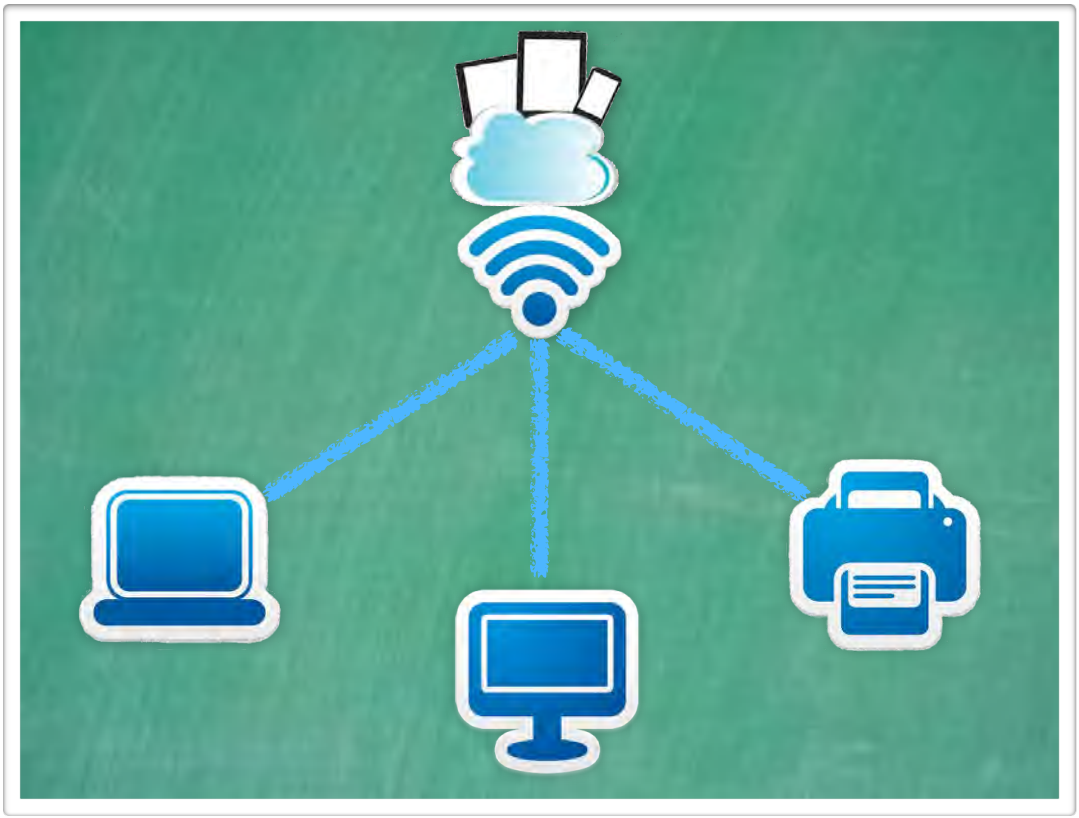

STUDENT TECHNOLOGY FEE PLAN 2022-2023

SUBMITTED BY: STUDENT TECHNOLOGY FEE ADVISORY COMMITTEE

June 2022

524 W59th Street, L2 73.13NB, NY, NY 10019 | p: 212.237.8227 | f: 212.237.8910 | techfee@jjay.cuny.edu

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JOHN JAY COLLEGE 2022-2023 TECH FEE PLAN BUDGET SPREADSHEET

Project Name	Project Number	Expenditure Category	Proposer/Project Leader	Position	New (N) or Continuing (C) Project	PS COSTS				OTPS Cost	Tech Fee Funds Devoted to
						PS Cost	Full-Time PS	Part-Time PS	Fringe Cost		
Blackboard Systems Coord. (H.E.a.)	001	D	Judith Cahn	Staff	C	$ 109,727	$ 72,667		$ 37,060		$ 109,727
Blackboard Support (aHEO)	002	D	Judith Cahn	Staff	C	$ 91,195	$ 60,394		$ 30,801		$ 91,195
Daytime Coordinator (IT Asst L1)	003	D	Joseph Laub	Staff	C	$ 80,710	$ 53,450		$ 27,260		$ 80,710
Electronic Librarian (Assoc Prof)	004	D	Jeffrey Kroessler	Faculty	C	$ 167,068	$ 110,641		$ 56,427		$ 167,068
Network Manager (HEO)	005	D	Jeffrey Kroessler	Faculty	C	$ 151,497	$ 100,329		$ 51,168		$ 151,497
Blackboard Helpdesk Support (aHEO)	006	D	Joseph Laub	Staff	C	$ 91,195	$ 60,394		$ 30,801		$ 91,195
Computer Technicians (C.A.)	007	G	Zenobia Petersen	Staff	C	$ 227,096		$ 199,207	$ 27,889		$ 227,096
Lab Assistants (C.A.)	008	G	Suzette Sancho	Staff	C	$ 78,920		$ 69,228	$ 9,692		$ 78,920
Lab Coordinators/Trainers	009	G	Suzette Sancho	Staff	C	$ 185,996		$ 163,154	$ 22,842		$ 185,996
Laptop Loaner Assistant (C.A.)	010	G	Suzette Sancho	Staff	C	$ 39,718		$ 34,840	$ 4,878		$ 39,718
Lab Assistants (C.A.)	011	G	Betty Taylor-Leacock	Staff	C	$ 14,864		$ 13,039	$ 1,825		$ 14,864
Helpdesk Support (C.A.)	012	D	Joseph Laub	Staff	C	$ 135,715		$ 119,048	$ 16,667		$ 135,715
Web Developer (N.T.A.)	013	D	Joseph Laub	Staff	C	$ 72,662		$ 63,739	$ 8,923		$ 72,662
Grad Lab Assistants (C.A.)	014	G	Margaret Smith	Staff	C	$ 18,625		$ 16,338	$ 2,287		$ 18,625
Law & Police Science Lab Coordinator (C.A.)	015	G	Margaret Smith	Staff	C	$ 9,101		$ 7,983	$ 1,118		$ 9,101
Law & Police Science Lab Assistants (C.A.)	016	G	Margaret Smith	Staff	C	$ 18,665		$ 16,373	$ 2,292		$ 18,665
After-Hours Study/WP Lab (C.A.)	017	G	Geng Lin	Staff	C	$ 54,196		$ 47,540	$ 6,656		$ 54,196
Metadata Cataloguing (N.T.A.)	018	D	Ellen Sexton	Faculty	C	$ 15,542		$ 13,633	$ 1,909		$ 15,542
Math Lab Assistants (C.A.)	019	G	Margaret Smith	Staff	C	$ 58,271		$ 51,115	$ 7,156		$ 58,271
Math Lead Tech Support (C.A.)	020	G	Margaret Smith	Staff	C	$ 30,144		$ 26,442	$ 3,702		$ 30,144
MLC Lab Assistants (C.A.)	021	G	Michael Rohdin	Staff	C	$ 25,508		$ 22,375	$ 3,133		$ 25,508
SEEK Lab Assistants (C.A.)	022	G	Juana Polanco	Staff	C	$ 22,297		$ 19,559	$ 2,738		$ 22,297
Student Events & Classroom AV Staff (C.A.)	023	G	Bill Pangburn	Staff	C	$ 41,740		$ 36,614	$ 5,126		$ 41,740
STI/UWI/Science Direct	024	K	Joseph Laub	Staff	C					$ 789,936	$ 789,936
Guitar Project Maintenance	025	A	Benjamin Lapidus	Faculty	C					$ 1,000	$ 1,000
Student Career Online	026	J	Chantelle K. Wright	Staff	C					$ 1,090	$ 1,090
DOES OTPS	027	E	Judith Cahn	Staff	C					$ 249,200	$ 249,200
Computer & Smart Classroom Replacements	028	H	Zenobia Petersen	Staff	C					$ 320,000	$ 320,000
Deep Freeze	029	C	Miho Goto	Staff	C					$ 2,400	$ 2,400
Digital Signage Maintenance	030	I	Zenobia Petersen	Staff	C					$ 2,000	$ 2,000
eTraining	031	K	Suzette Sancho	Staff	C					$ 9,800	$ 9,800
Miscellaneous Software	032	H	Yvette Fibleuil	Staff	C					$ 30,000	$ 30,000
Miscellaneous Supplies	033	H	Yvette Fibleuil	Staff	C					$ 30,000	$ 30,000
Print Management	034	C	Suzette Sancho	Staff	C					$ 75,000	$ 75,000
Projector Bulb Replacements	035	A	Zenobia Petersen	Staff	C					$ 7,633	$ 7,633
Verdiem	036	C	Zenobia Petersen	Staff	C					$ 2,340	$ 2,340
Call Center Maintenance	037	D	Joseph Laub	Staff	C					$ 13,000	$ 13,000
Bookscan Station Maintenance	038	C	Geng Lin	Staff	C					$ 4,000	$ 4,000
eResources	039	F	Ellen Sexton	Faculty	C					$ 235,000	$ 235,000
eReserves	040	F	Ellen Ssexton	Faculty	C					$ 5,058	$ 5,058
Faculty Development	041	E	Ellen Sexton	Faculty	C					$ 5,000	$ 5,000
Media Collection	042	F	Ellen Sexton	Faculty	C					$ 39,548	$ 39,548
TutorTrac/LabTrac	043	C	Sumaya Villanueva	Staff	C					$ 1,724	$ 1,724
Classroom Tech Upgrades Phase II	044	A	Zenobia Petersen	Staff	N					$ 531,000	$ 531,000
Projector Bulb Replacements (Additional)	045	A	Zenobia Petersen	Staff	N					$ 13,500	$ 13,500
Cisco Wireless Access Points Upgrade	046	H	O'Neil Hinds	Staff	N					$ 40,200	$ 40,200

