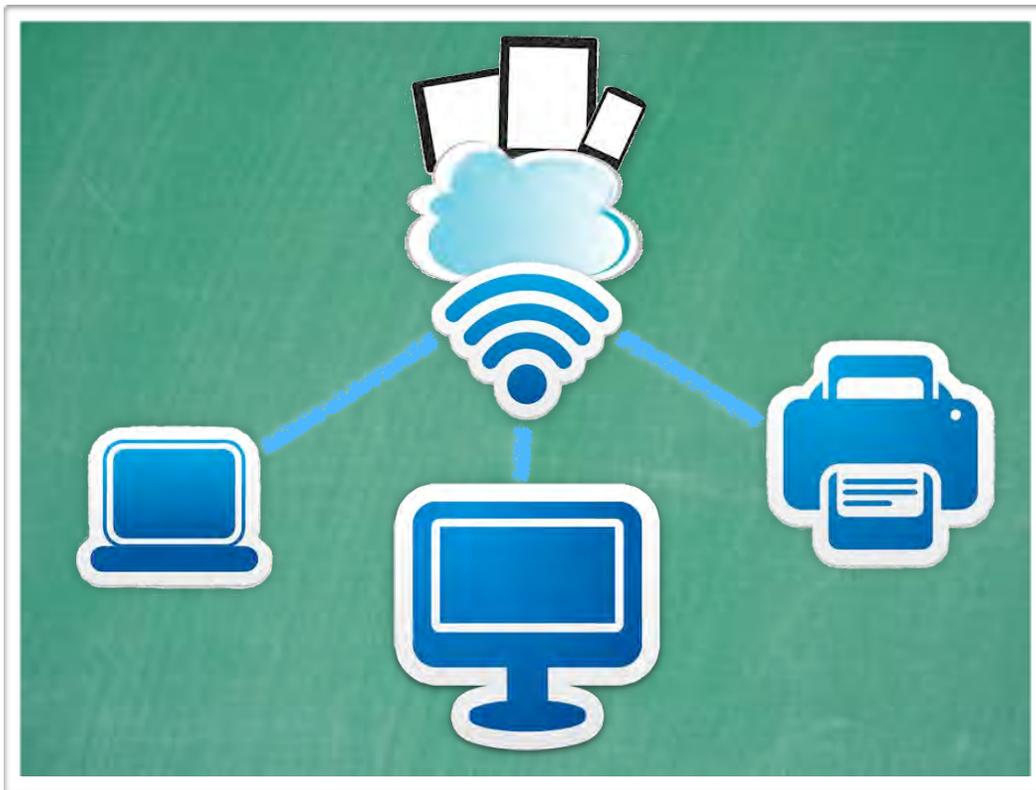


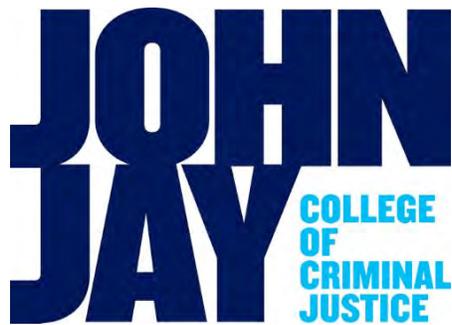
JOHN JAY COLLEGE OF CRIMINAL JUSTICE



STUDENT TECHNOLOGY FEE PLAN 2014-2015

SUBMITTED BY: STUDENT TECHNOLOGY FEE ADVISORY COMMITTEE

April 2014



STUDENT TECHNOLOGY FEE ADVISORY COMMITTEE MEMBERS

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DEPARTMENT OF INFORMATION TECHNOLOGY

YVETTE FIBLEUIL
PROJECT COORDINATOR
DEPARTMENT OF INFORMATION TECHNOLOGY

*Click on highlighted line item to jump to project description.

Academic Calendar Year

2013/2014 2014/2015¹ 2015/2016

Staff Costs² (List each position, title, salary and fringes)

	\$	\$	\$
College Assistants (Lab Support)	612,154	873,123	869,543
<i>Lab/Cyber Assistants (CLSS)</i>	53,092	59,993	59,993
<i>Computer Technicians (CLSS)</i>	179,750	203,119	203,119
<i>Laptop Loan Assistant (CLSS)</i>	26,720	30,192	30,192
<i>Lab Coordinators/Trainers (CLSS)</i>	-	131,805	131,805
<i>Lab Assistant (Comm)</i>	12,557	14,201	14,201
<i>Lab Assistant (Couns)</i>	10,000	11,305	11,305
<i>Helpdesk Support (DoIT)</i>	91,300	103,206	103,206
<i>Student Services Web Developers (DoIT)</i>	44,438	50,215	50,215
<i>Lab Assistant (FOR)</i>	17,160	19,391	19,391
<i>Lab Assistant (Grad)</i>	12,529	14,170	14,170
<i>Video Lecture Production Asst (Jjay Online)</i>	-	23,269	23,269
<i>Student Support Services (Jjay Online)</i>	-	23,269	23,269
<i>Lab Coordinator/Lab Assistants (LPS)</i>	18,682	21,125	21,125
<i>After Hours Study/Word Processing Lab Assist/E-Reserve (LIB)</i>	36,460	41,199	41,199
<i>Lab Assistants (Math)</i>	39,240	44,344	44,344
<i>Lead Lab Technician (Math)</i>	20,280	22,291	22,291
<i>Adaptive Technology Specialist (OAS)</i>	-	3,580	-
<i>Lab Assistants (SEEK)</i>	15,000	16,955	16,955
<i>AV Student Event Technicians (TESS)</i>	28,080	31,731	31,731
<i>Statistics Lab Assistant (UGS)</i>	6,866	7,763	7,763
Full-Time PS	542,274	834,289	828,285
<i>Blackboard Systems Coordinator - H.E.a (AcAff)</i>	74,190	78,897	78,897
<i>Systems Administrator - IT Assoc L2 (CLSS)</i>	88,664	94,398	94,398
<i>Evening Tech. Coordinator - IT Assist L1 (CLSS)</i>	61,882	65,884	65,884
<i>Project Coordinator - H.E.a (DoIT)</i>	-	104,972	104,972
<i>CUNYfirst/Blackboard Support - H.E.a (DoIT)</i>	50,000	53,233	53,233
<i>Director - HEO (Jjay Online)</i>	-	150,197	150,197
<i>Blackboard Support - H.E.a (Jjay Online)</i>	50,000	53,233	53,233
<i>Electronic Librarian - Assoc. Prof. (LIB)</i>	105,392	112,330	112,330
<i>Library Network Manager - HEA (LIB)</i>	101,996	108,592	108,592
<i>Improving eDocuments - Adj. Prof. (LIB)</i>	6,150	6,549	6,549
<i>Cataloging John Jay Videos - Adj. Prof. (LIB)</i>	4,000	6,004	-
Sub-Total	1,154,428	1,707,412	1,697,828

