

## STUDENT TECHNOLOGY FEE PLAN FY 2015-2016

College: Hostos Community College

Project Name: Student Technology Fee Proposal

Expected Start Date: July 1, 2015 Expected End Date: June 30, 2016

Person Responsible for Project: Varun Sehgal

**Proposed Budget:** \$1,236,875.98

**Description of Project:** 

For Fiscal Year 2015-2016, Hostos Community College plans to utilize the Student Tech Fee to continue the efforts of the previous years, expand upon successful projects, and initiate new projects to increase student access to current and future technology.

This year, the Tech Fee advisory committee has agreed to maintain and/or expand existing resources for current longterm projects. Information Technology is implementing several projects that respond to the increasing use of mobile devices by our students. The FY 2015-2015 Student Technology Fee Plan will also continue to support many additional items, including increasing the library's electronic resources; further improving availability of assistive technologies to students with disabilities; continued support for academic programs; support for SDEM retention initiatives, and supporting the computer labs, student technology workshops, and faculty development. Technical support personnel continue to assist students & faculty and to maintain hardware & infrastructure, and Hostos has provided valuable work experience to the students who fill a large majority of these roles.

Several notable items were not included in this plan, but will receive alternative funding. Information Technology is working on the creation of a faculty recording studio to facilitate high quality content which can be posted online. ... . As with the previous year, students in the Natural Sciences will be provided with access codes for Mastering Biology, a biology laboratory simulation suite, which enriches their laboratory experience, even if Hostos lacks the specific, and expensive, infrastructure for subjects like molecular biology and genetics. MathXL codes will also again be used as part of the college's broader effort to improve developmental education and retention. Additionally, the College continues to invest in improved network infrastructure with additional high-speed wireless access.

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# HOSTOS COMMUNITY COLLEGE STUDENT TECHNOLOGY FEE PLAN BUDGET

		Academic Year 2015-2016
Staff Costs (List each position, title, salary and fringes)		
Student Employees / College Assistants (Lab Support)		
ACC Equipment & Classroom Tech Support (P/T - 12,000 hrs, \$11/hr)		132,000.00
ACC Student Help Desk (P/T - 8,000 hrs, \$14/hr)		112,000.00
ACC Open Lab Technology Tutors (P/T - 10,000 hrs, \$11/hr)		110,000.00
Library Technology Tutors (P/T - avg 20 hr/wk for 48 wks at \$12/hr) Design Lab - College Lab Assistants (P/T - \$9-13/hr)		37,000.00 31,000.00
Sound Studio - College Lab Assistants (P/T - \$9-13/hr)		29,500.00
EdTech Multipurpose Lab College Assistants (P/T - 1000 hrs, \$14/hr)		14,000.00
Non-Student Employees		14,000.00
Assistive Technology Manager - Disability Accommodation Specialist (P/T - 1560	hrs)	27,846.00
	Hourly Subtotal:	493,346.00
	Fringe (13%):	64,134.98
Staff Costs Sub-Total	3- ()	557,480.98
		,
Consulting		
N/A		0.00
Consulting Sub-Total		0.00
Hardware Natworking Parinharale		
Hardware, Networking, Peripherals (Personal Computers/Servers/Laptops)	Quantity	
PCs	Quantity	
Dell desktops - 20 units @ \$1,200 ea. (SDEM Lab)	20	24,000.00
Dell desktops with 26" monitors - 4 units @ \$2,000 ea. (SDEM Lab)	4	8,000.00
Desktops for additional Testing Center workstations - 15 units @ \$1200 ea.	15	18,000.00
Replacement desktops for Financial Aid Lab - 5 units @ \$1,200 each	5	6,000.00
Dell OptiPlex 9020 with service and support - 20 units (Library)	20	20,920.00
Dell desktops - 8 units@ \$1,200 each (ARC)	8	9,600.00
Dell desktops with 26" monitors - 2 units @ \$1,500 each	2	3,000.00
Laptops - N/A	_	0.00
Servers - N/A	_	0.00
Projection Devices		
Projector and screen for Open Lab (C-598)	1	10,000.00
Printers/Scanners - N/A	_	0.00
Routers/Hubs/Wiring		
Network switch, wiring, and power supplies for Testing Center expansion	_	5,000.00
Infrastructure - N/A	_	0.00
Peripherals		
iPads for ARC pilot program - 15 units	15	12,000.00
iPad cases for ARC pilot program - 15 units	15	1,000.00
Additional iPad hardware for ARC pilot program - extra power cords/USB cables	_	600.00
Hardware, Networking, Peripherals Sub-Total		118,120.00
Software		
(Provide product name and estimated cost, if known)		
Airwatch Mobile Device Management	_	5,000.00
Aruba Wireless Maintenance	_	7,200.00
Blackboard Connect subscription (annual subscription)	_	16,500.00
Citrix Virtual Lab environment maintenance	_	7,000.00
Constant Contact annual cost	_	1,100.00
Degreeworks Annual Maintenance	_	13,000.00