Multi-Factor Authenticantion - Students	047	D	O'Neil Hinds	Staff	N					$ 50,400	$ 50,400
Dynamic Forms	048	D	Vincent Pizzuti	Staff	N					$ 8,600	$ 8,600
JobX & TimeSheetX	049	D	Vincent Pizzuti	Staff	N					$ 14,500	$ 14,500
Scholarship Management Software	050	D	Michael Scaduto	Staff	N					$ 7,250	$ 7,250
Library SSL Website Certificate	051	D	Geng Lin	Staff	N					$ 1,500	$ 1,500
Linux Server Security Maintenance	052	D	Geng Lin	Staff	N					$ 6,000	$ 6,000
Replacement Student BookScan Stations	053	C	Geng Lin	Staff	N					$ 14,000	$ 14,000
Server Backup System	054	D	Geng Lin	Staff	N					$ 14,000	$ 14,000
Server Hard Drive Replacements	055	D	Geng Lin	Staff	N					$ 2,600	$ 2,600
Increasing Electrical/Charging Outlets	056	C	Karen Okamoto	Faculty	N					$ 9,070	$ 9,070
Digital Forensics Lab	057	C	Shweta Jain	Faculty	N					$ 69,610	$ 69,610
Linux Lab	058	C	Shweta Jain	Faculty	N					$ 2,550	$ 2,550
ePortfolios	059	J	Sumaya Villanueva	Staff	N					$ 33,750	$ 33,750
MacBook Cart	060	I	Sumaya Villanueva	Staff	N					$ 33,840	$ 33,840
TOTAL		**60**				**$ 1,740,452**	**$ 457,875**	**$ 920,227**	**$ 362,348**	**$ 2,676,099**	$ 4,416,551

Student Technology Fee Policy - Expenditure Category Key (Numerical to Alpha)		COUNT BY EXPENDITURE	%
1. Implementing or upgrading of instructional computer labs	**A**	**4**	7%
2. Acquiring or upgrading accessible technology	**B**	**0**	0%
3. Implementing or upgrading student-serving computer labs	**C**	**9**	15%
4. Improving and implementing student services	**D**	**18**	30%
5. Faculty development of new or improved courseware	**E**	**2**	3%
6. Electronic information resources in the library	**F**	**3**	5%
7. Personnel for installation & maintenance of computer services	**G**	**14**	23%
8. Upgrading instructional spaces to support technology-assisted learning	**H**	**4**	7%
9. Acquiring technology tools to support college-sponsored student activities	**I**	**2**	3%
10. Expand student access to current and emerging technology	**J**	**2**	3%
11. Purchase of Enterprise Solutions	**K**	**2**	3%
			100%

NEW/CONTINUING PROJECT COUNT		%
New	17	28%
Continuing	43	72%
		100%

STUDENT TECHNOLOGY FEE RECURRING PROJECTS

PROJECT NAME:	BLACKBOARD SYSTEM ADMINISTRATOR (H.E.a.)		
DEPARTMENT:	DOES (DEPT. OF ONLINE EDUCATIONAL SERVICES)		
INITIATED BY:	B. Pangburn	**FISCAL YEAR:**	2003
PROJECT LEADER:	JUDITH CAHN		**STAFF**
PROPOSED BUDGET:	$109,727		

PROJECT DESCRIPTION:

This project funds the Blackboard Systems Administrator position at the college. The purpose of this initiative is to enhance the development of distance education and web-based learning by ensuring the college keeps pace with demand for online instruction. This position helps the Department of Educational Services (DoES) enrich the classroom experience for students with technology by including learning via electronic methods. This position also ensures the department can accommodate the ongoing expansion of web-based education and encourage faculty to include more online instruction.

PROJECT NAME:	BLACKBOARD SUPPORT (a.H.E.O.)		
DEPARTMENT:	DOES (DEPT. OF ONLINE EDUCATIONAL SERVICES)		
INITIATED BY:	P. Panchal	**FISCAL YEAR:**	2010
PROJECT LEADER:	JUDITH CAHN		**STAFF**
PROPOSED BUDGET:	$91,195		

PROJECT DESCRIPTION:

This project funds an additional Blackboard Support position to help the Blackboard Systems Administrator. The purpose of this initiative is to provide additional capacity to enhance the development of distance education and web-based learning by ensuring the college keeps pace with demand for on line instruction. This position helps the Department of Educational Services (DoES) enrich the classroom experience for students with technology by including learning via electronic methods. This position also ensures the department can accommodate the ongoing expansion of web-based education and encourage faculty to include more online instruction.

PROJECT NAME:	DAYTIME COORDINATOR (IT ASST L1)		
DEPARTMENT:	CLSS (CLASSROOM & LAB SUPPORT SERVICES		
INITIATED BY:	B. Pangburn	**FISCAL YEAR:**	2005
PROJECT LEADER:	JOSEPH LAUB		**STAFF**
PROPOSED BUDGET:	$80,710		

PROJECT DESCRIPTION:

This position supervises daytime computer lab and classroom computer technicians who perform maintenance and execute technology projects in college classrooms and labs. This position also provides and supervises classroom "emergency" help response efforts when technology fails during a class.

PROJECT NAME:	ELECTRONIC LIBRARIAN (ASSOC. PROFESSOR)		
DEPARTMENT:	LIBRARY		
INITIATED BY:	B. Nelson	**FISCAL YEAR:**	2003
PROJECT LEADER:	ELLEN SEXTON		**FACULTY**
PROPOSED BUDGET:	$167,068		

PROJECT DESCRIPTION:

Student Technology Fee funds allowed the Library to hire, in February 2003 when the switch to electronic resources from print-only resources began to take hold, an additional librarian who could focus on the acquisition and management of these resources and how to incorporate them into the library's information literacy initiatives.

The Electronic Resources Librarian manages the library's electronic resources through their entire life cycle with the aim of providing users with access to content that supports the curriculum and research at John Jay. This is a multi-stage and complex process that involves investigating what resources are currently available; licensing selected resources; marketing and making them known and available to users through the library website; evaluating and reviewing use; and canceling resources when no longer relevant or affordable.

In FY20, the management of e-resources became even more complex and of critical importance. This is because in FY 20 all CUNY electronic and digital data had to be migrated into a new unified library system platform called ALMA and then maintained in that system on an ongoing basis. It was also because electronic resources were the only accessible library resources during COVID-19. This new library system requires that metadata for these electronic resources first be added to this system, and then vetted for accuracy, adding
substantially to workload issues. COVID-19, with its heightened reliance on electronic resources in general and the library's electronic collections in particular, also requires the library to quickly identify and respond to requests for new electronic resources to meet the needs of an enlarged community of remote learners and researchers—and then make sure they were accessible and discoverable.

PROJECT NAME:	NETWORK MANAGER (HEO)		
DEPARTMENT:	LIBRARY		
INITIATED BY:	B. Nelson	**FISCAL YEAR:**	2004
PROJECT LEADER:	ELLEN SEXTON		**FACULTY**
PROPOSED BUDGET:	$151,497		

PROJECT DESCRIPTION:

The Library Network Manager position was made a permanent position since 2004. This position is critical to the functionality of the library. As we expand to offer more services digitally, our technology footprint has ago grown tremendously over the years. We have grown more and more dependent on technology to better serve our patrons, John Jay students, faculty, and researchers. The network manager is currently managing over 20 servers, over 150 public workstations, and over 30 staff/faculty workstations. On top of the technical aspect, the Network Manager also supervises 8 college assistants (pre-pandemic) in the reserve
lab.

