budget for the 2019-20 academic year. This projection represents the total of \$3,100 K in potential fee collections and \$300 K residual from FY’19. There are three primary expenditure components: (1) equipment and software acquisition, (2) student IT support and supplies, and (3) support for enterprise technology solutions that accrue to the benefit of all students. Student Tech Fee funding is only expended for the following purposes:

1. Implementing or upgrading of instructional computer labs
2. Acquiring or upgrading accessible technology
3. Implementing or upgrading student-serving computer labs
4. Improving and implementing student services
5. Faculty development of new or improved courseware
6. Electronic information resources in the library
7. Personnel for installation and maintenance of computer services
8. Upgrading instructional spaces to support technology-assisted learning
9. Acquiring technology tools to support college-sponsored student activities
10. Expand student access to current and emerging technology
11. Purchase of Enterprise Solutions

The projects and initiatives included in the Plan are listed below and the corresponding descriptions and budget allocations are attached. Note that the attached spreadsheet reflects fringe benefit offsets for full-time staff at 51% and part-time staff at 13%.

- I - Virtual Desktop Initiative
- II - College-wide Digital Signage and Information Kiosk System
- III - Staff for Student Technology Services
- III - CUNY – University Wide Initiatives
- IV - Media Services
- V - School of Arts & Sciences
- VI - School of Professional Studies
- VII - School of Technology & Design
- VIII - Instructional Technology & the Technology Enhancement Center - iTEC
- IX - College Learning Center & Open Lab
- X - Library Support
- XI - Student Affairs & Center for Accessibilities

### **Operational Procedure:**

To ensure that student tech fee resources are utilized in an expeditious manner, the College's Technology Fee Committee - consisting of five students from across the College's different schools, and five faculty and College administrators - periodically during the academic year allocates anticipated fee collections. The Committee's allocations are based on departmental requests that are prioritized by the academic Deans, the Provost or the Vice Presidents, and reviewed for network and system compatibility by appropriate technical staff. This procedure serves to maximize the benefits that the students attain from their investment. While seven different students served on the Committee during the year, five served as voting members at any one time so students made up 50% of the Committee that is chaired by the President.

### **Technology Fee Committee Members:**

Kanij Fatema, Student - Radiologic Technology & Medical Imaging  
Haniff Habiboodean, Student – Mechanical Engineering Technology  
Tevin Harris, Student – Computer Systems Technology  
Tomothy Hunter, Student – Career and Technology Teacher Education  
Sadia Mahzabin, Student – SGA Vice President - Computer Systems Technology  
Juvanie Piquant, Student – Law and Paralegal Studies  
Chandrica Siewsanakar, Student – Biomedical Informatics

Russell Hotzler, President  
Bonne August, Provost and VP for Academic Affairs  
Miguel Cairol, VP for Administration and Finance  
Mohammed Kouar, Faculty - Electrical Telecommunications Technology  
Maura Smale, Faculty –Chairperson, Library  
Karen Lundstrem, Director of Instructional Technology

Tech Support:

Rita Uddin, AVP Information Technology (non-voting)  
Kevin Hom, Dean for Technology and Design (non-voting)



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**STUDENT TECHNOLOGY FEE PLAN**  
2019-2020

**I - Project Name:** Virtual Desktop Initiative

**Project Owner:** AVP Rita Uddin

**Project Type:** Student Technology & Network Services

**Proposed Budget:** \$ 63, 917

**Project Description:**

Started in 2017-18 this project seeks to implement an IT environment that allows for flexibility in campus IT resource access for instructional and business purposes, both on campus as well as remotely. Some software packages are not licensed for home use and therefore students either must purchase a costly piece of software or are restricted in utilizing a campus computer to complete coursework. Implementation of this project will allow students to access such software using a virtual desktop on any device on campus; personal or college owned.