Consulting	\$	\$	\$
	-	-	-
Sub-Total	-	-	-

Hardware, Networking, Peripherals				
	Qty	\$	\$	\$
<i>Personal Computers/Servers/Laptops</i>				
PCs		300,000	306,000	300,000
<i>Computer Replacement</i>	500	300,000	300,000	300,000
<i>Dig For/Cyber Sec Comp (PMgmt)</i>		-	6,000	-
Laptops		-	4,377	-
<i>Longterm Laptop Loan (UGR)</i>	6	-	4,377	-
Servers		9,280	13,000	-

Storage Server Replacement (LIB)	1	\$ 9,280	\$ 13,000	\$ -
Projection Device		7,633	7,633.00	\$ 7,633
<i>Projector Bulb Repl (CLSS)</i>		\$ 7,633	\$ 7,633	\$ 7,633
Printers/Scanners		\$ 2,730	\$ 16,730	\$ 2,730
<i>NH Student Scanners (CLSS)</i>	1	\$ -	\$ 400	\$ -
<i>BookScan Station Maint (LIB)</i>		\$ 2,400	\$ 2,400	\$ 2,400
<i>BookScan Stations (LIB)</i>		\$ -	\$ 13,600	\$ -
<i>Student Copier Maint. (StuGov)</i>		\$ 330	\$ 330	\$ 330
Routers/Hubs/Wiring		\$ -	\$ -	\$ -
Infrastructure		\$ -	\$ -	\$ -
Wiring		\$ -	\$ -	\$ -
Sub-Total		319,643	347,740.00	\$ 310,363

Software

(Provide product name and estimated cost, if known)

Security, Fire, Emergency Mgmt Biometric System (SFEM)		\$ -	\$ 7,145	\$ -
Digication ePortfolios (UGS)		\$ -	\$ 3,000	\$ -
CPP Student Career Online Assessment (CarDev)		\$ 1,090	\$ 1,090	\$ 1,090
Deep Freeze (CLSS)		\$ 2,400	\$ 2,400	\$ 2,400
Digital Signage Software Maint. (CLSS)		\$ 2,000	\$ 2,000	\$ 2,000
eTraining (CLSS)		\$ 6,000	\$ 6,000	\$ 6,000
Misc. Software (CLSS)		\$ 30,000	\$ 30,000	\$ 30,000
Verdiem (CLSS)		\$ 2,340	\$ 2,340	\$ 2,340
SPSS Virtual Campus (MSRC)		\$ 5,000	\$ 5,000	\$ 5,000
TutorTrac/LabTrac (MSRC)		\$ 1,349	\$ 1,349	\$ 1,349
Enhanced Accessibility Mgmt Software (OAS)		\$ -	\$ 3,185	\$ -
Lab Instructional Resources (Soc)		\$ -	\$ 10,425	\$ -
Plato (SEEK)		\$ 2,531	\$ 2,531	\$ 2,531
Sub-Total		\$ 52,710	\$ 76,465	\$ 52,710

Library Electronic Databases

eResources		\$ 235,000	\$ 235,000	\$ 235,000
EBSCO Discovery Service		\$ 20,000	\$ 16,000	\$ -
eReserves		\$ 5,058	\$ 5,058	\$ 5,058
eReserve Upgrade		\$ -	\$ 4,000	\$ -
Sub-Total		\$ 260,058	\$ 260,058	\$ 240,058

Furniture

Mobile Charging Stations (LIB)		\$ -	\$ 9,895	\$ -
Jay Walk Solar Charging Stations (Fac)		\$ -	\$ 50,000	\$ -
Sub-Total		\$ -	\$ 59,895	\$ -

Construction

Westport Smart Classroom Enhancement (CLSS)		\$ -	\$ 85,400	\$ -
Collaborative Student Workspace (LIB)		\$ -	\$ 35,000	\$ -
Sub-Total		\$ -	\$ 120,400	\$ -

Faculty Development and Training

Faculty Development (Provost)	\$ -	\$ 90,000	\$ -
Faculty Development (LIB)	\$ 5,000	\$ 5,000	\$ 5,000
Sub-Total	\$ 5,000	\$ 95,000	\$ 5,000

Miscellaneous

Improved Tech Access & Delivery (AcAdvise)	\$ -	\$ 5,245	\$ -
Guitar Project (Art & Music)	\$ -	\$ 8,840	\$ 1,000
Misc. Supplies (CLSS)	\$ 30,000	\$ 30,000	\$ 30,000
Print Management (CLSS)	\$ 75,000	\$ 75,000	\$ 75,000
Smart Classroom Replacements (CLSS)	\$ 20,000	\$ 20,000	\$ 20,000
Video & Computer Production Equipt (DisRes)	\$ -	\$ 4,602	\$ -
Call Center Maintenance (DoIT)	\$ 13,000	\$ 13,000	\$ 13,000
Student Internet Radio Station (English)	\$ -	\$ 4,620	\$ -
Video Production Basics (English)	\$ -	\$ 6,617	\$ -
JJ Online: Next Phase OTPS (Jjay Online)	\$ 50,000	\$ 69,200	\$ 69,200
Clickers (LIB)	\$ -	\$ 1,992	\$ -
Video Collection (LIB)	\$ 14,000	\$ 14,000	\$ 14,000
Streaming Video Collection (LIB)	\$ 25,548	\$ 25,548	\$ 25,548
Accessible Health Tech (OAS)	\$ -	\$ 8,390	\$ -
UMI Student Lounge Tech (UMI)	\$ -	\$ 4,050	\$ -
Sub-Total	\$ 227,548	\$ 291,104	\$ 247,748

Enterprise Initiatives (Blackboard, Email, Academic Advisement, Etc.)