PROJECT NAME:	BLACKBOARD SUPPORT (a.H.E.O.)		
DEPARTMENT:	DOIT (DEPT. OF INFORMATION TECHNOLOGY)		
INITIATED BY:	P. Panchal	**FISCAL YEAR:**	2010
PROJECT LEADER:	JOSEPH LAUB		**STAFF**
PROPOSED BUDGET:	$91,195		

PROJECT DESCRIPTION:

This project funds an additional blackboard support position stationed at the Department of Information Technology (DoIT) helpdesk. The purpose of this position is to provide additional capacity to enhance the development of distance education and web-based learning by ensuring the college keeps pace with demand for on line instruction. This position allows DoIT to provide blackboard support during hours the Department of Educational Services (DoES) is unavailable and to provide enough resources at the DoIT technology service desk to meet student demand.

PROJECT NAME:	COMPUTER TECHNICIANS (CAS & IT SUPPORT ASST/HR)		
DEPARTMENT:	CLSS (CLASSROOM & LAB SUPPORT SERVICES)		
INITIATED BY:	B. Pangburn	**FISCAL YEAR:**	2003
PROJECT LEADER:	ZENOBIA PETERSEN		**STAFF**
PROPOSED BUDGET:	$227,096		

PROJECT DESCRIPTION:

This project provides computer technicians to support various college teaching and lab spaces on campus including general use computer labs; departmental labs; classrooms and some conference rooms used for instruction.They also perform projects to refresh classroom equipment, lab computers, Laptop Loan devices, printers and other student technology as needed.

PROJECT NAME:	LAB ASSISTANTS (CAS)		
DEPARTMENT:	CLSS (CLASSROOM & LAB SUPPORT SERVICES)		
INITIATED BY:	B. Pangburn	**FISCAL YEAR:**	2003
PROJECT LEADER:	SUZETTE SANCHO		**STAFF**
PROPOSED BUDGET:	$78,920		

PROJECT DESCRIPTION:

Lab assistants provide in person, direct support to students utilizing CLSS computer labs on campus. Duties often include helping students use software; login; print; follow lab rules; provide support for students with accessibility needs, etc.

PROJECT NAME:	LAB COORDINATORS/TRAINERS (IT SUPPORT ASST/HRLY)		
DEPARTMENT:	CLSS (CLASSROOM & LAB SUPPORT SERVICES)		
INITIATED BY:	B. Pangburn	**FISCAL YEAR:**	2003
PROJECT LEADER:	SUZETTE SANCHO		**STAFF**
PROPOSED BUDGET:	$185,996		

PROJECT DESCRIPTION:

Lab Coordinators supervise Lab Assistants in CLSS computer labs and monitor and manage lab supplies.

Trainers provide services for any instructional programming provided by CLSS.

PROJECT NAME:	LAPTOP LOANER ASSISTANT (IT SUPPORT ASST/HR)		
DEPARTMENT:	CLSS (CLASSROOM & LAB SUPPORT SERVICES)		
INITIATED BY:	B. Pangburn	**FISCAL YEAR:**	2004
PROJECT LEADER:	Suzette Sancho		**STAFF**
PROPOSED BUDGET:	$39,718		

PROJECT DESCRIPTION:

This position manages the CLSS Laptop Loan program that comprises over 1000 laptops, cameras and other loaner devices. This includes, but is not limited to, loaning and recovering devices; tracking inventory; recovering or reporting lost or stolen machines; maintaining sufficient inventory to meet demand; etc.

PROJECT NAME:	LAB ASSISTANTS (CAS)		
DEPARTMENT:	SOFTMORE PEER MENTORING		
INITIATED BY:	R. Delucia	**FISCAL YEAR:**	2004
PROJECT LEADER:	BETTY TAYLOR-LEACOCK		**STAFF**
PROPOSED BUDGET:	$14,864		

PROJECT DESCRIPTION:

Provide in-person, direct support to students utilizing Sophomore Peer Mentoring Lab facilities, including program-specific software applications.

PROJECT NAME:	HELPDESK SUPPORT (CAS & IT SUPPORT ASST/HRLY)		
DEPARTMENT:	DOIT (DEPT. OF INFORMATION TECHNOLOGY)		
INITIATED BY:	L. Perillo	**FISCAL YEAR:**	2004
PROJECT LEADER:	JOSEPH LAUB		**STAFF**
PROPOSED BUDGET:	$135,715		

PROJECT DESCRIPTION:

This project provides service desk staff who directly support students on and off-campus. This includes, but is not limited to providing support for university and local systems; the installation of software; password resets; the course management system; first tier classroom technology issues; etc.

PROJECT NAME:	WEB DEVELOPERS (NTA)		
DEPARTMENT:	DOIT (DEPARTMENT OF INFORMATION TECHNOLOGY)		
INITIATED BY:	J. Baez	**FISCAL YEAR:**	2012
PROJECT LEADER:	JOSEPH LAUB		**STAFF**
PROPOSED BUDGET:	$72,662		

PROJECT DESCRIPTION:

To extend the services of a part-time programmer previously funded by Student Tech Fee. This programmer 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 Jay Stop. Currently, this programmer is in the process of developing a course substitution application for Jay Stop along with several other high profile projects. 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 45 self-service web applications for students. 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. Since its launch in 2009, more than 600k students have visited Jay Stop and 121k accessed My Course Schedule Online, 18k students accessed My Enrollment, 42k My Transcript, 27k Change My Info, 9k Change of Major, 23k Graduation Application, 8k National Student Clearinghouse, 6k NJ Transit Monthly Pass, and 19k viewed their stops online. These services greatly enhance the student experience at John Jay and increase 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.

PROJECT NAME:	GRADUATE LAB ASSISTANTS (CAS)		
DEPARTMENT:	GRADUATE STUDIES		
INITIATED BY:	J. Levine	**FISCAL YEAR:**	2004
PROJECT LEADER:	MARGARET SMITH		**STAFF**
PROPOSED BUDGET:	$18,625		

PROJECT DESCRIPTION:

For many years, there was a lab classroom on the 4th floor of Haaren Hall that served graduate students in courses with a technology component. Graduate Studies was awarded a recurring TechFee budget to support technical assistance to graduate students in these and other quantitative courses. In 2008, Margaret Smith was asked to manage the lab and the award. The Lab Assistants supported by this recurring TechFee award staffed the 436 Haaren lab when classes were not in session, and assisted students and faculty with the software.

When the classroom lab in 436 Haaren passed to the SEEK Department, this assistance has been provided in the Math, Data and Statistics facility in room 6.64 in the New Building, and remotely as needed. The graduate programs chiefly served by these lab assistants are the Criminal Justice Masters ("CJMA") program and the Master of Arts in Economics. The current directors of both programs strongly support the continuation of this support for their students.

PROJECT NAME:	LAB COORDINATOR (CAS)		
DEPARTMENT:	LPS (LAW & POLICE SCIENCE)		
INITIATED BY:	M. Smith	**FISCAL YEAR:**	2005
PROJECT LEADER:	MARGARET SMITH		**STAFF**
PROPOSED BUDGET:	$9,101		

PROJECT DESCRIPTION:

The teaching computer lab in 413 Haaren Hall is a facility that serves undergraduate students in undergraduate courses with a technology component that are offered by the Department of Law & Police Science and graduate students and faculty in courses with a technology component that are offered by the Criminal Justice Masters Program. All courses in Geographic Information Systems ("GIS") using ESRI's ArcGIS software are taught in the 413 Haaren lab, along with research and statistical methods courses and courses in related software and crime analysis. The workstations in 413 Haaren are optimized for the graphic needs of ArcGIS software. The Lab Assistants supported by this TechFee request staff the 413 Haaren lab when classes are not in session, and assist students and faculty with the software.

PROJECT NAME:	LAB ASSISTANTS (CAS)		
DEPARTMENT:	LPS (LAW & POLICE SCIENCE)		
INITIATED BY:	M. Smith	**FISCAL YEAR:**	2005
PROJECT LEADER:	MARGARET SMITH		**STAFF**
PROPOSED BUDGET:	$18,665		

PROJECT DESCRIPTION:

Provide direct assistance to students utilising LPS computer lab facilities and program-specific software applications.