1. Student and faculty access to campus IT software that are not normally accessible from any location on campus. For example, ability for students to access any software available from any computer lab on campus through their own personal device or any desktop computer on campus premises.
2. Faculty & Staff access to campus IT resources that are not normally accessible from a remote location. For example, ability for a faculty member to access IT resources (software or server) that cannot normally be accessed from off campus.
3. Access a desktop environment from a mobile device.
4. Ability for Mac or Linux users to access College's Windows environment.

**ESTIMATED COSTS:**

Virtual Desktop environment for 90 concurrent VDIs	\$ 3,500
IT Support Staff	\$ 60,417



**PROJECT NAME:** College-wide Digital Signage and Information Kiosk System

**PROJECT OWNER:** Rita Uddin, CIO/AVP of IT

**PROPOSED BUDGET:** \$38,453

**DESCRIPTION:**

The overarching goal of this project is to implement an environment, which will allow for mass information dissemination through digital displays and provide students the ability to access specific information through kiosks. This project involves the acquisition of a server-based digital signage system, UCView Edge Enterprise, along with replacement digital displays and digital screens to serve as informational kiosks.

The scope of this project includes the replacement of the existing, antiquated and nonfunctional digital management system, WebDT. The WebDT system is end of life, inefficient and not conducive to allowing multiple users or departments to update the different display screens. Not only is the software outdated, but the server hardware is failing and requires replacement. In addition, the existing displays in the New Academic Complex are unmanaged and are not part of rest of the campus WebDT system. This project will consolidate the management of all digital displays on campus.

Additionally, the project will include the replacement of existing non-functional displays, relocation of some, and the introduction of displays that will serve as kiosks. The project will also include the development of a kiosk application that will enable students to obtain certain key College-wide information. (Note, that the application development will be absorbed as operational cost not included in the budget scope of this project request.)

<b>Expenditure Type</b>	<b>Description</b>	<b>Quantity</b>	<b>Total</b>
Software	ViewEdge Enterprise Digital Signage Software	1	\$3,500
License	Access License for 47 devices	47	\$18,752
Hardware	Samsung displays	9	\$16,200
			<b>\$38,453</b>



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**II - Project Name:** Staff for Student Technology Services

**Project Owner:** Assistant Vice President Rita Uddin

**Project Type:** Staff for Student Technology Services

**Proposed Budget:** \$ 215,542.

**Project Description:**

The Student Computing Helpdesk provides support and services to students. The Helpdesk staff provides information and support for services such as Email, WiFi connection, CUNY Portal, Degreeworks, CUNYfirst and other City Tech and CUNY IT Services. Student Tech Services also supports BioInformatics laboratory needs and VDI project.

Student Helpdesk Staff	\$ 215,542.	IT support positions and part time college assistants
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**III - Project Name:** CUNY University Wide Initiatives (UWI)

**Project Owner:** Computing Information Services – Rita Uddin

**Project Type:** University Technology Initiatives

**Proposed Budget:** \$ 1,152,000 (estimated)

**Project Description:**

Funding supports UWI program and operating technology items. See attached list of potential charges to City Tech.



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**IV - Project Name:** Media Services

**Project Owner:** Vice President Miguel Cairol & Mr. David Turkiew

**Project Type:** Staffing, Equipment & Supplies

**Proposed Budget:** \$ 76.370

Staffing \$ 51,520

Equipment & Supplies \$ 24,850

A – Presentation Room Repairs, Maintenance & Replacements

Budget: \$ 24,850

Project Description: This request covers funding for typical maintenance costs of the existing presentation spaces as well as targeted repairs, improvements, or reconfiguration of existing space. It supports the continuing process of upgrading the technology in our 200 classroom presentation spaces to keep up with changes in technology and provide for the needs of our instructors and their students.

B - Media Services - support staff for technology in the classroom

Budget: \$ 51,520.

Project Description: Media Services provides operational assistance for users of the presentation spaces as well as providing equipment and support for classes conducted in traditional classrooms. Staff assists in the construction, maintenance and repair of these spaces. When classes are in session, staff is available 8am to 9pm Mondays through Thursdays, 8am to 6pm on Fridays, and 8am to 1pm on Saturdays (hours are adjusted during the summer sessions).