Library Electronic Databases         34,059.00           Library Electronic Databases Sub-Total         84,059.00           Furniture Function         34,059.00           Furniture Sub-Total         0.00           Construction         3           N/A         0.00           Construction Sub-Total         0.00           Faculty Development and Training N/A         0.00           Faculty Development and Training Sub-Total         0.00           Miscellaneous         0.00           10-Laptop charging stations - 3 units         3         9,200.00           T1-84 Plus graphing calculators - 100 units @ \$130         100         13,000.00           T1-84 Plus graphing calculators - 100 units @ \$130         100         3,000.00           T1-84 Plus graphing calculators - 100 units @ \$130         100         3,000.00           T1-84 Plus graphing calculators - 100 units @ \$130         160         8,000.00           Pinancial Aid TV annual service fee         -         12,000.00           New Student Enrollment Seminar promotional items - 1,600 units @ \$5 each         1600         8,000.00           Pharos pay t-b-print maintenance         5,720.00         5,720.00           Smart Classroom maintenance         25         6,000.00           Livescribe 4G Sky Smartpens	Digital drop-box functionality Deepfreeze software Hostos mobile app Phase 2 development and integration Hostos mobile app annual support EDUCause annual membership Four Winds Digital Signage Interactive wayfinding software license - 2 units Microsoft Professional Support Services Starfish Early Alert/Connect (annual service fees) Titanium Schedule - 45 user licenses iPad apps - for research and implementation in ARC pilot program Software Sub-Total		32,000.00 1,300.00 23,000.00 5,000.00 1,200.00 1,000.00 2,400.00 1,400.00 54,000.00 6,000.00 177,700.00
Furniture   N/A	Library Electronic Databases		
Furniture	Databases and Online Services		84,059.00
N/A         0.000           Construction           N/A         0.00           Construction Sub-Total         0.00           Faculty Development and Training N/A         −         0.00           Faculty Development and Training Sub-Total         −         0.00           Miscellaneous         −         0.00           Miscellaneous         3         9.200.00           Miscellaneous         3         9.200.00           10-Laptop charging stations - 3 units         3         9.200.00           Tu-bul plus graphing calculators - 100 units @ \$130         100         13,000.00           Tu-84 Plus graphing calculators - 100 units @ \$130         100         13,000.00           Financial Aid TV annual service fee         −         12,000.00           New Student Enrollment Seminar promotional items - 1,600 units @ \$5 each         1600         8,000.00           Pharos pay-to-print maintenance         \$7,200.00           Smart Classroom maintenance         \$7,200.00           LiveScribe de G Sky Smartpens - 25 units @ \$20 each         25         5,000.00           Livescribe accessories         Livescribe be acses - 25 units @ \$50 each         25         5,000.00	Library Electronic Databases Sub-Total	_	84,059.00
N/A         0.000           Construction           N/A         0.00           Construction Sub-Total         0.00           Faculty Development and Training N/A         −         0.00           Faculty Development and Training Sub-Total         −         0.00           Miscellaneous         −         0.00           Miscellaneous         3         9.200.00           Miscellaneous         3         9.200.00           10-Laptop charging stations - 3 units         3         9.200.00           Tu-bul plus graphing calculators - 100 units @ \$130         100         13,000.00           Tu-84 Plus graphing calculators - 100 units @ \$130         100         13,000.00           Financial Aid TV annual service fee         −         12,000.00           New Student Enrollment Seminar promotional items - 1,600 units @ \$5 each         1600         8,000.00           Pharos pay-to-print maintenance         \$7,200.00           Smart Classroom maintenance         \$7,200.00           LiveScribe de G Sky Smartpens - 25 units @ \$20 each         25         5,000.00           Livescribe accessories         Livescribe be acses - 25 units @ \$50 each         25         5,000.00			
Construction   N/A			0.00
Construction           M/A         —         0.00           Faculty Development and Training N/A         —         0.00           Faculty Development and Training Sub-Total         —         0.00           Miscellaneous           10-Laptop charging stations - 3 units         3         9,200.00           Touchscreen kiosks with stands - 2 units         2         5,000.00           Tl-84 Plus graphing calculators - 100 units @ \$130         100         13,000.00           Financial Aid TV annual service fee         —         12,000.00           New Student Enrollment Seminar promotional items - 1,600 units @ \$5 each         1600         8,000.00           Pharos pay-to-print maintenance         \$7,200.00           Smart Classroom maintenance         \$7,200.00           LiveScribe 4G Sky Smartpens - 25 units @ \$200 each         25         5,000.00           Livescribe cases - 25 units @ \$5 each         25         5,250.00           Livescribe USB cords - 25 units @ \$25 each         25         625.00           Livescribe USB cords - 25 units @ \$5 each         25         5,250.00           Livescribe uSB cords - 25 units @ \$95 each         25         5,280.00           Livescribe uSB cords - 25 units @ \$95 each         25         6,255.			