PROJECT NAME:	AFTER-HOURS STUDY/WP LAB (CAS)		
DEPARTMENT:	LIBRARY		
INITIATED BY:	B. Nelson	**FISCAL YEAR:**	2005
PROJECT LEADER:	GENG LIN		**STAFF**
PROPOSED BUDGET:	$54,196		

PROJECT DESCRIPTION:

The Library Reserve Room Lab is staffed by Computer Lab Assistants to assist our students with technology related issues, as well as word processing questions. The lab consistently has long lines waiting for the 60+ available student-use computers (pre-pandemic). In order for us to continue to serve our students, while we push for full re-opening, this funding is more critical than ever. Without it the library would not be able to offer such assistance to our students.

There are 69 computers on the Library's upper level near the Reference Desk that are used by student doing library research. Library faculty have been concerned that adding MS Office to these computers would result in skilled librarian time being diverted from helping students do research to answering word-processing and printing questions and keeping order. Having a lab assistant available in this area whenever the Library is open (during spring and fall semesters) would provide vastly improved service to students. By also relieving reference librarians from the task of assisting with printer problems, it would allow the librarians more time to concentrate on helping students do higher level library research.

We plan to provide lab assistants for every hour the library is open during the week (77) for 16 weeks in both fall and spring semesters.

PROJECT NAME:	METADATA CATALOGUING (NTA)		
DEPARTMENT:	LIBRARY		
INITIATED BY:	B. Nelson	**FISCAL YEAR:**	2004
PROJECT LEADER:	ELLEN SEXTON		**FACULTY**
PROPOSED BUDGET:	$15,542		

PROJECT DESCRIPTION:

Content must be discovered to be used. Library content has value to our students and researchers when they consume it - by reading, watching, engaging with it. Being inspired by it. Discovery tools enable our users to identify, locate and access our content. This project pays for adjunct library faculty to make our video content discoverable. They do this both by original cataloging and by identifying, editing and manipulating bundles of records for harvesting by OneSearch indexes. OneSearch is the library main discovery tool - what we used to think of as the library catalog but which now contains metadata gathered from many sources.

PROJECT NAME:	MATH LAB ASSISTANTS (CAS)		
DEPARTMENT:	MATH		
INITIATED BY:	T. Kugan	**FISCAL YEAR:**	2003
PROJECT LEADER:	MARGARET SMITH		**STAFF**
PROPOSED BUDGET:	$58,271		

PROJECT DESCRIPTION:

Enrollment in the Computer Science and Computer Information Systems major is increasing, as students realize the potential of this field and its various occupational pathways. The new major in Applied Mathematics is also attracting the interest of students. Currently, more than 1,000 students are majoring these two disciplines. In addition to the students who select these majors, there are many students choosing minors in these fields as well as students from the sciences and other social science disciplines who understand the importance of programming and data science.

It is also the case that a significant fraction of the students who arrive at John Jay College as incoming freshmen or transfer students with these aspirations require support in order to manage the demands of the coursework. Most of the courses in these fields require intensive work with computer technology, various operating systems, multiple programming languages and many different forms of software. The Department of Mathematics and Computer Science maintains a large student lab facility in room 6.64 in the New Building for students to study, practice, work on their assignments and develop their collaborative student projects. Peter Shenkin, the former chair of this department was awarded Tech Fee support many years ago for multiple lab assistants to support student work in the CSCI and MAT courses. This recurring award has been renewed annually, and since Professor Shenkin's retirement, it is managed by Margaret Smith.

PROJECT NAME:	MATH LEAD TECH SUPPORT (CAS)		
DEPARTMENT:	MATH		
INITIATED BY:	T. Kugan	**FISCAL YEAR:**	2003
PROJECT LEADER:	MARGARET SMITH		**STAFF**
PROPOSED BUDGET:	$30,144		

PROJECT DESCRIPTION:

The Masters Program in Forensic Computing is part of the Department of Mathematics and Computer Science. Most of the courses in this program require intensive work with computer technology, various operating systems, multiple programming languages and many different forms of software. The Department of Mathematics and Computer Science maintains a graduate student and faculty research facility in room 6.67 in the New Building for the development of projects and presentation of colloquia to foster faculty-student collaboration and innovative projects. Some classes in the Forensic Computing Masters Program are taught in this lab facility. Professor Bilal Khan was awarded Tech Fee support about 10 years ago for a "Lead Tech" to maintain this graduate research and lab facility. This recurring award has been renewed annually, and since Professor Khan's departure from John Jay College, it is managed by Margaret Smith.

PROJECT NAME:	MODERN LANGUAGE CENTER LAB ASSISTANTS (CAS)		
DEPARTMENT:	UNDERGRADUATE STUDIES		
INITIATED BY:	Michael Rhodin	**FISCAL YEAR:**	2003
PROJECT LEADER:	MICHAEL RHODIN		**STAFF**
PROPOSED BUDGET:	$25,508		

PROJECT DESCRIPTION:

This project funds Lab Assistants who support the Modern Language Center Lab in NB 7.6.4, providing direct support to students utiizing program specific software applications.

PROJECT NAME:	LAB ASSISTANTS (CAS)		
DEPARTMENT:	SEEK		
INITIATED BY:	S. Alford	**FISCAL YEAR:**	2006
PROJECT LEADER:	JUANA POLANCO		**STAFF**
PROPOSED BUDGET:	$22,297		

PROJECT DESCRIPTION:

This project funds Lab Assistants who provide in-person, direct support to students utilising the SEEK department lab facilities, including program-specific software applications. This project helps ensured equitable access to computers for students who do not have access at home. Full computer lab workstations deliver greater computing power and more screen space than mobile devices. They offer better ergonomics and full-sized keyboards. Our goals are to provide access to students who need computer and internet access and we've been able to do that. During the Pandemic many SEEK students, who are low income, did not have access to technology and WIFI nor the financial means. Giving students access to the computer lab was beneficial. It enabled students to work on class assignments, term papers etc.

PROJECT NAME:	STUDENT EVENTS & CLASSROOM AV STAFF (CAS)		
DEPARTMENT:	TESS (THEATER & EVENT SUPPORT SERVICES)		
INITIATED BY:	B. Pangburn	**FISCAL YEAR:**	2014
PROJECT LEADER:	BILL PANGBURN		**STAFF**
PROPOSED BUDGET:	$41,740		

PROJECT DESCRIPTION:

With the added venues in the New Building, the increase in student sponsors and student oriented events has skyrocketed. The student cafeteria is routinely used for such occasions, for example. What has not kept place is the staffing to support these events. The marked deficiency in staffing has ramifications across the board for event support, which has a direct impact on student events. AVS Event Support Services is currently not able to accommodate all of the requests that the department receives. While the college has provided some additional support, it is not in the position to provide enough. It is understood that adding personnel to the STF budget is not desirable, but this request is not for full-time personnel, but for two 20 hour college assistant positions to help alleviate this problem. With the impending removal of the full-time staff from the STF budget, part-time personnel do not present a budgetary conflict.

PROJECT NAME:	STI/UWI/SCIENCE DIRECT		
DEPARTMENT:	CLSS (CLASSROOM & LAB SUPPORT SERVICES)		
INITIATED BY:	B. Banowicz	**FISCAL YEAR:**	2006
PROJECT LEADER:	Joseph Laub		**STAFF**
PROPOSED BUDGET:	$789,936		

PROJECT DESCRIPTION:

The STI/UWI/SciDIrect is a recurring prOJect that provides an allocation to cover a portion pf the technology charges incurred at the university level. In most cases, central procurement provides lower costs for these software and services. John Jay Doff presents these charges each year to the Student TechnolOgy Fee Committee to ensure transparency. This project is being submitted to provide details on the anticipated charges for FY2021-2022 .. These include:

100% of Strategic Technology Initiative (STI) journal that funds centrally managed student technology projects if it is charged
100% of the Course Management System (Blackboard) and Video Conferencing (Zoom) Charges
100% of the SPSS, SAS, Map!esoft and Mathworks charges
100% of the Enterprise Training service charge
100% of the Tumiiln charge
100% of Proquest RefWorks charge
100% of Browsealaud charge
50% of Antispam (Proofpoint} charge
100% of Palo Alto Firewall charge
50% of the Mcafee charge
50% of the Adobe charge
50% of the Microsoft charge
$84,043 of the Sc:iern:e Direct charge

PROJECT NAME:	GUITAR PROJECT MAINTENANCE		
DEPARTMENT:	ART & MUSIC		
INITIATED BY:	B. Lapidus	**FISCAL YEAR:**	2015
PROJECT LEADER:	BENJAMIN LAPIDUS		**FACULTY**
PROPOSED BUDGET:	$1,000		

PROJECT DESCRIPTION:

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 offers six sections since Fall 2014, in addition to summer sections. An advanced guitar ensemble class will run in Spring 2023 to fulfill the 200-level composition/performance sequence of the Music Minor. This request is 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 are also 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 140 so that they can complete the performance/composition track of the minor.