ETI	\$ 249,202	\$ 331,875	
STI	\$ -	\$ 251,000	\$ 251,000
Sub-Total	\$ 249,202	\$ 582,875	\$ 251,000

TOTAL 2,268,589 3,540,948.92 2,804,707

Annotations:

- ¹ Fringe benefit rates increase to 24.3% for part-time and 41.6% for full-time PS.
- ² John Jay College Tech Fee plan PS allocations include salary and associated fringe benefit expenses.

Project Name:	Improving Tech Access & Delivery		
Department:	Academic Advisement		
Expected Start Date:	7/1/14	Expected End Date:	6/30/15
Project Leader:	Cassandra Evans		
Proposed Budget:	\$5,245		
Project Description:			
<p>The Academic Advisement Center (AAC) respectfully requests new technology resources to better serve students with registration and record-management as the College moves into the implementation of CUNYfirst. The impact of converting to this new registration and student record system will be felt extensively by students accessing services in the AAC, where students seek advisement, help with registration, and attend workshops for student success. Therefore, the AAC is requesting additional technology to effectively roll out this new application and serve students more effectively and efficiently with it.</p> <p>The mission of the AAC at John Jay College is to educate and empower students in their own academic planning. A very young Center, AAC has grown from seeing only first-semester freshmen to now serving all students at all class levels. In just six short years of existence, the Center has grown from only three full-time advisors to 11 full-time advisors, five part-time advisors, one office administrator, two part-time college assistants, and 12 hour peer advisors. On average, the AAC now sees 7,000 students per semester. In addition, during peak registration times, AAC sees more than 1,500 students in a three-week period at the Super One Stop (SOS) registration walk-in advisement arena. During Fall 2013 SOS, advisors completed 2,095 student visits. During Spring 2014 SOS, advisors completed 1,521 student visits.</p> <p>Typical in-office appointments for registration and advisement are scheduled for 30 minutes. However, colleagues at sister campuses who have already gone through the CUNYfirst conversion tell us that student appointment times will now require at least 45 minutes per student. Because the system is slower and requires searching through multiple screens, advisement will take longer. With the new CUNYfirst application, service time for students accessing information, registering for classes and troubleshooting records issues will nearly double in some cases.</p> <p><i>(cont'd)</i></p>			

Responding to CUNYfirst

In preparation for the new software implementation, the senior director and advisors have been visiting other CUNY campus advisement centers and taking training workshops to bring them up to speed with how to best serve students using the new system. Colleagues around the university all consistently noted the additional amount of time that is needed in using the new interface. Thus, it was suggested each advisor use a second computer monitor screen to access information that was once held entirely on one screen in SIMS. With the purchase of new monitors, advisors will be able to remain as productive in instructing students how to use CUNYfirst and in registering those who need assistance. Our goal is to maintain positive enrollment numbers and to reduce any attrition as a result of students feeling frustrated and unsupported. In this proposal, we request to use Tech Fee resources to create infrastructure and sustainability for this massive shift in advisement technology.

Training Students in Workshops

In addition to the use of secondary monitors to elevate the speed of advisement and registration, the AAC requests a classroom projector, laptop and projection equipment for its classroom and conference room. Students also come to the AAC classroom for group registration sessions and group advisement. Currently, this is not a “smart” classroom area and advisors must borrow equipment each time the Center has a group presentation. This equates to the AAC borrowing equipment half of the year. Acquiring its own classroom equipment for both the classroom and large conference room would increase the number of students we can reach for group advisement, allowing the Center to hold sessions of 20 and 15 respectively in these larger spaces. It will allow advisors to instruct students more effectively in CUNYfirst use and long-term in new registration tools such as outreach software linked off the website from our CONNECT and RETAIN software purchased from Hobson’s.

Project Name:	Adaptive Technologist		
Department:	Office of Accessibility Services		
Expected Start Date:	7/1/14	Expected End Date:	6/30/15
Project Leader:	Crystal Vazquez		
Proposed Budget:	\$3,580		
Project Description:			
<p>Overview and Rationale for Request: (Describe project and purpose. Be prepared to present proposal to Student Technology Fee Committee)</p> <p>The Office of Accessibility Services (OAS) is requesting resources to better serve students with disabilities at John Jay College. The office currently service 600+ students. The materials requested will aid in providing reasonable accommodations to students who are enrolled within the office. The Office of Accessibility Services currently provides an array of accommodations which benefits students who have a visual impairment, medical, neurological and psychological impairments.</p> <p>The mission of the Office of Accessibility Services at John Jay College is to ensure that students with disabilities have equal access to all college programs, services and activities. It is our objective to see that students with disabilities are provided with an impactful learning experience. The Office of Accessibility Services challenges every individual to be independent, responsible, problem-solvers and self-advocates in charge of their own lives.</p> <p>The Office of Accessibility Services is requesting the following: We submitted a Technology Fee submitted on Thursday, February 27, 2014. In addition to that submission, the Office of Accessibility Services would like to request a part-time Adaptive Equipment Specialist to be paid from the Technology Fee. The part-time Adaptive Equipment Specialist would be paid \$12.00 an hour and work 15 hours a week.</p> <p>Monitors student utilization of Adaptive Lab equipment and collects necessary data for evaluation of services.</p> <p>Troubleshoots, evaluates, and upgrades assistive software and hardware as necessary.</p> <p><i>(cont'd)</i></p>			

The individual that is hired would be used for the following:

Acts as a resource for adaptive/assistive technology for the Office of Accessibility Services does related work as required.

Designs original adaptive equipment and/or adapts commercially available equipment in order to give multi-handicapped students access to educational technology, primarily in the area of computers including both hardware and software.