**STUDENT TECHNOLOGY FEE PLAN**  
2019-2020

**V - Project Name:** School of Arts & Sciences

**Person Responsible for Project:** Dean Justin Vazquez-Poritz

**Proposed Budget:** \$ 141,231

**Description of Project:**

The Tech Fee supported projects advanced by the School encompass computer and instructional equipment upgrades as well as software acquisition and support that total \$141,231. A summary breakdown by academic department is provided below and a detailed list of the hardware and software acquisitions is attached.

Biological Sciences	\$ 86,448
Chemistry	\$ 35,348
English	\$ 3,926
Humanities	\$ 3,191
Mathematics	\$ 4,465
Physics	\$ 7,853



**VI - Project Name:** School of Professional Studies

**Project Owner:** Dean David Smith

**Proposed Budget:** \$ 259,094

**Description of Project:**

The School of Professional Studies encompasses eleven academic departments offering clinically based health programs, hospitality, law & paralegal, and other professional offerings. The project centers on providing these academic departments with the computer technology, equipment, software, and supporting materials needed to enhance students' learning experiences and meet professional licensure requirements.

Career & Technical Education (&Tk20)	\$ 67,800.
Hospitality Management	\$ 11,834.
Law & Paralegal Studies	\$ 85,700.
Nursing	\$ 8,500.
Radiologic Technology & Medical Imaging	\$ 74,660.
Restorative Dentistry	\$ 8,310.
Vision Care Technology	\$ 2,290



**STUDENT TECHNOLOGY FEE PLAN**  
2019-2020

**VII - Project Name:** School of Technology and Design

**Project Owner:** Dean Kevin Hom

**Proposed Budget:** \$ 469,395

**Description of Project:**

The School of Technology and Design is home to nine academic departments that enroll over 6000 students in an array of advanced technology programs. The Tech Fee supported projects advanced by the School encompass instructional equipment upgrades and software acquisition and support that total \$ 398,076. As the equipment involved is extensive, a summary breakdown by academic department is provided below and a detailed list of the hardware and software acquisitions is attached.

Architectural Technology	\$ 120,000
Computer Engineering Technology	\$ 46,514
Construction Management & Civil Engineering Technology	\$ 32,420
Communication Design	\$ 37,402
Computer Systems Technology	\$ 38,958
Electrical & Telecommunications Engineering Technology	\$ 49,034
Entertainment Technology	\$ 36,492
Environmental Control Technology & Facilities Management	\$ 23,605
Mechanical Engineering Technology	\$ 84,970



**STUDENT TECHNOLOGY FEE PLAN**  
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**VIII - Project Area:** Instructional Technology & the Technology Enhancement Center (iTEC)

**Project Owner:** Dr. Karen Lundstrem

**Proposed Budget:** Equipment, Software & Supplies: \$ 25,290.  
Full-time Student Tech Fee Staff: \$ 278,953  
Part-time Student Tech Fee Staff: \$ 215,950

**Description of Project:**

The Office of Instructional Technology & the Technology Enhancement Centers (iTEC) use the Student Technology Fee to support student computing, scanning, and printing. iTEC operates the V-217 and G-600 Technology Enhancement Centers (TECs), as well as separate Mac labs G-608 & G-603 BioInformatics lab, G-604 Teaching & Learning lab, and G-606 dedicated lab for OpenLab, ePortfolio, and hybrid class students. These facilities support the computing needs of thousands of students each day.

Equipment and supply funding is used to repair and upgrade computers and enhance processing power and data storage. All of the labs utilize high-speed server printers and scanners, high performance computers, and software that require constant upgrades. Toner and specialized paper for multifunction printers and supplies for all TEC labs are included in the approved budget as reflected on the attached budget summary sheet, as are the allocations for student support personnel.