PROJECT NAME:	STUDENT CAREER ONLINE		
DEPARTMENT:	CAREER DEVELOPMENT		
INITIATED BY:	P. Wyatt	**FISCAL YEAR:**	2005
PROJECT LEADER:	CHANTELLE K. WRIGHT		**STAFF**
PROPOSED BUDGET:	$1,090		

PROJECT DESCRIPTION:

Annual subscription for licensing and support for program-specific, interactive career guidance software.

PROJECT NAME:	PROGRAM OTPS		
DEPARTMENT:	DOES (DEPT. OF ONLINE EDUCATIONAL SERVICES)		
INITIATED BY:	F. Weng	**FISCAL YEAR:**	2015
PROJECT LEADER:	JUDITH CAHN		**STAFF**
PROPOSED BUDGET:	$249,200		

PROJECT DESCRIPTION:

In Fall 2019, the John Jay Online department that focused on developing and supporting fully online graduate programs was reorganized as the Department of Online Education and Support (DOES) for John Jay College with the mission to build the College's capacity in online education, promoting improvement in the quality of John Jay College's online courses by encouraging best practices in online education, building fully online programs, and fostering innovation to support online student success.

The proposal advances the department's mission to serve as a change agent within the college, supporting faculty and staff developing online teaching and learning initiatives, to support the College initiatives to expand and enhance learning opportunities for students.

Students will have access to the online courses and programs developed through the funding. Judith Cahn, the Director of John Jay Online, oversees this effort. All efforts are overseen by the requester, Allison Pease, Interim Associate Provost for Institutional Effectiveness, who work is overseen by Provost Yi Li.

DOES will monitor its equipment, collaborating with DoIT.
Supervision: Judith Cahn will oversee the equipment, software, etc., and collaborate with DoIT and consultants to ensure maintenance.

Specifically, this project provides funds to support course development licensing; IT Hardware, software and service costs; required membership fees and faculty development.

PROJECT NAME:	COMPUTER & CLASSROOM REPLACEMENTS		
DEPARTMENT:	CLSS (CLASSROOM & LAB SUPPORT SERVICES)		
INITIATED BY:	B. Pangburn	**FISCAL YEAR:**	2008
PROJECT LEADER:	ZENOBIA PETERSEN		**STAFF**
PROPOSED BUDGET:	$320,000		

PROJECT DESCRIPTION:

Since its inception, the Student Technology fee has funded the purchase of technology equipment for use by the John Jay student body throughout the campus. This includes computers in general computing lab facilities; classrooms; cyber lounges; departmental computer labs the laptops loan program, and in laptops carts used for academic and student-oriented administrative functions. It also includes technology equipment and software in the over 120 teaching spaces on campus. Finally, student related servers and systems are also funded from this project.

At the onset of the Student Technology Fee and Student Technology Fee Advisory Committee envisioned a refresh program for this equipment and software. This ensures students have access to up to date and reliable hardware, software and services to meet their academic needs. This project funds that refresh program.

PROJECT NAME:	DEEP FREEZE		
DEPARTMENT:	CLSS (CLASSROOM & LAB SUPPORT SERVICES)		
INITIATED BY:	B. Pangburn	**FISCAL YEAR:**	2010
PROJECT LEADER:	MIHO GOTO		**STAFF**
PROPOSED BUDGET:	$2,400		

PROJECT DESCRIPTION:

The spread of malware has increased the service calls and workload for the labs. Still, re-imaging of the computers has often proven to be necessary as a result of the corruption incurred. In addition, we also experience manipulation of some basic components of the computers by end users leading to a frustrating work experience for the next end user. We have deployed Deep Freeze in certain labs to help rectify such problems. Deep Freeze will return the computer to a predetermined image with a simple restart. As we have found this program to be very beneficial, this proposal is being submitted for the purchase of enough licenses to install this program on all STF-funded desktop and laptop computers.

PROJECT NAME:	DIGITAL SIGNAGE MAINTENANCE		
DEPARTMENT:	CLSS (CLASSROOM & LAB SUPPORT SERVICES)		
INITIATED BY:	B. Pangburn	**FISCAL YEAR:**	2011
PROJECT LEADER:	MIHO GOTO		**STAFF**
PROPOSED BUDGET:	$2,000		

PROJECT DESCRIPTION:

Digital Signage has become a significant factor on John Jay's campus. Not only does digital signage provide for general student notifications and news items, but it is also used communicate more immediate notifications. The Student Technology Fee funded a digital signage system that includes the capability to stream digital content. This project provides funding to maintain the software of that system.

PROJECT NAME:	eTRAINING		
DEPARTMENT:	CLSS (CLASSROOM & LAB SUPPORT SERVICES)		
INITIATED BY:	B. Pangburn	**FISCAL YEAR:**	2003
PROJECT LEADER:	DAVID ENG		**STAFF**
PROPOSED BUDGET:	$9,800		

PROJECT DESCRIPTION:

My Skills Resources offers students interactive, self-paced training for Microsoft productivity suite applications. Faculty often assign this e-resource for use by students.

PROJECT NAME:	MISCELLANEOUS SOFTWARE		
DEPARTMENT:	CLSS (CLASSROOM & LAB SUPPORT SERVICES)		
INITIATED BY:	B. Pangburn	**FISCAL YEAR:**	2005
PROJECT LEADER:	ZENOBIA PETERSEN		**STAFF**
PROPOSED BUDGET:	$30,000		

PROJECT DESCRIPTION:

These funds will be used for unplanned, special purchases of software to be used for classroom instruction and other student-related services.

PROJECT NAME:	MISCELLANEOUS SUPPLIES		
DEPARTMENT:	CLSS (CLASSROOM & LAB SUPPORT SERVICES)		
INITIATED BY:	B. Pangburn	**FISCAL YEAR:**	2003
PROJECT LEADER:	ZENOBIA PETERSEN		**STAFF**
PROPOSED BUDGET:	$30,000		

PROJECT DESCRIPTION:

These funds will be used for unplanned, special purchases of hardware, accessories, replacement equipment to be used for labs and classroom instruction.

PROJECT NAME:	PRINT MANAGEMENT		
DEPARTMENT:	CLSS (CLASSROOM & LAB SUPPORT SERVICES)		
INITIATED BY:	B. Pangburn	**FISCAL YEAR:**	2005
PROJECT LEADER:	ZENOBIA PETERSEN		**STAFF**
PROPOSED BUDGET:	$75,000		

PROJECT DESCRIPTION:

CLSS manages all student-use campus printing and is responsible for printers, copiers, mobile print stations, and associated management software and supplies. This recurring project funds these expenses while minimizing additional print fees for students who print over a standard allocation.

PROJECT NAME:	PROJECTOR BULB REPLACEMENTS		
DEPARTMENT:	CLSS (CLASSROOM & LAB SUPPORT SERVICES)		
INITIATED BY:	P. Brenner	**FISCAL YEAR:**	2005
PROJECT LEADER:	ZENOBIA PETERSEN		**STAFF**
PROPOSED BUDGET:	$7,633		

PROJECT DESCRIPTION:

For the management and procurement of classroom projector bulbs.

PROJECT NAME:	VERDIEM		
DEPARTMENT:	CLSS (CLASSROOM & LAB SUPPORT SERVICES)		
INITIATED BY:	G. Lin	**FISCAL YEAR:**	2010
PROJECT LEADER:	MIHO GOTO		**STAFF**
PROPOSED BUDGET:	$2,340		

PROJECT DESCRIPTION:

SURVEYOR allows the central administration of power management settings for networked PCs. Intelligent policies maximize energy savings by placing machines into a lower power state without interfering with end-user productivity, desktop maintenance or upgrades. Previously this project was initiated by CUNY.

PROJECT NAME:	CALL CENTER MAINTENANCE		
DEPARTMENT:	DOIT (DEPT. OF INFORMATION TECHNOLOGY)		
INITIATED BY:	L Perillo	**FISCAL YEAR:**	2011
PROJECT LEADER:	JOSEPH LAUB		**STAFF**
PROPOSED BUDGET:	$13,000		

PROJECT DESCRIPTION:

This proposal requests additional funding to cover increased maintenance costs of the student call center system. The expansion of the call center to include Admissions, additional licenses for OneSTOP, the Blackboard support group, and an increase in phone circuit licenses has resulted in an increase from the originally proposed maintenance costs of $7,000.