Works as team member of the Office of Accessibility Services facilitating the overall goals and mission of Disability Services.

Assists Disability Services personnel in the evaluation of students' specific assistive technology needs.

Assists eligible students with documented disabilities in assistive technology and adaptive equipment to meet their individual needs.

Provides academic tutorial assistance in association with technology to support the learning differences of students with documented disabilities.

Provides information, as necessary, to faculty and staff on the use of assistive technology and adaptive equipment.

Presents workshops and seminars, as needed, to faculty and staff on the use of assistive technology.

Performs other related duties.

Project Name:	Enhanced Accessibility Technology		
Department:	Office of Accessibility Services		
Expected Start Date:	7/1/14	Expected End Date:	6/30/15
Project Leader:	Crystal Vazquez		
Proposed Budget:	\$3,185		
Project Description:			
<p>The Office of Accessibility Services (OAS) is requesting resources to better serve students with disabilities at John Jay College. The office currently service 600+ students. The materials requested will aid in providing reasonable accommodations to students who are enrolled within the office. The Office of Accessibility Services currently provides an array of accommodations which benefits students who have a visual impairment, medical, neurological and psychological impairments.</p> <p>The mission of the Office of Accessibility Services at John Jay College is to ensure that students with disabilities have equal access to all college programs, services and activities. It is our objective to see that students with disabilities are provided with an impactful learning experience. The Office of Accessibility Services challenges every individual to be independent, responsible, problem-solvers and self-advocates in charge of their own lives.</p>			

Project Name:	Accessible Health Technology		
Department:	Office of Accessibility Services		
Expected Start Date:	7/1/14	Expected End Date:	6/30/15
Project Leader:	Crystal Vazquez		
Proposed Budget:	\$8,390		
Project Description:			
<p>The Office of Health Services is requesting resources to better serve the students within the John Jay College community. The John Jay Student Health Center provides quality and affordable health care to the student body and educate student patients about preventive and acute medical care. The center and the programs it offers, address the physical, emotional and social well-being of students through accessible, high quality, cost effective health services and activities. Through the Student Health Center, students can also participate in health-related programs. Students may obtain health insurance information as well as participate in immunization clinics for necessary Measles, Mumps, Rubella (MMR), HPV (Gardasil), and flu inoculations, as well as many other services.</p> <p>Titanium Schedule Software</p> <p>Titanium Schedule is an electronic record keeping system that is designed specifically for university and college counseling centers. The software is used at over 850 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 purpose of the software is to obtain a sufficient amount of data that will be used for statistical analysis reports and assist in the daily activities in student wellness. By tracking appointments, referrals, and services will allow the office to provide effective and efficient customer services.</p>			

Project Name:	Guitar Project		
Department:	Art & Music		
Expected Start Date:	7/1/14	Expected End Date:	6/30/15
Project Leader:	Benjamin Lapidus		
Proposed Budget:	\$8,840		
Project Description:			
<p>Art and Music, through our 2009 music technology fee is currently offering four sections of Music 199: Introduction to Guitar with twelve Yamaha Silent Guitars allocated for student use and one for instructor use. This guitar class has been extremely successful since it began in Fall 2012 and the department will offer six sections in Fall 2014. An advanced guitar ensemble class will run in Spring 2015 to fulfill the 200-level composition/performance sequence of the Music Minor. This request is to purchase 14 more Yamaha Silent Guitars and to provide a recurring maintenance budget of \$500 per semester to repair these instruments since they are in heavy use. As opposed to ordinary acoustic guitars, these technologically advanced instruments are essential for successful pedagogy and practice, because they do not project any sound. Students use the included headphones (or their own) to listen to themselves as the instructor teaches them material. This really allows the instructor to engage with each student individually and differentiate instruction as needed without hearing several guitars playing at once. For this reason, standard acoustic guitars are more expensive to maintain and are not ideal for group instruction since they project sound. These instruments will also be available for use by students in the digital recording and composition courses, MUS 236: Music Technology and MUS 336: Composition Through Technology where they will deepen their understanding of incorporating live instruments into digital audio media. It is very common for students to enroll in these two classes after they take MUS 199 so that they can complete the performance/composition track of the minor.</p>			

Project Name:	Student Scanner - North Hall Lab		
Department:	Classroom Lab Support Services (CLSS)		
Expected Start Date:	7/1/14	Expected End Date:	6/30/15
Project Leader:	Margaret Murphy		
Proposed Budget:	\$400		
Project Description:			
<p>As part of an ongoing program to bring current technology/equipment into North Hall, the CLSS Labs can broaden and better serve scanning needs through the purchase of an easy to use duplex desktop automatic feed scanner, with the capability to scan directly to cloud services.</p>			

Project Name:	Westport Smart Classroom Enhancement Expansion		
Department:	Classroom Lab Support Services (CLSS)		
Expected Start Date:	7/1/14	Expected End Date:	6/30/15
Project Leader:	Raymond Jiggetts		
Proposed Budget:	\$85,400		
Project Description:			
<p>Westport is one of our sites with 20 classrooms heavily used for teaching and presenting. However, it was not part of the previous classroom enhancement project. Consequently, these rooms have the first generation of smart classroom equipment, but cannot be folded into the smart classroom management system. Therefore, it is imperative that funding be allocated for the enhancement of these classrooms as part of a 3 year project.</p>			

Project Name:	Student Internet Radio Station		
Department:	English		
Expected Start Date:	7/1/14	Expected End Date:	6/30/15
Project Leader:	Lyell Davies		
Proposed Budget:	\$4,620		
Project Description:			
<p>With this equipment, John Jay students will have all the tools they need to operate an online, digital radio station. It will be portable for use in the classroom or at locations around the campus. It will enable students to create a range of genres of radio broadcasting: from multi-microphone talk shows or radio-based theater productions; to DJ-mixing or news reports and commentary; live music or spoken word broadcasts; call-in and remote interview formats. And it will enable students to archive their live radio broadcasts for later airings or podcasts, or to add audio samples their personal work portfolios.</p> <p>Over the last two semesters John Jay students have been operating an Internet radio station, broadcasting every Tuesday during community hour. They have done this by begging and borrowing the equipment they need, often working against all odds with inferior equipment. The equipment requested here will be an Internet-radio-station-in-a-box, enabling the reliable creation of a high quality broadcasts by students.</p>			