N/A         —         0.00           Construction Sub-Total         0.00           Faculty Development and Training N/A         —         0.00           Faculty Development and Training Sub-Total         —         0.00           Miscellaneous         —         0.00           Miscellaneous         —         2         5,000.00           Touchscreen kiosks with stands - 2 units         2         5,000.00           Touchscreen kiosks with stands - 2 units         2         5,000.00           Tiesd Plus graphing calculators - 100 units @ \$130         100         13,000.00           Financial Aid TV annual service fee         —         12,000.00           New Student Enrollment Seminar promotional items - 1,600 units @ \$5 each         1600         8,000.00           Pharos pay-to-print maintenance         \$6,000.00         8,000.00           Smart Classroom maintenance         \$5,000.00         8,000.00           EntivesCribe pens and accessories         25         5,000.00           LivesCribe 4G Sky Smartpens - 25 units @ \$50 each         25         5,000.00           Livescribe USB cords - 25 units @ \$50 each         25         5,250.00           Livescribe compatible notebooks - 1 case @ \$1000         1         1,000.00           Haid by yield toner cartri	Turriture Sub-10tal		0.00
Construction Sub-Total         0.00           Faculty Development and Training N/A         —         0.00           Faculty Development and Training Sub-Total         —         0.00           Miscellaneous           10-Laptop charging stations - 3 units         3         9,200.00           Touchscreen kiosks with stands - 2 units         2         5,000.00           Tl-84 Plus graphing calculators - 100 units @ \$130         100         13,000.00           Financial Aid TV annual service fee         —         12,000.00           New Student Enrollment Seminar promotional items - 1,600 units @ \$5 each         1600         8,000.00           Pharos pay-to-print maintenance         \$7,200.00         \$7,200.00           Smart Classroom maintenance         \$5,000.00         \$6,000.00           LiveScribe pens and accessories         LiveScribe AG Sky Smartpens - 25 units @ \$20 each         25         5,000.00           Livescribe LSB cords - 25 units @ \$50 each         25         625.00           Livescribe-compatible notebooks - 1 case @ \$1000         1         1,000.00           Handheld Scanners - 10 units @ \$95 each         2         5,280.00           Supplies         Library - Printing and Photocopying Supplies         2         5,280.00           High yield toner cartridges for HP	Construction		
Faculty Development and Training Sub-Total         0.00           Miscellaneous           10-Laptop charging stations - 3 units         3         9,200.00           Touchscreen klosks with stands - 2 units         2         5,000.00           Ti-84 Plus graphing calculators - 100 units @ \$130         100         13,000.00           Financial Aid TV annual service fee         —         12,000.00           New Student Enrollment Seminar promotional items - 1,600 units @ \$5 each         1600         8,000.00           Pharos pay-to-print maintenance         \$7,200.00           Smart Classroom maintenance         \$7,200.00           LiveScribe Pans and accessories         25         5,000.00           LiveScribe 4G Sky Smartpens - 25 units @ \$200 each         25         5,000.00           Livescribe cases - 25 units @ \$5 each         25         6,25.00           Livescribe compatible notebooks - 1 case @ \$1000         1         1,000.00           Handheld Scanners - 10 units @ \$95 each         10         950.00           Supplies         1         5,280.00           Library - Printing and Photocopying Supplies         2         5,280.00           High yield toner cartridges for HP printers and copiers         2         5,280.00           1 year HP Service Agreement 40x2375	N/A		0.00
N/A         —         0.00           Faculty Development and Training Sub-Total         0.00           Miscellaneous         —         0.200 mode           10-Laptop charging stations - 3 units         3         9,200.00           Touchscreen kiosks with stands - 2 units         2         5,000.00           T1-84 Plus graphing calculators - 100 units @ \$130         100         13,000.00           Financial Aid TV annual service fee         —         12,000.00           New Student Enrollment Seminar promotional items - 1,600 units @ \$5 each         1600         8,000.00           Pharos pay-to-print maintenance         \$6,000.00         \$7,200.00           Smart Classroom maintenance         \$6,000.00         \$7,200.00           Live Scribe pens and accessories         —         \$6,000.00           Live Scribe years and accessories         —         25         5,000.00           Live Scribe Pens and accessories         25         5,000.00         1         1,000.00           Live Scribe Pens and accessories         25         5,000.00         1         1,000.00         1         1,000.00         1         1,000.00         1         1,000.00         1         1,000.00         1         1,000.00         1         1,000.00         1         1,000.00 <td>Construction Sub-Total</td> <td></td> <td>0.00</td>	Construction Sub-Total		0.00
N/A         —         0.00           Faculty Development and Training Sub-Total         0.00           Miscellaneous         —         0.200 mode           10-Laptop charging stations - 3 units         3         9,200.00           Touchscreen kiosks with stands - 2 units         2         5,000.00           T1-84 Plus graphing calculators - 100 units @ \$130         100         13,000.00           Financial Aid TV annual service fee         —         12,000.00           New Student Enrollment Seminar promotional items - 1,600 units @ \$5 each         1600         8,000.00           Pharos pay-to-print maintenance         \$6,000.00         \$7,200.00           Smart Classroom maintenance         \$6,000.00         \$7,200.00           Live Scribe pens and accessories         —         \$6,000.00           Live Scribe years and accessories         —         25         5,000.00           Live Scribe Pens and accessories         25         5,000.00         1         1,000.00           Live Scribe Pens and accessories         25         5,000.00         1         1,000.00         1         1,000.00         1         1,000.00         1         1,000.00         1         1,000.00         1         1,000.00         1         1,000.00         1         1,000.00 <td>Feaulty Davelanment and Training</td> <td></td> <td></td>	Feaulty Davelanment and Training		