PROJECT NAME:	BOOKSCAN STATIONS MAINTENANCE		
DEPARTMENT:	LIBRARY		
INITIATED BY:	B. Nelson	**FISCAL YEAR:**	2012
PROJECT LEADER:	GENG LIN		**STAFF**
PROPOSED BUDGET:	$4,000		

PROJECT DESCRIPTION:

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, emailed, save to the cloud (google drive, Dropbox, and etc.). They have been enormously popular with students who have repeatedly looked at the long lines and asked us to get more machines.

PROJECT NAME:	eRESOURCES		
DEPARTMENT:	LIBRARY		
INITIATED BY:	B. Nelson	**FISCAL YEAR:**	2003
PROJECT LEADER:	ELLEN SEXTON		**FACULTY**
PROPOSED BUDGET:	$235,000		

PROJECT DESCRIPTION:

Electronic resources are among the most used library resources. While the physical library was closed during COVID 19, they were the only library resources that were accessible. The full text of over 1,000,000 journal articles and eBooks are downloaded each year. These downloads are from about 100 different databases licensed directly from publishers such as Elsevier, Sage, Wiley and Springer, and to which we have perpetual access rights, or from aggregator databases such as those offered by Ebsco, ProQuest and Gale, which are much more affordable but only available as long as you continue to subscribe to the database. Our mission is to collect primarily criminal justice content, and other disciplines as funds permit, to support the curriculum.
The Student Technology Fee has funded the library's electronic resources since 2003 which coincided with the beginning of the shift from reliance on print resources to the reliance mostly on electronic resources. Electronic resources make it possible to provide students with 24/7 unlimited online access to a broad range of highly valued academic resources in the fields of Criminal Justice, Sociology, the Humanities, Law, Political Science, Psychology, Public Administration, Computer Science, and the STEM disciplines.

PROJECT NAME:	eRESERVES SYSTEM		
DEPARTMENT:	LIBRARY		
INITIATED BY:	B. Nelson	**FISCAL YEAR:**	2003
PROJECT LEADER:	ELLEN SEXTON		**FACULTY**
PROPOSED BUDGET:	$5,058		

PROJECT DESCRIPTION:

The eReserves System digitizes analogue research materials, making them more accessible to students.

PROJECT NAME:	FACULTY DEVELOPMENT		
DEPARTMENT:	LIBRARY		
INITIATED BY:	B. Nelson	**FISCAL YEAR:**	2004
PROJECT LEADER:	ELLEN SEXTON		**FACULTY**
PROPOSED BUDGET:	$5,000		

PROJECT DESCRIPTION:

While there is separate money available for faculty giving presentations at conferences, there is no fund for learning skills. Librarianship continues to evolve technologically. It is absolutely vital that our library faculty and staff stay up to date. We need to have knowledge of changing tools and practices, in order to maintain a modern library and teach our students contemporary information literacy practices. These funds have been used to improve website development skills, improve metadata management skills, gain basic first aid training, learn about open educational resources, information & digital literacy pedagogy, and much more.

PROJECT NAME:	MEDIA COLLECTION		
DEPARTMENT:	LIBRARY		
INITIATED BY:	B. Nelson	**FISCAL YEAR:**	2003
PROJECT LEADER:	ELLEN SEXTON		**FACULTY**
PROPOSED BUDGET:	$39,548		

PROJECT DESCRIPTION:

In previous years, we used funding to purchase DVDs, but the overwhelming demand now from our community is for streaming access to content. Especially since March 2020, our users expect remote access to content 24/7. Generally speaking, streaming content is sold to educational institutions mainly via subscription rather than a one time purchase. We need funds each year to keep providing access to the content our users expect.

The fragmented nature of video distribution means that there is no single package or subscription we can acquire that will fulfill all our content needs. We have trialed various collections and assessed their utility to our users, noting usage statistics in addition to anecdotal feedback, and made acquisition decisions accordingly. Currently, we use Tech Fee funds to provide access to Films on Demand (Films for the Humanities, Infobase), selected documentaries from Docuseek, Sage Criminology and Criminal Justice videos, Sage Research Methods videos, select videos specifically requested by JJ professors on Kanopy and Swank.

PROJECT NAME:	TUTORTRAC/LABTRAC		
DEPARTMENT:	MSRC (MATH & SCIENCE RESOURCE CENTER)		
INITIATED BY:	P. Sinatra	**FISCAL YEAR:**	2006
PROJECT LEADER:	SUMAYA VILLANUEVA		**STAFF**
PROPOSED BUDGET:	$1,724		

PROJECT DESCRIPTION:

TutorTrac has been in use at John Jay since 2004, and its still in use for all tutoring centers on campus. The system is used for appointment management, visit tracking, contact notes, and resource library management. It is also used for electronic referrals, targeted outreach, and administering custom surveys. Tens of thousands of records are created in Trac every year, and Trac's reporting capability is absolutely essential for assessing student outcomes and program effectiveness. It is campus-wide and mission-critical.

STUDENT TECHNOLOGY FEE NEW PROJECTS

PROJECT NAME:	CLASSROOM TECHNOLOGY UPGRADES - PHASE II		
DEPARTMENT:	CLASSROOM & LAB SUPPORT SERVICES (CLSS)		
EXPECTED START DATE:	7/1/22	**Expected End Date:**	6/30/23
PROJECT LEADER:	ZENOBIA PETERSEN		**STAFF**
PROPOSED BUDGET:	$531,000		

Project Description:

The classroom equipment in Haaren Hall and the New Building is over 12 years old and in desperate need of replacement. Due to the age of the equipment, teaching disruptions are becoming more common and threaten to have a negative impact on student success. If funded this project will empower DoIT to continue replacing more projector screens; control panel touch screens; cameras; microphone arrays and audiovisual processors. By upgrading each room and maintaining a high standard for classroom AV equipment, it is expected that faculty and students would have an improved classroom experience. We also expect these upgrades will help faculty with an innovate justice curriculum, pedagogies and assist students with achieving equitable success across all learning modalities.

PROJECT NAME:	PROJECTOR REPLACEMENT LAMPS		
DEPARTMENT:	CLASSROOM & LAB SUPPORT SERVICES (CLSS)		
EXPECTED START DATE:	7/1/22	**EXPECTED END DATE:**	6/30/23
PROJECT LEADER:	ZENOBIA PETERSEN		**STAFF**
PROPOSED BUDGET:	$13,500		

PROJECT DESCRIPTION:

The smart classroom projectors use lamps and have been replaced and preserved using the allocation from the technology fee. We need a bigger allocation for lamp replacements in order to successfully continue to meet our goal of enhancing the faculty's ability to provide visual aids to instruction with the smart classroom equipment.

By keeping the classrooms properly functioning to the current college standard, all faculty and students will continue to have a seamless classroom experience. Through this enhancement, CLSS will be better placed to provide the resources needed for student and faculty teaching.

PROJECT NAME:	CISCO WIRELESS ACCESS POINTS UPGRADE		
DEPARTMENT:	DEPARTMENT OF INFORMATION TECHNOLOGY (DOIT)		
EXPECTED START DATE:	7/1/22	**EXPECTED END DATE:**	6/30/23
PROJECT LEADER:	O'NEIL HINDS		**STAFF**
PROPOSED BUDGET:	$40,200		

PROJECT DESCRIPTION:

John Jay College Department of Information Technology provides campus-wide Wi-Fi coverage to the college community. There is a need for high bandwidth Internet connection as Web 3.0 is interaction-based verse Web 2.0, a virtually one-way delivery. Our students constantly use pictures, videos, and video conferencing applications personally and professionally. Bring Your Own Devices (BYOD) such as smartphones, tablets, and laptops are powerful and can stream HD quality videos/movies. This places a high demand on our wireless network infrastructure. We have reached another point wherein some of our wireless access points are end-of-life and end-of-support. Students are carrying 2 to 3 and sometimes even four Wi-Fi-enabled devices. Our new goal is to increase the capacity and bandwidth to experience John Jay's wired infrastructure. This will empower students to do their assignments/research from anywhere on campus. The new Cisco Wi-Fi 6/6E (802.11ax) access point will provide this necessary service expansion and increase capacity.