Project Name:	Video Production Basics		
Department:	English		
Expected Start Date:	7/1/14	Expected End Date:	6/30/15
Project Leader:	Lyell Davies		
Proposed Budget:	\$6,617		
Project Description:			
<p>This request is for video equipment for use by students enrolled in the course Video Production Basics, offered every semester. In this course, students learn the basic abilities needed for professional video production while authoring their own short documentary or fiction videos, or other forms of moving image media. Through these activities, students expand their media literacy and technical abilities while engaging in project based, collaborative learning activities. This course is an important presence within John Jay College’s growing roster of media courses. For students, it provides a unique hands-on media making experience.</p>			

Project Name:	Solar Charging Stations for Jay Walk		
Department:	Facilities Management		
Expected Start Date:	7/1/14	Expected End Date:	6/30/15
Project Leader:	Elmer Phelon		
Proposed Budget:	\$50,000		
Project Description:			
<p>Provide additional charging station for students' electronic devices.</p> <p>Facilities Management proposes to install 2 new charging stations on the Jay walk that will allow students to power phones, computers, iPods, and similar electronic devices with 100 percent solar power.</p> <p>Colleges, Universities parks and recreation areas that already use WI-FI technology now have the benefit of supplying green energy to charge electronics without the difficulty and expense of installing expensive wiring. This technology has been installed successfully at Texas A & M, University of Florida and University of Central Florida among others.</p>			

Project Name:	Student Services Web Developer		
Department:	Department of Information Technology (DoIT)		
Expected Start Date:	7/1/14	Expected End Date:	6/30/15
Project Leader:	Juan Baez		
Proposed Budget:	\$50,215		
Project Description:			
<p>To extend the services of two part-time programmers previously funded by Student Tech Fee. These programmers will continue to be a critical part of the web application development team. Our team is responsible for development and maintenance of all applications under John Jay’s Student portal (Jay Stop). Currently, these programmers are in the process of developing a self-service slide submission and management tool for Jay Stop, updating self-service applications which previously ran with a SIMS database to use CUNYfirst data, along with several other high profile projects.</p> <p>We developed Jay Stop, a student portal that centralized all vital student information in a single location. The main focus of this portal was to provide self-service tools to mitigate the need of standing in line at the different offices during registration. In the last year and a half, we've developed over 60 self-service web applications for students.</p> <p>Some of these include: My Course Schedule, My Transcript, Graduation Application, Financial Aid Budget Letter, Certificate of Enrollment, My Stops, Student Clearinghouse, NJ Transit Monthly Pass, Change of Major, Change of Address, Password Reset, Readmission Form, Graduate Specialization Form, among others.</p> <p>Since its launch in 2009, the portal has had over 1.7 million visits and 5.4 million pageviews. My Course Schedule Online has had 55k visits, 25k students accessed My Enrollment Letter, 102k My Transcript, 31k Change My Info, 12k Change of Major, 23k Graduation Application, 9k National Student Clearinghouse, 6k NJ Transit Monthly Pass, and 19k viewed their stops online.</p> <p>These services greatly enhance the student experience at John Jay and increases the administration's productivity as they can focus their time on more critical issues. Based on the great success of this portal and the self-service tools, is to keep the momentum going, and continue to provide excellent customer service to our students.</p> <p style="text-align: right;"><i>(cont'd)</i></p>			

Other projects these developers have worked on include:

- The Office of Accessibility Services Student Accommodation Request Form
- John Jay College Way Finding - Paths Creation
- The Office of Graduate Studies Visitors' Log
- New Email Creation Process (A program for verifying whether emails were created in the active directory for new students)
- Major-Minor Quest for SASP
- Office of Student Transition Programs Participation Form
- General Education Online Application
- Scala Project (Integrating Twitter into the Scala Digital Signage)
- ListServ – Important Announcements Email Digest
- Major Quest Digital Treasure Hunt Online Application
- Crestron Project (This will allow users to change devices to be used with the Crestron systems in all the smart classrooms)

Project Name:	John Jay Online: Next Phase		
Department:	John Jay Online		
Expected Start Date:	7/1/14	Expected End Date:	6/30/15
Project Leader:	Feng Wang		
Proposed Budget:	\$69,200		
Project Description:			
<p>The College has conducted a comprehensive campus-wide planning process for online education during the past years, as the need and demand for its online courses and programs become evident.</p> <p>According to the latest complete data of academic year 2012-2013, over 330 online course sections were offered to our students; approximately 2,600 (or 17 percent) of undergraduate students and 460 (or 21%) of graduate students took at least one online course. In addition, hundreds of other courses were offered as hybrid online or enhanced online courses that integrated online learning into traditional on-campus education. Moreover, most of our courses utilized some form of online learning technologies, including CUNY’s official learning management system—Blackboard.</p> <p>To better meet the needs of our current and future students, we will both enhance our existing online education services and offer new online degree and certificate programs and courses in various disciplinary and interdisciplinary areas. The College’s initiatives in online education represent a strong commitment to increasing access to education and training, while maintaining the same rigorous academic standards that are applied to our on-campus courses.</p> <p>This purpose of this proposal is to renew the funding necessary to support the operations of John Jay Online and to provide funding for the Library in support of the new online Master of Science in Security Management program.</p>			

Project Name:	Collaborative Student Work Space		
Department:	Library		
Expected Start Date:	7/1/14	Expected End Date:	6/30/15
Project Leader:	Bonnie Nelson		
Proposed Budget:	\$35,000		
Project Description:			
<p>The Library Department and the Office of Space Planning are jointly requesting one-time funds for a pilot project for collaborative, technologically state-of-the-art, group work spaces in the Lloyd Sealy Library.</p> <p>Increasingly, John Jay students are assigned to work collaboratively on projects that result in Powerpoint, web or other presentations. They need enclosed spaces designed to enable groups to work on building their presentations, but small group rooms are almost non-existent in the College outside of the Library, which has a precious few. Libraries are now being designed—and redesigned—to provide for large numbers of group study rooms with computer and presentation equipment to facilitate this collaborative work. This project will provide funds to build one such room as a proof of concept. It is an 8' x 11' room that contains a collaboration table with built-in connections for laptops and other devices as well as a wall-mounted smart whiteboard. The room was designed by the College's Office of Space Planning, using cost-effective, off-the-rack partitions and furniture. Similar rooms have been built recently in the City College and Hunter College libraries.</p>			