Miscellaneous           10-Laptop charging stations - 3 units         3         9,200.00           Touchscreen kiosks with stands - 2 units         2         5,000.00           TI-84 Plus graphing calculators - 100 units @ \$130         100         13,000.00           Financial Aid TV annual service fee         —         12,000.00           New Student Enrollment Seminar promotional items - 1,600 units @ \$5 each         1600         8,000.00           Pharos pay-to-print maintenance         \$7,200.00           Smart Classroom maintenance         \$6,000.00           LiveScribe pens and accessories         \$6,000.00           LiveScribe te G Sky Smartpens - 25 units @ \$200 each         25         5,000.00           Livescribe USB cords - 25 units @ \$50 each         25         6,25.00           Livescribe USB cords - 25 units @ \$25 each         25         6,25.00           Livescribe uSB cords - 25 units @ \$25 each         25         6,25.00           Handheld Scanners - 10 units @ \$95 each         25         6,25.00           Supplies         10         950.00           Supplies         2         5,280.00           High yield toner cartridges for HP printers and copiers         2         5,280.00           Paper - 8.5 x 11 (Letter) - 1 year supply of 225 boxes         22	· · · · · · · · · · · · · · · · · · ·	_	0.00
Miscellaneous         10-Laptop charging stations - 3 units       3       9,200.00         Touchscreen kiosks with stands - 2 units       2       5,000.00         TI-84 Plus graphing calculators - 100 units @ \$130       100       13,000.00         Financial Aid TV annual service fee       —       12,000.00         New Student Enrollment Seminar promotional items - 1,600 units @ \$5 each       1600       8,000.00         Pharos pay-to-print maintenance       \$7,200.00         Smart Classroom maintenance       \$6,000.00         LiveScribe pens and accessories       \$5,000.00         Livescribe 4G Sky Smartpens - 25 units @ \$200 each       25       5,000.00         Livescribe USB cords - 25 units @ \$50 each       25       625.00         Livescribe-compatible notebooks - 1 case @ \$1000       1       1,000.00         Handheld Scanners - 10 units @ \$95 each       25       625.00         Supplies       1       1,000.00         Library - Printing and Photocopying Supplies       2       5,280.00         High yield toner cartridges for HP printers and copiers       2       5,280.00         Paper - 8.5 x 11 (Letter) - 1 year supply of 225 boxes       225       6,750.00         1 year HP Service Agreement 40X2375       —       2,000.00         Koni		_	
10-Laptop charging stations - 3 units   3   9,200.00     Touchscreen kiosks with stands - 2 units   2   5,000.00     Ti-84 Plus graphing calculators - 100 units @ \$130   100   13,000.00     Financial Aid TV annual service fee   -   12,000.00     New Student Enrollment Seminar promotional items - 1,600 units @ \$5 each   1600   8,000.00     Pharos pay-to-print maintenance   \$7,200.00     Smart Classroom maintenance   \$6,000.00     LiveScribe pens and accessories			
Touchscreen klosks with stands - 2 units   2   5,000.00     TI-84 Plus graphing calculators - 100 units @ \$130   100   13,000.00     Financial Aid TV annual service fee   -   12,000.00     New Student Enrollment Seminar promotional items - 1,600 units @ \$5 each   1600   8,000.00     Pharos pay-to-print maintenance   \$7,200.00     Smart Classroom maintenance   \$6,000.00     LiveScribe pens and accessories   EliveScribe 4G Sky Smartpens - 25 units @ \$200 each   25   5,000.00     Livescribe cases - 25 units @ \$50 each   25   625.00     Livescribe USB cords - 25 units @ \$25 each   25   625.00     Livescribe-compatible notebooks - 1 case @ \$1000   1   1,000.00     Handheld Scanners - 10 units @ \$95 each   10   950.00     Supplies   Supplies			
TI-84 Plus graphing calculators - 100 units @ \$130   100   13,000.00		_	
Financial Aid TV annual service fee   12,000.00		_	
New Student Enrollment Seminar promotional items - 1,600 units @ \$5 each Pharos pay-to-print maintenance Smart Classroom maintenance LiveScribe pens and accessories  LiveScribe 4G Sky Smartpens - 25 units @ \$200 each Livescribe cases - 25 units @ \$50 each Livescribe USB cords - 25 units @ \$25 each Livescribe-compatible notebooks - 1 case @ \$1000 Handheld Scanners - 10 units @ \$95 each Supplies Library - Printing and Photocopying Supplies High yield toner cartridges for HP printers and copiers Paper - 8.5 x 11 (Letter) - 1 year supply of 225 boxes 1 year HP Service Agreement 40X2375 Konica-Minolta & Pharos Uniprint Annual Support & Maintenance Contracts Additional batteries for TI-84 Plus graphing calculators  TECHNOLOGY FEE PLAN BUDGET SUBTOTAL  \$1,030,729.98  Enterprise Initiatives (Blackboard, Email, Academic Advisement, Etc.)		100	