**STUDENT TECHNOLOGY FEE PLAN**  
2019-2020

**IX - Project Name:** College Learning Center & Open Lab

**Project Owner:** Provost Bonne August & Judith Rockway

<b>Proposed Budget:</b>	College Learning Center – Student Support (P/T)	\$ 107,400
	Supplies & 25 Computers	\$ 50,926
	Open Lab - Student Support (P/T)	\$ 49,700
	Maintenance & Server Hosting Services	\$ 48,770

**Description of Project:**

**The College Learning Center** provides students with access to computers and software associated with a full range of their coursework and they coordinate tutoring and related student support activities. During the coming year the Center will upgrade software in compliance with requests from the academic departments replace 25 computers and provide students with printing supplies.

**The College OpenLab** is a state-of-the-practice open online community initially created as part of a Title V grant that has now been institutionalized. The OpenLab is a key component of the College’s educational technology infrastructure that provides students and faculty with an interactive platform to exchange ideas and information. The OpenLab platform is used by over 6000 students and faculty each semester. Support is required for server hosting and maintenance, and to facilitate student use of the platform.



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**X - Project Name:** College Library

**Project Owner:** Professor Maura Smale

**Proposed Budget:** \$ 150,880.

Data Base and License Renewals:	\$ 110,832
Consumables and Replacement	\$ 29,548
P/T technical assistance	\$ 10,500

**Description of Project:**

The College Library provides students with numerous supporting services including access to a wide- range of electronic databases, computers and software associated with their course coursework and research activities. During the coming year the Library will be acquiring new scanners, laser printers, laptops for the Modular Learning Space, enhancing multimedia lab equipment and services. Outdated software will be upgraded in accordance with student needs. Approximately \$100,000 will be used to secure electronic Data Bases and license renewals. Student supplies and printing needs are also provided.



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## STUDENT TECHNOLOGY FEE PLAN 2019-2020

**XI - Project Name:** Student Affairs & Center for Accessibilities

**Project Owner:** Vice President Michel Hodge

**Proposed Budget:** QLess Initiative & Support for Disability Services: \$ 59,090.

### Description of Project:

The College will implement the QLess Initiative to enhance student services. The project involves implementation of a semi-automated web-based solution to help improve student experiences during onboarding activities and will provide an electronic line queuing system in the enrollment related offices. This system will help students more effectively plan their time when seeking services from an onboarding/advisement office and facilitate a more transparent intake/referral process.

To enhance services to students with disabilities a series of Technology-Pens will be acquired. Students with auditory processing and language disabilities will use the pen for reasonable accommodations in a testing setting, while students with auditory processing and language disabilities will use the pen for reasonable accommodations in a classroom setting. The Pen can read to students and comes equipped with dictionaries for reference.

Students will also use the pen for reasonable accommodations in a classroom setting by recording lectures while student takes notes and can refer back to the professor's lectures at a later date. Students will be trained in notetaking skills in lieu of a live, personal note-taker in class when appropriate.

**Academic Calendar Year**  
**2018/2019**      **2019/2020**

**Staff Costs**      (List each position, title, salary and fringes)

IT Support Assistant		53,449.00	53,499.00
IT Assistant		40,639.00	41,814.00
IT Support Assistant		40,639.00	42,714.00
IT Assistant		53,449.00	53,449.00
IT Support Assistant			
IT Support Assistant			
IT Support Assistant			
_____ College Assistants (include 13% Fringe)		745,244.00	708,029.00
_____ Fringe Benefits (Full Time Fringe 51%)		284,145.00	278,953.00
		<b>1,029,389.00</b>	<b>986,982.00</b>

**Sub-Total**

**Consulting**

**Sub-Total**

**Hardware, Networking, Peripherals**

Personal Computers/Servers/L	Quantity		
PCs	_____	59,578.49	140,527.00
Laptops	_____	55,861.89	3,093.00
Servers	_____	56,675.50	27,076.00
Projection Device	_____		
Printers/Scanners		39,350.46	10,139.00
Routers/Hubs/Wiring		41,407.29	7,578.00
Infrastructure(other hardware)	_____	175,355.80	180,925.00
Wiring	_____		
<b>Sub-Total</b>		<b>428,229.43</b>	<b>369,338.00</b>