Project Name:	BookScan Stations		
Department:	Library		
Expected Start Date:	7/1/14	Expected End Date:	6/30/15
Project Leader:	Geng Lin		
Proposed Budget:	\$13,600		
Project Description:			
<p>The Library is asking for four additional Bookscans to augment the seven that were purchased with Student Technology Fee funds beginning in November, 2010. These are special scanners with dedicated processor units and software that quickly and easily scan pages of printed books or other paper material; the resulting PDF files can be copied onto a flash drive, printed, or emailed. The new units will increase the speed of scanning, thereby reducing the line of waiting students. The Bookscans have proven to be enormously popular with students, who have made over 923,990 copies on them. Students are using the Bookscans rather than the Library's photocopier machines, which cost considerably more and no longer reliably produce quality copies. However, seven bookscans are clearly not enough; students continue to wait a long time for their turn to scan. In addition, the earliest bookscans use old software and technology and are beginning to fail. We are seeking to purchase two units with a larger scanning bed to replace the two oldest machines, plus two smaller ones. This would allow us to increase the available number of bookscans to nine.</p>			

Project Name:	Mobile Charging Stations		
Department:	Library		
Expected Start Date:	7/1/14	Expected End Date:	6/30/15
Project Leader:	Bonnie Nelson		
Proposed Budget:	\$9,895		
Project Description:			
<p>This Tech Fee proposal is requesting funds to purchase charging stations for laptops, cellphones, and other mobile devices in the library. The stations will be located in areas where students study and conduct research. Several study carrels and desks are located in areas that are not within reach of an electrical outlet. Significant electrical work would be required to retrofit tables to supply power. Charging stations will conveniently deliver power where it is needed without the complicated re-wiring work.</p> <p>A recent in-library use survey (November, 2013) revealed that students want more electrical outlets in the library. The availability of outlets received the lowest satisfaction rating (3.68 on a scale of 5, with 5 being the highest rating). The lack of outlets was the third most frequently cited complaint among comments from students:</p> <ul style="list-style-type: none"> • “Library should provide more electrical outlets. It is important for individuals who work on their own computers.” • “More access to electrical outlets, specially at desks. Why are they still located in walls? They should be conveniently placed on desks...” <p>Since it was relocated to Haaren Hall in 1988, no significant physical modifications have been made to the library to accommodate the popularity of mobile computing.</p>			

Project Name:	Library Discovery Service		
Department:	Library (LIB)		
Expected Start Date:	7/1/14	Expected End Date:	6/30/15
Project Leader:	Bonnie Nelson		
Proposed Budget:	\$16,000		
Project Description:			
<p>The Library seeks funds to continue providing a state of the art information discovery service to John Jay College students. While library licensed electronic resources provide access to an incredible range of material (at John Jay over 70,000 journal titles and over 100,000 ebooks), they are not easy to explore for the novice researcher. Even figuring out which database to search can be intimidating, particularly for lower-level students-- often leading them to just go on the web and Google for anything they can find. Last year, the Library proposed subscribing to a "discovery service" –a Google-like search interface that overlays the full breadth of the Library’s electronic licensed resources. With this service, students can enter terms into a simple search box and almost instantly retrieve relevancy-ranked results that indicate whether the items are books, peer-reviewed articles, newspaper articles, etc. Results then link to fulltext material, when available, pulling the content from the Library’s collection.</p> <p>With one-time funds from the Student Technology Fee, the Sealy Library implemented the EBSCO Discovery Service (EDS) beginning in September, 2013. The service has been very popular with our students; since that time over 20,000 sessions have been logged by John Jay users on the EDS interface.</p> <p>We are hopeful that CUNY will be able to implement a similar discovery service CUNY-wide sometime during the academic year 2014-2015 but this is by no means assured (it is extremely unlikely that this can happen before our subscription to EDS expires) and we do not want to take away a service that our students have been using heavily. Therefore we are requesting funds for an additional year of EDS.</p>			

Project Name:	Library Storage Server Replacement		
Department:	Library (LIB)		
Expected Start Date:	7/1/14	Expected End Date:	6/30/15
Project Leader:	Geng Lin		
Proposed Budget:	\$13,000		
Project Description:			
<p>The library is asking for funding to replace our existing storage server that has been out of warranty since 2011, and is currently running in a degraded state. The storage server holds the master images for the Library’s digital collections, including the Trial Transcripts collection, the Lewis Lawes (Sing Sing), the digitized images from the John Jay Archives, etc. All of these collections have been used by John Jay classes, by student and faculty researchers, and by researchers around the world. Safely storing the master images enables us to transfer these digital assets to newer software suites as the technology advances.</p>			

Project Name:	Clickers		
Department:	Library (LIB)		
Expected Start Date:	7/1/14	Expected End Date:	6/30/15
Project Leader:	Karen Okamoto		
Proposed Budget:	\$1,992		
Project Description:			
<p>This Tech Fee proposal is requesting funds to purchase 50 clickers and the associated software for the library’s instruction program. Since 2008, the library has been teaching an average of 121 classes per year. To make these classes more interactive and engaging we would like to incorporate clickers into our teaching repertoire.</p> <p>In addition to in-library classes, we offer classroom visits. With the lack of individual computer terminals in most classrooms, we limit our ability to make these sessions interactive. Clickers will enable us to better engage with our students in this setting.</p>			