Pharos pay-to-print maintenance         \$7,200.00           Smart Classroom maintenance         \$6,000.00           LiveScribe pens and accessories         LiveScribe 4G Sky Smartpens - 25 units @ \$200 each         25         5,000.00           Livescribe cases - 25 units @ \$50 each         25         1,250.00           Livescribe USB cords - 25 units @ \$25 each         25         625.00           Livescribe-compatible notebooks - 1 case @ \$1000         1         1,000.00           Handheld Scanners - 10 units @ \$95 each         10         950.00           Supplies         2         5,280.00           High yield toner cartridges for HP printers and copiers         2         5,280.00           Paper - 8.5 x 11 (Letter) - 1 year supply of 225 boxes         225         6,750.00           1 year HP Service Agreement 40X2375         —         2,000.00           Konica-Minolta & Pharos Uniprint Annual Support & Maintenance Contracts         —         9,715.00           Additional batteries for TI-84 Plus graphing calculators         —         400.00           Miscellaneous Sub-Total         \$1,030,729.98           Enterprise Initiatives (Blackboard, Email, Academic Advisement, Etc.)         \$1,030,729.98			
Smart Classroom maintenance  LiveScribe pens and accessories  LiveScribe 4G Sky Smartpens - 25 units @ \$200 each  Livescribe cases - 25 units @ \$50 each  Livescribe USB cords - 25 units @ \$25 each  Livescribe-compatible notebooks - 1 case @ \$1000  Handheld Scanners - 10 units @ \$95 each  Supplies  Library - Printing and Photocopying Supplies  High yield toner cartridges for HP printers and copiers  Paper - 8.5 x 11 (Letter) - 1 year supply of 225 boxes  1 year HP Service Agreement 40X2375  Konica-Minolta & Pharos Uniprint Annual Support & Maintenance Contracts  Additional batteries for TI-84 Plus graphing calculators  TECHNOLOGY FEE PLAN BUDGET SUBTOTAL  \$1,030,729.98}  Enterprise Initiatives (Blackboard, Email, Academic Advisement, Etc.)	·	1000	
LiveScribe pens and accessories  LiveScribe 4G Sky Smartpens - 25 units @ \$200 each Livescribe cases - 25 units @ \$50 each Livescribe USB cords - 25 units @ \$25 each Livescribe-compatible notebooks - 1 case @ \$1000 Handheld Scanners - 10 units @ \$95 each Supplies Library - Printing and Photocopying Supplies High yield toner cartridges for HP printers and copiers Paper - 8.5 x 11 (Letter) - 1 year supply of 225 boxes 1 year HP Service Agreement 40X2375 Konica-Minolta & Pharos Uniprint Annual Support & Maintenance Contracts Additional batteries for TI-84 Plus graphing calculators  TECHNOLOGY FEE PLAN BUDGET SUBTOTAL  *\$1,030,729.98}  Enterprise Initiatives (Blackboard, Email, Academic Advisement, Etc.)		_	
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Livescribe USB cords - 25 units @ \$25 each Livescribe-compatible notebooks - 1 case @ \$1000  Handheld Scanners - 10 units @ \$95 each  Supplies  Library - Printing and Photocopying Supplies  High yield toner cartridges for HP printers and copiers Paper - 8.5 x 11 (Letter) - 1 year supply of 225 boxes 1 year HP Service Agreement 40X2375 Konica-Minolta & Pharos Uniprint Annual Support & Maintenance Contracts Additional batteries for TI-84 Plus graphing calculators  TECHNOLOGY FEE PLAN BUDGET SUBTOTAL  TECHNOLOGY FEE PLAN BUDGET SUBTOTAL  \$1,030,729.98	· · · · · · · · · · · · · · · · · · ·	_	
Livescribe-compatible notebooks - 1 case @ \$1000	——————————————————————————————————————	_	
Handheld Scanners - 10 units @ \$95 each  Supplies  Library - Printing and Photocopying Supplies  High yield toner cartridges for HP printers and copiers 2 5,280.00 Paper - 8.5 x 11 (Letter) - 1 year supply of 225 boxes 225 6,750.00 1 year HP Service Agreement 40X2375 - 2,000.00 Konica-Minolta & Pharos Uniprint Annual Support & Maintenance Contracts - 9,715.00 Additional batteries for TI-84 Plus graphing calculators - 400.00  Miscellaneous Sub-Total TECHNOLOGY FEE PLAN BUDGET SUBTOTAL \$1,030,729.98  Enterprise Initiatives (Blackboard, Email, Academic Advisement, Etc.)			
Supplies  Library - Printing and Photocopying Supplies  High yield toner cartridges for HP printers and copiers Paper - 8.5 x 11 (Letter) - 1 year supply of 225 boxes 1 year HP Service Agreement 40X2375 Konica-Minolta & Pharos Uniprint Annual Support & Maintenance Contracts Additional batteries for TI-84 Plus graphing calculators  Miscellaneous Sub-Total  TECHNOLOGY FEE PLAN BUDGET SUBTOTAL \$1,030,729.98  Enterprise Initiatives (Blackboard, Email, Academic Advisement, Etc.)	•	_	
High yield toner cartridges for HP printers and copiers Paper - 8.5 x 11 (Letter) - 1 year supply of 225 boxes 1 year HP Service Agreement 40X2375 Konica-Minolta & Pharos Uniprint Annual Support & Maintenance Contracts Additional batteries for TI-84 Plus graphing calculators  Miscellaneous Sub-Total  TECHNOLOGY FEE PLAN BUDGET SUBTOTAL  **Technology Fee Plan Budget Subtotal**  **Technology Fee Plan Budg	<del>-</del>	_	000.00
Paper - 8.5 x 11 (Letter) - 1 year supply of 225 boxes  1 year HP Service Agreement 40X2375  Konica-Minolta & Pharos Uniprint Annual Support & Maintenance Contracts  Additional batteries for TI-84 Plus graphing calculators  Miscellaneous Sub-Total  TECHNOLOGY FEE PLAN BUDGET SUBTOTAL  \$1,030,729.98  Enterprise Initiatives (Blackboard, Email, Academic Advisement, Etc.)	··		
1 year HP Service Agreement 40X2375 — 2,000.00 Konica-Minolta & Pharos Uniprint Annual Support & Maintenance Contracts — 9,715.00 Additional batteries for TI-84 Plus graphing calculators — 400.00 Miscellaneous Sub-Total		_	
Konica-Minolta & Pharos Uniprint Annual Support & Maintenance Contracts — 9,715.00 Additional batteries for TI-84 Plus graphing calculators — 400.00  Miscellaneous Sub-Total		225 _	
Additional batteries for TI-84 Plus graphing calculators  Miscellaneous Sub-Total  TECHNOLOGY FEE PLAN BUDGET SUBTOTAL  \$1,030,729.98  Enterprise Initiatives (Blackboard, Email, Academic Advisement, Etc.)	•		
Miscellaneous Sub-Total  TECHNOLOGY FEE PLAN BUDGET SUBTOTAL \$1,030,729.98  Enterprise Initiatives (Blackboard, Email, Academic Advisement, Etc.)	· · · · · · · · · · · · · · · · · · ·		
TECHNOLOGY FEE PLAN BUDGET SUBTOTAL \$1,030,729.98  Enterprise Initiatives (Blackboard, Email, Academic Advisement, Etc.)	The state of the s		
Enterprise Initiatives (Blackboard, Email, Academic Advisement, Etc.)			,
	TECHNOLOGY FEE PLAN BUDGE	T SUBTOTAL	\$1,030,729.98
Strategic Technology Initiative - 20% Allocation — 206,146.00			
	Strategic Technology Initiative - 20% Allocation		206,146.00