PROJECT NAME:	MULTI-FACTOR AUTHENTICATION (MFA), STUDENT ACCOUNTS		
DEPARTMENT:	DEPARTMENT OF INFORMATION TECHNOLOGY (DOIT)		
EXPECTED START DATE:	7/1/22	**EXPECTED END DATE:**	6/30/23
PROJECT LEADER:	O'NEIL HINDS		**STAFF**
PROPOSED BUDGET:	$50,400		

PROJECT DESCRIPTION:

The Information Technology department at John Jay College has consolidated the login credentials – in most cases – to one single account. It helps students by not having to remember multiple accounts credentials. However, students use their login information virtually anywhere; their credentials are vulnerable. The vulnerability exists because many external devices are unprotected and may have spyware installed discretely. Whenever a student's password is compromised, it puts the student at risk of identity theft (Dasgupta & Nag). A comprised student account can also affect the rest of the campus. To prevent the exploitation of student accounts, DoIT is requesting $60,000 in funding to deploy Multi-Factor Authentication (MFA) for student accounts. MFA is a secure process of authentication that requires more than one authentication technique chosen from independent categories of credentials. Like single factor, multi-factor is increasingly used to verify the users' identities in accessing the computer information systems. MFA combines two or more types of authentication to provide a better and more secure way of authenticating users. For example, an MFA solution might require that a student enters his regular credentials followed by entering a one-time passcode sent via SMS to their mobile phone. Secure accounts give students uninterrupted access to the University's resources and the peace of mind to focus on their academic pursuits.

References:

Dasgupta, D., Roy, A., & Nag, A. (2017). Multi-factor authentication. In Advances in User Authentication (pp.185-233). Springer, Cham.

PROJECT NAME:	JOBX AND TIMESHEETX		
DEPARTMENT:	FINANCIAL AID		
EXPECTED START DATE:	7/1/22	**EXPECTED END DATE:**	6/30/23
PROJECT LEADER:	VINCENT PIZZUTI		**STAFF**
PROPOSED BUDGET:	$14,500		

PROJECT DESCRIPTION:

The purpose of this proposal is to obtain funding to continue licensing two NextGen web-based multifunctional student employment systems (JobX & TimesheetX). These systems assist in the administration of the Federal Work Study (FWS) program and will benefit students who receive a Federal Work-Study offer by connecting them with a participating employer while providing a seamless electronic employment onboarding, and electronic timesheet/payroll administration.
In addition to the highlighted points above there are many pros to the continual utilization of these resources implemented for Federal Work-Study students.
- The system makes the federal work study program paperless
- The system houses both on and off campus
- Payroll processing one system, payroll integration
- Email reminders for timesheets to supervisors and students
- Supervisors can maintain awards
- Students have real time access to information Online timesheets, Award Balance Tracking, Wage management

As mentioned above there are two components NextGen offers to support the Federal Work-Study process—Job X and TimesheetX. Below are descriptions and key points to what each product offers:
JobX is a paperless online employment solution that supports the following features:
•Create and manage online job postings.
•Job application questions can be customized by Job Type (i.e. On Campus, Off Campus, FWS, non-FWS, Alumni, Internship, etc.).
•Simplistic and advanced job search capabilities for eligible students.
•Configured applicant requirements (i.e. Must be a student with a FWS award) to control who can apply for a specific population of jobs (i.e. FWS).
•Applicants can upload documents (i.e. resume, cover letter, etc.) and apply online for multiple jobs with a single application.
•Supervisors can request hires and Budget Managers/Administrators can approve hires online.
•Detailed hire data tracked for improved FISAP reporting and custom outbound files to your Payroll system.
•Work eligibility requirements (i.e. I9/W4 completed, etc.) systematically validated against prior to hiring applicants.

(JobX and TimeSheetX cont'd)

•Inbound and outbound data integration to/from any School Information System (i.e. CUNYfirst)
•Customized reporting built to meet your assessment needs.

TimesheetX is a paperless online timesheet solution that supports the following features:
•Online timesheet entry capabilities.
•Sophisticated timesheet entry validation edits and warnings (i.e. max hours worked thresholds, consecutive hours entered without a break, and student class schedule conflicts) to ensure utmost compliance with school, state, and federal regulations.
•Award (FWS, institutional, stipend, etc.) balance tracking.
•Cost center level budget management tools to minimize any departmental over-spend situations throughout the year.
•Systematically triggered student and supervisor emails to minimize un-timely submissions and approvals.
•Inbound and outbound data integration to/from any School Information System (i.e. Ellucian, PeopleSoft, etc.) and/or homegrown system.
•Customized reporting built to meet your specific business needs.

PROJECT NAME:	DYNAMIC FORMS		
DEPARTMENT:	FINANCIAL AID		
EXPECTED START DATE:	7/1/22	**EXPECTED END DATE:**	6/30/23
PROJECT LEADER:	VINCENT PIZZUTI		**STAFF**
PROPOSED BUDGET:	$8,600		

PROJECT DESCRIPTION:

The purpose of this tech fee proposal is request financial assistance in the amount of $8000 for the renewal of a web-based solution called Dynamic Forms. Dynamic Forms (a NextGen product) is a product that will assist in the collection and processing of various financial aid documents and related information. Document collection and processing is an essential part of ensuring that the Financial Aid Office remains in compliance with various Federal and State regulations as it relates to awarding of Financial Aid. The Financial Aid Office assists in the certification of approximately $105 Million in annual awards from various forms of Student Financial Assistance programs. This increases access to economically disadvantaged students. The need for a secure online form submission software has proven to be essential to the campus especially when remote administration is required.

The Dynamic Forms product will:

Provide a reduced reliance on the collection of paper documents that are needed in conjunction with awarding students Financial Aid funds.

Allow students to securely submit sensitive information from virtually anywhere they may have internet connection.

Enable the Financial Aid and Jay Express staff to remotely access the submitted Financial Aid files. Room for potential increase capabilities for implementation and use by other college wide departments.

Beginning with the 2019-2020 academic year the Financial Aid Office has started to roll out the use of the Dynamic Forms solution and have seen great success in student submissions. We hope for continued support in offering this option to our students. For more information please visit:

https://www.ngwebsolutions.com/dynamic-forms/

PROJECT NAME:	SCHOLARSHIP MANAGEMENT SOFTWARE		
DEPARTMENT:	FINANCIAL AID		
EXPECTED START DATE:	7/1/22	**EXPECTED END DATE:**	6/30/23
PROJECT LEADER:	MICHAEL SCADUTO		**STAFF**
PROPOSED BUDGET:	$7,250		

PROJECT DESCRIPTION:

I am submitting a proposal for the renewal of scholarship management software. The Office of Scholarships has experienced great success over the past several years. The total amount of scholarships awarded has increased to nearly a million dollars annually, benefiting hundreds of students. Our undergraduate and graduate students can now apply to over 80 different scholarship opportunities, many with multiple awards. These scholarships recognize strong academics, foster student research, and allow our students access to special opportunities such as internships and studying abroad. An online application has been a necessity, especially in light of the COVID-19 pandemic and remote work.

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.

In 2019, we transitioned to a new scholarship management platform, Next Gen - Scholarship Manager, which was graciously covered through support from the Student Tech Fee. Next Gen provided us with some additional features and since it was already in use at other CUNY campuses, came at a discounted rate. We are requesting support for the 2022/2023 at a cost of $7,250.00.

https://www.ngwebsolutions.com/scholarship-manager/

PROJECT NAME:	INCREASING ELECTRICAL OUTLETS		
DEPARTMENT:	LIBRARY		
EXPECTED START DATE:	7/1/22	**EXPECTED END DATE:**	6/30/23
PROJECT LEADER:	KAREN OKAMOTO		**STAFF**
PROPOSED BUDGET:	$9,070		

PROJECT DESCRIPTION:

Students have repeatedly asked the Library to increase the number of electrical outlets to charge their devices. Results from our most recent triennial in-library use survey (2019, N=1025) illustrate this point: 75% of question respondents ranked electrical outlets as the "most important" feature of the Library. In an open-ended question asking patrons to write one thing that the Library can improve upon, increasing access to electrical outlets was a popular request. Survey respondents also pointed out the need for more lighting and comfortable seating in the library. Less than half of survey respondents (48%) strongly agreed with the statement "There is adequate lighting". And less than 30% of respondents strongly agreed with the statement "There is comfortable seating".

To address the need for more access to electrical outlets, better lighting and comfortable seating, the Library is submitting this Tech Fee proposal to purchase two comfortable chairs with electrical outlets embedded in them, ten desk lamps that include electrical outlets, and power poles to increase access to electrical outlets.

PROJECT NAME:	LIBRARY WEBSITE SSL CERTIFICATE		
DEPARTMENT:	LIBRARY		
EXPECTED START DATE:	7/1/22	**EXPECTED END DATE:**	6/30/23
PROJECT LEADER:	GENG LIN		**STAFF**
PROPOSED BUDGET:	$1,500		

PROJECT DESCRIPTION:

The library is requesting funding to purchase SSL certificates for all of the library web services. These include the main library website, our digital collection website, proxy server, and more.