Project Name:	Cataloguing John Jay Event Videos		
Department:	Library (LIB)		
Expected Start Date:	7/1/14	Expected End Date:	6/30/15
Project Leader:	Bonnie Nelson		
Proposed Budget:	\$6,004		
Project Description:			
<p>Cataloging of John Jay-produced videos for inclusion in the Library’s Online Public Access Catalog (CUNY+). This would be a continuation of a current project to make the excellent and valuable seminars, presentations, discussions, book talks, etc. that are held at John Jay available to a wider audience. The College goes through the trouble and expense of recording these presentations in high quality video, but the videos are unusable unless students, faculty, and scholars can find out that we have them. Many of these John Jay event videos represent a wealth of valuable research and educational material that scholars should be able to access. Preparing cataloging records for select videos (i.e. Book and Author Series lectures, Prisoner Reentry Institute lectures, episodes of Criminal Justice Matters) insures that all researchers looking for materials on a given subject find these events much like they would any other Library materials. Increasingly, these events have been posted to YouTube and iTunesU, so our cataloging records can now link directly to the online version of the recording. For several semesters, we have been cataloging a backlog but that is complete now and we would only have to catalog new events as the videos come in.</p>			

Project Name:	eReserve Upgrade		
Department:	Library		
Expected Start Date:	7/1/14	Expected End Date:	6/30/15
Project Leader:	Bonnie Nelson		
Proposed Budget:	\$4,000		
Project Description:			
<p>This request is for funds to upgrade the existing Library electronic reserve system. The Lloyd Sealy Library has maintained an electronic reserve system for student use since the inception of the Student Technology Fee; Tech Fee paid the initial installation costs and continues to pay the annual maintenance cost. Faculty are able to put electronic copies of journal articles and book chapters on reserve where students can access them 24/7. The system is very heavily used: in 2012/2013 there were over 100,000 hits on the system home page with nearly 190,000 individual document hits. The current system has not been improved by the vendor in many years and is becoming an orphaned system. If the current system stops being supported and fails, we will be forced to revert to photocopies at the Reserve Desk where students will have to wait on long lines. The Library is seeking \$4,000 for the one-time cost of moving to a new vendor who will provide improved functionality. Annual maintenance costs will be approximately the same as the current system.</p>			

Project Name:	Long Term Laptop Loan		
Department:	Office of Undergraduate Research		
Expected Start Date:	7/1/14	Expected End Date:	6/30/15
Project Leader:	Maxwell Mak		
Proposed Budget:	\$4,377		
Project Description:			
<p>The Office of Undergraduate Research (OUR) exists to facilitate, promote, and support undergraduate students engaged in research with faculty members. One of O.U.R.'s program goals is to provide information, resources, and support for students and faculty beginning or continuing undergraduate research. As part of our efforts and for the past 3 years, O.U.R. has offered a laptop loan program to any undergraduate student engaged in academic-level research with a full-time faculty member at John Jay College. This program is a vital and, most importantly, free resource to some of our best students. It gives them access to a laptop for a semester (or more) as well as mobility, convenience and software/programs not easily accessible to students.</p> <p>Since the start of the program, O.U.R. has loaned laptops to 16 undergraduates, mentored by 13 different faculty members. These students come from a diverse selection of majors at John Jay, including Criminal Justice, English, Forensic Psychology, Humanities and Justice, and Law and Society. The faculty mentors are similarly diverse in terms of disciplines (e.g., Anthropology, Political Science, Psychology, Speech and Communications). Students, on average, have used laptops for various lengths of time, ranging from one month to a full year. During particular times of the year, there are about 4 to 5 laptops being used by undergraduate researchers.</p> <p>The laptops we currently use are about 5-years old and were donated by the Math and Science Resource Center. Since the age of these laptops are well beyond any warranty and are simply too costly to repair or upgrade, we are requesting funds to purchase new laptops so that we may continue to provide this service to John Jay's burgeoning and developing scholars.</p>			

Project Name:	Faculty Development		
Department:	Office of the Provost		
Expected Start Date:	7/1/14	Expected End Date:	6/30/15
Project Leader:	Jane Bowers		
Proposed Budget:	\$90,000		
Project Description:			
<p>As higher education continues to evolve, with technology being the catalyst in that transformation, it is important that John Jay College prepare its faculty as we transition. It is clear from media reports in the Chronicle for Higher Education and research performed by the Educause Center for Analysis and Research (ECAR) that technology and higher education are becoming tightly engrained. To position John Jay as a leader in academic technology, we must provide ample opportunity for our faculty to gain insight on using technology as a key part of pedagogy. This requires that we develop specific training geared towards building symmetry between the technical tools and the academic processes.</p> <p>By providing adequate training, John Jay’s faculty will be more likely to embrace the disruptive changes that this new era in higher education is bringing. Once our faculty sees the benefits that can be leveraged by using new technologies, our position is that they will transform our classrooms. The end result will be improved teaching and learning outcomes and a college that stays competitive with the industry. This project seeks funding to be administered by the Office of the Provost to support such faculty development activities at John Jay College based upon the recommendations of the Academic Technology Assessment being conducted by DoIT in close consultation with the Academic Technology Working Group (ATWG).</p>			

Project Name:	Digital Forensics / Cyber Security Computer		
Department:	Public Management		
Expected Start Date:	7/1/14	Expected End Date:	6/30/15
Project Leader:	Adam Wandt		
Proposed Budget:	\$6,000		
Project Description:			
<p>This is a proposal to build a custom computer dedicated to digital forensics, cyber security and investigations, and cryptography. Currently, the only computers dedicated to these uses are located in a secure forensics lab in the new building and are only available to graduate students in the Digital Forensics and Cyber Security program. While it does make sense to strictly control access to the Forensic Computer Lab, it is also important to make these technologies available to students who are not part of the Digital Forensics and Cyber Security program. Many other programs, majors, and courses are teaching concepts involving digital forensics, cyber security and investigations, and cryptography, yet the students in these programs, majors, and courses have no access to the latest technologies.</p>			