Personal Service Spending - Percentage of Total

45.07%

# HOSTOS COMMUNITY COLLEGE STUDENT TECHNOLOGY FEE PLAN FY 2015-2016 PROJECT AND ITEM DESCRIPTIONS

#### Academic Affairs - \$97,585

#### Educational Technology (\$15,820)

**Project: Integrating technology into teaching and learning** – The mission of EdTech is to integrate technology into teaching and learning by providing support and professional development to faculty and students. EdTech provides Blackboard, Smart Classrooms, multimedia, podcasting and lecture capturing training and development. EdTech also supports innovative initiatives like the iPad Pilot (to use mobile learning in the classroom, and immerse faculty to the use of 21st century technologies), and the Hybrid Initiative (to increase the number of hybrid courses offered at Hostos). EdTech also provides technology workshops and provide useful resources to students.

Personnel - EdTech Multipurpose Lab College Assistant (\$14,000, plus \$1,820 fringe benefits) – 1 part-time college assistant (1000 hours - \$14 per hour, 20 hours per week) to provide general and technical support for student and faculty workshops.

#### Mathematics (\$13,400)

**Project: TI-84 Plus Graphing Calculators** – There is always a high demand for graphing calculators in the Mathematics Department. We have more students in the STEM discipline, and thus are offering more sections of Calculus I, II, & III and Statistics courses (MAT 120), with demand increasing each semester. In this competitive job market, we must prepare our students to handle complex computational skills and graphing calculators are the beginning of this process. The current number of graphing calculators available for student use is not enough to meet enrollment in relevant courses.

**TI-84 Plus graphing calculators - 100 units (\$13,000) –** New graphing calculators to supplement existing units, for loan to students to meet current (and increasing) demand.

Additional batteries for TI-84 Plus graphing calculators (\$400)

#### Humanities (Media Design) (\$68,365)

**Project: Media Design Programs** – The Media Design Programs manage several classrooms, studios, and labs and the necessary equipment. This request serves to ensure students are provided with resources to ensure that they have the tools for success in a 21st century economy.

Personnel - Design Lab College Lab Assistants (\$31,000, plus \$4,030 fringe) and Sound Studio College Lab Assistants (\$29,500, plus \$3,835 fringe) – College lab assistants staff the labs year-round. Lab assistants act as student tutors and perform lab support duties, including software updates and equipment maintenance.

#### <u>Library – \$170,534</u>

**Project: Databases and Online Services** – Usage of databases and online services has increased again in the past year. In addition to the resources provided through CUNY Central as part of the Digital Library Initiative, the Hostos

Library subscribes to other services that are tailored to our academic programs, including Allied Health, the Natural Sciences, the Behavioral & Social Sciences, and the Humanities. This year no additions were made to the suite of databases that the Library provides.

#### Databases and Online Services (\$84,059) - Databases include:

- African-American History Online (Infobase)
- AltHealthWatch (Ebsco)
- American Chemical Society
- American History in Video
- American History Online (Infobase)
- American National Biography
- Cabell's
- Credo Reference
- Credo Criminology books
- Criminal Justice Abstracts with Full Text
- EasyBib (school edition)
- Ebrary Academic (ebooks)
- Encyclopedia Britannica
- Films on Demand (Hum & SS)
- GenderWatch (Proquest)
- Health Reference Center (Infobase)
- HAPI (Ebsco)
- IEEE\*
- JSTOR Health & Gen Sci
- Latin American Women Writers

- Latino Literature
- Learning Express
- Literary Reference Center (Ebsco)
- MathSciNet
- NetAnatomy
- Nature Journals\*
- New York Times Digital Edition
- Nursing Resource Center
- Nursing ebooks
- Omeka
- Referencia Latina
- ScienceDirect\*
- Science in Context
- Serials Solutions
- Springer\*
- Springshare (Libguides, etc.)
- StatREF (ebooks)
- Wiley Online\*
- US. History in Context

**Project: Printing and Photocopying Supplies** – Printing, copying services and other related resources continue to be heavily used in the library. We are requesting supplies and maintenance contracts for the coming year based on usage from last year.

#### Printing and Photocopying Supplies (\$16,995) - Items include:

- High-yield toner cartridges for HP printers and copiers (2 units) \$5,280;
- Paper 8.5 x 11 (Letter) 1 year supply of 225 boxes \$6,750
- 1-year HP Service Agreement 40X2375 \$2,000
- Konica-Minolta and Pharos Uniprint Annual Support & Maintenance Contracts \$9,715

Project: Technology Tutors for Laptop Loan, Reserves, Copying/Printing/Scanning – Funds are needed to support technology tutors in the library to provide technological support for students using the printing/copying/scanning systems as well as the Reserves service and the Laptop Loan Program. The Library houses and supports the only photocopy service for students on campus and the Reserve room, which houses nine copy machines, is extremely busy. Technology tutors provide additional support and maintenance for both the laptop/portable device loan program (calculators & DVD players). The increase in staffing provides for optimal coverage during the hours of operation for the library and the need to support two service desks.

Personnel – Library Technology Tutors for Access Services (\$37,000, plus \$4,810 fringe) – 6 college assistants. Average of \$12 per hour for 20 hours per week, for 48 weeks.

**Project:** ILC/Reference Computers – ILC/Reference computers provide access to a vast amount of information resources that enhances student educational achievements. Additionally, students have access to the Microsoft Office Suite (Word, Excel, Access, and Publisher) to work on assignments/projects related to their course work. These funds are requested for the replacement of existing PCs, purchased in 2010. New computers will allow students to work more efficiently in locating information and in the preparation of assignments/projects related to their course work. The current PC's in the ILC were installed in 2010 and we are requesting funds to replace them with newer, faster computers.

#### Information Technology - \$608,520

**Project: Computer Labs, Student Help Desk & Smart Classroom Operations and Support (ACC)** – This project facilitates the ever-increasing needs of the Academic Computing Center (ACC) to provide student help desk, open lab management, student quick learn sessions, tech tutors, equipment delivery and maintenance, and faculty/staff smart classroom support.

Deepfreeze software (\$1,300) -. Ensures standardized and secure desktop OS image.

Pharos pay-to-print maintenance (\$7,200) – Annual maintenance renewal for pharos software.

Smart Classroom maintenance (\$6,000) – Procurement of equipment/parts and service calls related to Smart Classroom maintenance

Personnel – ACC Equipment & Classroom Tech Support (\$132,000, plus \$17,160 fringe) – Part-time positions (10,000 total hours @ \$11 per hour). These staff provide equipment and classroom tech support.

Personnel – ACC Student Help Desk (\$112,000, plus \$14,560 fringe) – Part-time positions (8,000 total hours @ \$14 per hour). Help desk staff provide phone and in-person support.

**Personnel – ACC Tech Tutors (\$110,000, plus \$14,300 fringe) –** Part time positions (10,000 total hours at \$11 per hour). Tech tutors provide technology and assignment tutoring services in the open lab.