**Software**

(Provide product name and estimated cost, if known)

_____	_____	522,948.76	480,384.50
_____	_____		
<b>Sub-Total</b>		<b>522,948.76</b>	<b>480,384.50</b>

**Library Electronic Databases**

_____	_____		
_____	_____		
<b>Sub-Total</b>			

**Furniture**

_____	_____		28,812.00
<b>Sub-Total</b>			<b>28,812.00</b>

**Construction**

_____	_____		
_____	_____		
<b>Sub-Total</b>			

**Faculty Development and Training**

_____	_____		
_____	_____		
<b>Sub-Total</b>			

**Miscellaneous**

Supplies	_____	422,399.99	382,444.50
<b>Sub-Total</b>		<b>422,399.99</b>	<b>382,444.50</b>



## TOTAL PROJECTED BREAKDOWN BY SCHOOL 2019-2020

	PC	STAFF	MAC	SERVERS	PRINTERS	SOFTWARE	FURNITURE	OTHER HARDWARES	CISCO BOX/ROUTERS	MISCS ELECTRONICS	
ARTS & SCIENCES			\$2,735.00			\$37,150.00		\$33,266.00		\$68,080.00	\$141,231.00
Library		\$10,500				\$110,832.00				\$29,548.00	\$150,880.00
iTec		\$494,903.00			\$3,270.00			\$1,600.00	\$2,094.00	\$18,326.00	\$520,193.00
ADMIN AND FINANCE (Media Svcs)		\$51,520.00								\$24,850.00	\$76,370.00
COLLEGE LEARNING CENTER (open lab)	\$36,480.00	\$157,100.00			\$6,869.00				\$15.00	\$56,332.00	\$256,796.00
CIS		\$272,959.00				\$3,500.00		\$38,453.00			\$314,912.00
PROFESSIONAL STUDIES	\$79,422.00		\$358.00			\$158,296.00	\$6,576.00			\$14,442.00	\$259,094.00
TECH & DESIGN	\$24,625.00			\$27,076.00		\$136,106.50	\$22,236.00	\$107,606.00	\$5,469.00	\$146,276.50	\$469,395.00
STUDENT AFFAIRS						\$34,500.00				\$24,590.00	\$59,090.00
<b>TOTAL</b>	<b>\$140,527.00</b>	<b>\$986,982.00</b>	<b>\$3,093.00</b>	<b>\$27,076.00</b>	<b>\$10,139.00</b>	<b>\$480,384.50</b>	<b>\$28,812.00</b>	<b>\$180,925.00</b>	<b>\$7,578.00</b>	<b>\$382,444.50</b>	<b>\$2,247,961.00</b>

**PC:** Includes whole systems pc computers/laptops

**Mac:** Apple computers/laptops

**Servers:** Any server

**software:** include renewal, licences.

**other hardwares:** includes computer peripherals, adapters, mouse, monitors, keyboards, hard drives

**Cisco box/routers;** cables, routers, network boxes

**miscs. Electronics:** includes tv, radios, cameras, lightbulbs, cartridge for printers, projectors,

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ARTS & SCIENCES	\$141,231.00
Library	\$150,880.00
iTec	\$520,193.00
ADMIN & FINANCE (Media Svcs)	\$76,370.00
COLLEGE LEARNING CT	\$256,796.00
CIS	\$314,912.00
PROFESSIONAL STUDIE	\$259,094.00
TECH & DESIGN	\$469,395.00
STUDENT AFFAIRS	\$59,090.00

<b>Totals</b>	<b>\$ 2,247,961.00</b>
<b>UWI</b>	<b>\$ 1,152,000.00</b>
<b>Grand Totals</b>	<b>\$ 3,399,961.00</b>