Project Name:	Security, Fire, Emergency Management Software		
Department:	Security, Fire, Emergency Management (SFEM)		
Expected Start Date:	7/1/14	Expected End Date:	6/30/15
Project Leader:	Charles Nemeth		
Proposed Budget:	\$7,145		
Project Description:			
<p>We are submitting a proposal for the purchase of scholarship management software. The Office of Scholarships has experienced great success over the past few years. The number of scholarships awarded has increased from 285 in 2008-09 academic year to 415 in 2011/12. Our undergraduate and graduate students can now apply to over 40 different scholarship opportunities, many with multiple awards. A total of \$596,640 in scholarships was awarded to our students last year. This was all accomplished through an antiquated paper application process. Nationally, scholarship programs (both university and private foundations) are utilizing web-based scholarship management programs. Scholarship management programs provide a comprehensive automated solution to the scholarship process. Such software would offer a considerable update in access and improved services to our students, faculty, and larger community. It will help to streamline the application, award process, and stewardship.</p>			

Project Name:	Instructional Resources for Lab Courses		
Department:	Sociology		
Expected Start Date:	7/1/14	Expected End Date:	6/30/15
Project Leader:	Richard Lovely		
Proposed Budget:	\$10,425		
Project Description:			
<p>The college offers professionally oriented technical education in digital forensics and cyber-security that aims to equip students with state-of-the-art skills and knowledge. We are committed to providing a lab based education that applies theory to practice. What we know from our own experience and looking at how places with similar goals but greater resources do it, like NYU-Poly and Carnegie Mellon, is that effective high-technology education requires dynamic lab based exercises that simulate the challenges graduates will face in the real world. However, creating up-to-date and fresh lab exercises for an ever changing field is very demanding, expensive and resource intensive. Places like NYU-Poly and Carnegie Mellon can afford to employ full-time staff members who create and continually refresh lab exercises and training materials used in courses. At John Jay we do not have the capacity to match them but our students deserve no less. For a fraction of the cost of maintaining the staff and faculty resources needed to create lab exercises we can purchase excellent resources in the educational marketplace. The product we have chosen based on faculty and student recommendations is The Hacker Academy Training Platform (www.hackeracademy.com)</p>			

Project Name:	Video & Computer Equipment		
Department:	Dispute Resolution		
Expected Start Date:	7/1/14	Expected End Date:	6/30/15
Project Leader:	Maria Volpe		
Proposed Budget:	\$4,602		
Project Description:			
<p>The Dispute Resolution faculty is increasingly including media presentations in the dispute resolution courses. Dispute Resolution students in Soc 206 courses are currently encouraged to either make short videos of the conflict situations they are studying with their own smart phones or other personal equipment they have access to. Additionally, students in Soc 380, the Laboratory in Dispute Resolution Skill-building, prepare role plays, but cannot tape them so that they can learn and critique their skills. With a video camera and accessories accessible to students, we can markedly enhance their learning experience as they share among themselves and others through social media and at conferences. Additionally, the Dispute Resolution Program seeks a new desktop Mac to enable students to create work on their video projects.</p>			

Project Name:	Digication ePortfolio		
Department:	Undergraduate Studies		
Expected Start Date:	7/1/14	Expected End Date:	6/30/15
Project Leader:	Daniel Auld		
Proposed Budget:	\$3,000		
Project Description:			
<p>Content and concepts undergraduate students learn have to connect to their future career and graduate school goals for their education to be meaningful to them. When students can articulate what they learned at John Jay, they can convince future employers and graduate school admissions committees why they should be top picks for their organizations. Tools that put control of learning in students' hands and allow them to reflect on their learning, support development of their critical thinking skills. EPortfolio has been demonstrated to support these goals by giving students a platform to develop assignments for broader audiences as they process what they learn while learning. Further, ePortfolio offers a venue for students to spotlight to the outside world their accomplishments such as their best produced research papers and class projects.</p> <p>Student Academic Success Programs (SASP) has been piloting the Digication ePortfolio system with a limited numbers of fall first-year class sections both for student learning benefits and to further assessment of this learning. We would like to expand this pilot to more first-year sections in Fall 2014. Faculty enjoy the engagement students demonstrate in completing ePortfolio assignments and students enjoy the control that they have in manipulating the code to change colors, the ability to add multi-media, and the possibility of continuing their portfolios beyond their current class for use throughout their time at John Jay. The Digication ePortfolio platform gives the college the ability to collect and assess student work that it would not be able to do through open-source web sites where content can be deleted and lost before the college can physically navigate to gather students' work.</p>			

Project Name:	UMI Student Lounge Technology		
Department:	Urban Male Initiative		
Expected Start Date:	7/1/14	Expected End Date:	6/30/15
Project Leader:	Maria Vidal		
Proposed Budget:	\$4,050		
Project Description:			
<p>The Urban Male Initiative provides support for underrepresented groups, specifically African American and Latino males at John Jay College of Criminal Justice. UMI seeks to increase the retention and graduation rates of the students while fostering a meaningful college experience. The UMI Team encourages its students to continue onto graduate and professional studies after completing their baccalaureate degree. All programs and activities of the Urban Male Initiative are open to all students, faculty and staff without regard to race, gender national origin or other characteristics. Through participation in mentoring activities and support programs, mentors encourage academic excellence, self-esteem and personal growth. Advocates are expected to meet with their assigned mentees at least 3 times a month on campus during the academic school year. The Peer Advocates mentoring program is paid for by the Student Activity Fee--without this earmark this program would not be existent.</p> <p>UMI has newly acquired 2 other new spaces on the L level of the new building. The first space is the old UMI space which is in process of being transformed to the Student Lounge which we hope to equip with a 65" LED HDTV with a Bluetooth wireless keyboard and built-in touch-pad for presentations, special announcements and a wide variety of workshops for students. The student lounge is open to all students within the College and we are continuously recruiting students throughout the college.</p> <p><i>(cont'd)</i></p>			

We also hope to equip this space with 3 touch screen all-in-one desktop computers with wireless keyboards and Windows 8 all of which will function as self-service kiosk stations for our students as an information hub of all John Jay's resources including jobs, internships, fellowships, scholarships, information from departments which include but are not limited to the departments within the Division of Student Affairs, along with campus wide events. Kiosks will be equipped with information from enrollment management, academic advisement, along with each department within the division of student affairs.