**Project: Student Degree Advisement & Early Alert Tracking** – The College has multiple initiatives (ongoing and new) to help support the engagement, retention and success of our students. DegreeWorks is a CUNY-wide solution but the maintenance is currently paid annually by individual colleges. Starfish Early Alert will be in its third year of implementation expanding to additional subjects and with a target of reaching 3,000 students by Spring 2016. The college has also been exploring electronic advising/course selection/what-if scenario products to help our students make more informed decisions pertaining to their academic pursuits.

**Degreeworks Annual Maintenance (\$13,000) –** As per maintenance agreement for this CUNY-wide solution. Annual software maintenance commitment to support pay-to-print and wireless printing solution for students

**Starfish Early Alert/Connect (\$54,000) –** Annual service fees for early warning system. Known on campus as Succeed@Hostos, the project is in its third year of implementation; use will be expanded to students in additional subject areas, with a target of reaching 3,000 students by Spring 2016.

**Project: Hostos Connect Text Messaging (non-emergency)** – Annual subscription costs a non-emergency text messaging/student outreach service and Constant Contact e-mail outreach tool.

**Blackboard Connect subscription (\$16,500) –** Annual fee to cover costs for service which has proved to be a very timely and effective way of conducting student outreach, especially for time sensitive communications.

Constant Contact annual cost (\$1,100) - Annual fee for tracking-enabled e-mail communications service.

**Project: Informational/Directional Kiosks** – Two additional informational/directional kiosks on campus to assist students and visitors with touch-screen access to services and how to get there from major locations on campus

- **Touchscreen kiosks with stands 2 units (\$5,000) –** The touch screen kiosk/stands provide interactive access to key locations/offices on campus as well as the ability to view or SMS the "directions" on how to get to those offices from your current location.
- **Interactive wayfinding software license 2 units (\$2,400) –** Four Winds Interactive wayfinding kiosk license which facilitates the campus map-based directions.

**Project: Charging Stations/Lockers** – To meet the increasing prevalence of students with one or more mobile devices on campus for personal or academic use, the college must provide secure charging stations/lockers to assist with our students' needs. Providing secure laptop charging stations enables students to recharge their laptop throughout the day without the worry of loss or damage to their equipment. Likewise, increased use of laptops may reduce the need for campus computer labs, thereby saving replacement costs

**10-Laptop charging stations - 3 units (\$9,200) –** The laptop charging locker can accommodate up to 10 individually-secured laptops and will be unlocked using the Hostos ID card. Three are being requested for the Open Lab, Library and one common area (C Building or A Building lobby).

**Project:** Hostos Mobile App Annual Support – These funds will facilitate Phase 2 of the Hostos Mobile App as well as the first year of annual maintenance for support and customizations required upon launch in Summer 2015.

- **Hostos mobile app Phase 2 development and integration (\$23,000) –** The Hostos Mobile App platform will directly improve student information access, campus outreach to students for time sensitive interventions as well as the ability to better collaborate with other students, faculty and staff.
- **Hostos mobile app annual support (\$5,000) –** Annual maintenance and support from the mobile app provider to ensure continued timely resolution of app-related issues.

**Project: Student Anytime/Anywhere Document Storage and Sharing** – This solution will facilitate anytime/anywhere access for students (lab, web, mobile app) to their documents including the ability to securely share links with fellow students and faculty using their Hostos credentials. Availability of a digital "drop box" to students will help increase usage of Hostos resources and reduce need for USB drives and printouts

**Digital drop-box functionality (\$32,000) –** Anytime-anywhere access for students to their documents without the need for a USB drive, with sharing capabilities.

**Project: Student/Faculty Services Infrastructure Maintenance** – These funds help ensure ongoing maintenance and support for critical student technology infrastructure including wireless internet, virtual lab terminals, mobile device management for iPad carts, digital signage, Microsoft Professional Services, and EduCause.

- **Aruba Wireless Maintenance (\$7,200)** Annual maintenance and support agreement ensures timely resolution of wireless infrastructure issues.
- **Citrix Virtual Lab environment maintenance (\$7,000) –** Annual maintenance and support agreement for all Open Lab, Public and Library virtual terminals which are used by students for computing.
- **Airwatch Mobile Device Management (\$5,000) –** Used to manage/update/secure the iPads-on-wheels by providing students with customized apps and other preferences when using the devices..... *This software allows the continued management of a growing number of administrative and instructional use iPads on campus. It facilitates profile and app management, device security, ease of deployment, etc. This software will allow for exploration of remedial supplemental instructional tools for use in the classroom.*
- **EDUCause Annual Membership (\$1,200) –** Subscription to the EDUCause consortium which provides access to student/academic technology related documentation, research and groups

**Microsoft Professional Support Services (\$1,400) –** Institutional support for the entire Microsoft platform which includes student e-mail, active directory, etc.

### Student Development and Enrollment Management -\$87,000

**Project: Student Services for Enrollment and Retention** – The items below all pertain to software, hardware, and online services that relates directly to the provision of student services. Many of the items requested are necessary to maintain existing services.

- **Titanium Schedule 45 user licenses (\$6,000) –** Annual license fee. The software manages student services and scheduling appointment for academic advisement, registration, counseling, student workshops signup etc. Currently, the 45 user licenses are used in the following offices: Accessibility Resource Center; College Discovery; Counseling Center; Dean of Students Office; Student Success Coaching Unit; Transfer Services; and Enrollment Intake.
- **Financial Aid TV annual service fee (\$12,000.00)** This online video service shows students how to apply for financial aid when they are unable to meet face-to-face with a financial aid advisor. In addition to offering student loan application workshops, this service provides 24/7 service to answer financial aid questions.
- Dell desktops 20 units (\$24,000) & 4 units with 26" monitors (\$8,000) The 24 Dell desktops in the SDEM Lab were purchased in June 2010. Extended warranties for these computers expired June 2014, and it has become more and more difficult for IT to update the software and/or fix the computers; four computers are currently non-functioning. The existing computers are also slow, and page time-outs in CUNYfirst mean that students have had to log in again and restart the application process. At the recommendation of CUNY Central Office following our most recent ADA compliance visit (Nov. 2014), we will purchase four computers with 26" monitors to meet the needs of our rising disabled student population.
- Replacement desktops for Financial Aid Lab 5 units (\$6,000) Replacement computers for the Financial Aid Lab. Extended warranties for the 5 desktops currently in use expired June 2014. The computers are also slow, and students have had trouble submitting FAFSA applications online as a result.
- New Student Enrollment Seminar promotional items 1,600 units @ \$5 each (\$8,000) Promotion items for the new students who attend a full day of Enrollment Seminar (About 800 attendees per semester). SDEM has scheduled nine Saturdays (from March to June) and will invite about 1,200 Fall 2015 new students to attend.

**Project: Expansion of the Testing Center Computer Lab** – Due to the increased number of students who need to be tested before classes, during midterms and at the end of the semester, the Testing Center was expanded to include space for an additional 15 workstations. A renovation were completed and new furniture was installed in June 2014. 15 workstations need to be set up in order to have the expanded area ready for Fall 2015 student assessment tests.

- **Desktops for additional Testing Center workstations 15 units (\$18,000)** Needed for the expansion of the Testing Center.
- **Network switch, wiring, and power supplies for Testing Center expansion (\$5,000)** –. Needed to add network connectivity for the additional (new) workstations.

#### Accessibility Resource Center - \$67,090.98

**Project:** AccessMentor Program – After achieving positive results from working with students individually on academic success it became apparent that an academic/mentorship program would be beneficial to students who were having difficulty with learning. This need to address such limitations have led us to pursue an academic mentorship program which we have coined AccessMentor. Importantly, implementing the program via smart tablet and mobile solutions allows the program to leverage limited resources in order to mentor more students with disabilities.

Our cohort will be comprised of students who have been diagnosed with disabilities, and who have severe limitations on executive functioning skills. This group of students have been deemed most likely to not succeed. They lack the abilities to handle frustration, start and complete tasks, recall and follow multi-step directions, stay on track, plan, organize, and self-monitor. In order to help meet these challenges, students are trained on technology. Assistive technology allows them to capture the lecture, organize classroom material and create better studying techniques. By sharing a digital calendar system we are able to monitor student's coursework and help them create a realistic plan for getting through the semester. Administering the mentorship program involves periodic progress meetings, tracking academic achievement, and as needed guidance either face to face or virtually.

We hope to cultivate and environment that focuses on academic interest, understanding of the material, less frustration with their coursework but most of all a greater sense of self-worth. We hope results will show an overall increase in GPA and retention, which in turn help students with disabilities become well orientated to college life

**iPads for ARC pilot program - 15 units (\$12,000) –** Needed to provide students with the platform to communicate and participate in Pilot Program.

iPad cases for ARC pilot program - 15 units (\$1,000) - Needed to protect equipment from wear and tear.

Additional iPad hardware for ARC pilot program - extra power cords/USB cables (\$600) - Extra cords & cables

**iPad apps - for research and implementation in ARC pilot program (\$600) –** \$300 each semester will be used to purchase apps that will be researched and potentially implemented.

**Project: The Accessibility Resource Center (ARC)** – ARC serves students with disabilities at Hostos Community College through assistive technology software and equipment. The ARC is requesting new equipment to upgrade computers in the ARC lab subject to warranty expiration, and to provide technology for loan to students with disabilities.

- **Dell desktops 8 units (\$9,600) and Dell desktops with 26" monitors 2 units (\$3,000) We are requesting 10 new computers to upgrade existing computers with expired warranties.**
- LiveScribe pens and accessories: LiveScribe 4G Sky Smartpens- 25 units (\$5,000); LiveScribe cases 25 units (\$1,250); LiveScribe USB cords 25 units (\$625); and LiveScribe-compatible notebooks 1 case (\$1000) Many students with learning disabilities find the LiveScribe pens especially helpful because they are able to have an audio recording of the lecture that is synchronized with their notes. This makes it easy to review the lecture and fill in anything they may have missed. We have also found the LiveScribe pens as a cost effective method that helps us meet the demand of note taking services and alleviate the financial burden of paying hourly college assistants for that service.
- **Handheld Scanners 10 units (\$950) –** Portable scanners provide students who utilize assistive technology with real-time digital access to any materials handed-out in class.
- Personnel Assistive Technology Manager Disability Accommodation Specialist (P/T 1560 hrs.) (\$27,846) The Assistive Technology Specialist is responsible for providing technical expertise and support in furtherance of ARC's mission to provide equal access to higher education for students with disabilities

# HOSTOS COMMUNITY COLLEGE STUDENT TECHNOLOGY FEE COMMITTEE MEMBERS, SPRING 2015

#### **Division of Administration and Finance**

Esther Rodriguez-Chardavoyne Senior Vice President of Administration and Finance Varun Sehgal Assistant Vice President for Information Technology

Pearl Shavzin Administrative Coordinator for Administration and Finance

#### **Division of Academic Affairs**

Amaris Matos Director of Academic Affairs

Madeline Ford Chief Librarian

Carlos Guevara Director of Educational Technology

# **Division of Student Development and Enrollment Management**

Nathaniel Cruz Vice President of Student Development and Enrollment Management

Johana Rivera Associate Dean of Student Development
Raymond Perez Director of the Accessibility Resource Center

### Office of the President

Piotr Kocik Director of Institutional Research

#### **Student Representatives**

Lennon EscotoHostos Student Leadership AcademyYunerys LirianoHostos Student Leadership AcademyJoseph E. Charles IIHostos Student Leadership AcademyDjibrina OuedraogoHostos Student Leadership Academy