The certificates are critical in ensuring the security of our web services. They are used to encrypt our many websites that students and faculty visit on a daily basis. Without encryption, we would be exposing sensitive information to hackers. The certificates will ensure that patron data, students and faculty, are properly protected.

PROJECT NAME:	SERVER HARD DRIVE REPLACEMENTS		
DEPARTMENT:	LIBRARY		
EXPECTED START DATE:	7/1/22	**EXPECTED END DATE:**	6/30/23
PROJECT LEADER:	GENG LIN		**STAFF**
PROPOSED BUDGET:	$2,600		

PROJECT DESCRIPTION:

The library is seeking funds to replace hard drives that have failed on our various production servers. We are not under warranty because they are older servers that are being use in production. We need to replace them so that the systems can continue to function until we have money to replace the servers.

The library would be able to maintain these existing servers and continue to offer many of our critical online services, as well as many of our onsite, in library services. Students save a tremendous amount of time because they are able to access research material without having to travel to the campus. None of this would be possible without an up-to-date and robust IT infrastructure.

PROJECT NAME:	REPLACEMENT STUDENT BOOKSCAN STATIONS		
DEPARTMENT:	LIBRARY		
EXPECTED START DATE:	7/1/22	**EXPECTED END DATE:**	6/30/23
PROJECT LEADER:	GENG LIN		**STAFF**
PROPOSED BUDGET:	$14,000		

PROJECT DESCRIPTION:

Since 2011, the Library has been offering self-service Bookscan Stations for our students. 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/image files can be copied onto a flash drive, saved to the cloud, print directly to our printers, or emailed. They have been enormously popular with students who have repeatedly looked at the long lines and asked us to get more machines. Unfortunately as you can see, some of the units are over 10 years old and they are no longer functioning properly. The Library currently have 8 bookscan stations, 4 in the reserve lab and 4 on the upper level. We are asking for funding to replace 2 of the 8 bookscan stations so that we can have them functioning again.

PROJECT NAME:	LINUX SERVER SECURITY MAINTENANCE		
DEPARTMENT:	LIBRARY		
EXPECTED START DATE:	7/1/22	**EXPECTED END DATE:**	6/30/23
PROJECT LEADER:	GENG LIN		**STAFF**
PROPOSED BUDGET:	$6,000		

PROJECT DESCRIPTION:

The library is seeking funds to purchase extended support for security patches on our five most critical Linux servers. This will insure that the Linux servers will continue to receive critical security updates. The extension will be for two additional years so that the systems used by our students and faculty are properly protected against cyber attacks.

PROJECT NAME:	SERVER BACKUP SYSTEM		
DEPARTMENT:	LIBRARY		
EXPECTED START DATE:	7/1/22	**EXPECTED END DATE:**	6/30/23
PROJECT LEADER:	GENG LIN		**STAFF**
PROPOSED BUDGET:	$14,000		

PROJECT DESCRIPTION:

The Library is requesting money for hardware and software to build a robust backup solution for our library webserver, proxy server, digital collection server, and data servers that will also serve for disaster recovery and business continuity. The Library website receives over one million visits every year, and the website and proxy server working together allowed students and faculty to download hundreds of thousands of articles for both in-person and off-campus use. These are vital resources for John Jay students.

Our current backup software is old and cannot properly backup these new versions of our server operating systems. It is also running on hardware that is old, out of warranty, and uses excessive energy. The hardware and software we are requesting will provide a better backup solution and will enable us to implement a disaster recovery/business continuity plan so we can quickly move our webserver and proxy server to an alternate location in the event of a catastrophic fire, flood, etc. In this way, regardless of the physical state of the Library, students will be able to continue accessing library electronic resources and in so will be able to complete their course requirements.

PROJECT NAME:	DIGITAL FORENSICS LAB		
DEPARTMENT:	MATHEMATICS & COMPUTER SCIENCE		
EXPECTED START DATE:	7/1/22	**EXPECTED END DATE:**	6/30/23
PROJECT LEADER:	SHWETA JAIN		**Faculty**
PROPOSED BUDGET:	$69,610		

PROJECT DESCRIPTION:

This proposal is requesting funds for forensics workstations, servers, hard drives and related equipment for a digital forensics lab for the MS program in Digital Forensics and Cybersecurity and for upper division classrooms in the CSIS major (approximately 500 students each year). The digital forensics lab is required for several courses in the MS program such as Network Forensics, Digital Forensics Applications and Forensics Management of Digital Evidence. In addition, the capstone course FCM 798 and thesis FCM 791 can potentially utilize a digital forensics lab for capstone research projects.
Undergraduate CSIS majors may also use the lab in CSCI 411 and 412 as well as in the capstone classroom. The digital forensics lab is also necessary for hands-on experience with digital forensics processes which will prepare students for the job market in the public and private sector.
The request includes hardware and software to build an 8 station digital forensics lab. Hardware requested are: Forensics Imager, several hard drives, USB drives, write blocker, G10 4000D TRX40 forensics workstation, and 32 inch monitors. One-year subscriptions for software, Cellebrite UFED4PC and PhysicalAnalyzer, Magnet tools (Axion Forensics) and Encase Forensics (Opentext) is also requested. All software will be installed on the forensics workstations and will be used to analyze hard drive, USB drive and mobile phones. The purpose of these software tools is to analyze data and extract digital evidence from the storage in a forensically sound manner. It is important to note that forensically sound software is necessary for digital forensics examination and evidence retrieval. Evidence acquired in any other manner may or may not be used in the court.
Our students therefore need access to such software to advance their educational pursuit in digital forensics. Prior to 2016, the department had forensics workstations for students in the program. These workstations and the software have become obsolete, and the workstations are no longer in serviceable conditions. The equipment, which is now past its utility, was acquired through grants from external agencies. The department has not previously sought technology fee funding for the renewal of the equipment although the need was felt by the students and the faculty. In the absence of a lab, current students in the MS program have been using their personal laptops for their class assignments while undergraduate students are not engaging with digital forensics. The utility of consumer grade laptop is limited for memory and storage intensive operations which are common with digital forensics applications. Naturally, very often students face severe hardship as their own laptops may not have the requisite number of resources for their labs. In the absence of commercial software, faculty have been compromising by using open-source software or freeware with limited and inadequate features. Thus, students are unable to gain the same experience they would if they had access to the state-of-the-art hardware and software.

(Digital Forensics Lab cont'd)

This proposal is a one-time request to reinstate the digital forensics lab for MS students in Digital Forensics and Cybersecurity and for seniors in the undergraduate CSIS major. It is expected that future upgrades and maintenance of the lab equipment will be funded through New York state's capital budget allocation and through a proposed excellence fee for the MS program in Digital Forensics and Cybersecurity. The excellence fee will be adequate to renew software licenses, purchase spare parts and support a part time college assistant for lab maintenance. In addition, the tech fee funded graduate college assistant will be partly responsible to maintain the digital forensics lab. The lab will be under the supervision of the Graduate Director of the MS program in Digital Forensics and Cybersecurity. Students and faculty in the program will benefit and greatly appreciate this funding. Both faculty and students are committed to proper upkeep and maintenance of the lab.

PROJECT NAME:	LINUX LAB		
DEPARTMENT:	MATHEMATICS & COMPUTER SCIENCE		
EXPECTED START DATE:	7/1/22	**EXPECTED END DATE:**	6/30/23
PROJECT LEADER:	SHWETA JAIN		**Faculty**
PROPOSED BUDGET:	$2,550		

PROJECT DESCRIPTION:

The CSIS, Applied Mathematics majors/minors and Digital Forensics MS students (approximately 1200 students) have a long standing need for a Linux operating systems lab. The Linux OS is currently provided a virtual box on CLSS machines. The virtual box environment is slow and inconvenient as compared to dedicated Linux workstations. The lab will provide students an environment to do their work more efficiently.
The department currently has the desktop computers to furnish a 15 station lab. This proposal is asking for monitors, keyboards, mice and display cables to complete the setup.

PROJECT NAME:	EPORTFOLIOS		
DEPARTMENT:	OFFICE OF UNDERGRADUATE STUDIES		
EXPECTED START DATE:	7/1/22	**EXPECTED END DATE:**	6/30/23
PROJECT LEADER:	SUMAYA VILLANUEVA		**STAFF**
PROPOSED BUDGET:	$33,750		

PROJECT DESCRIPTION:

John Jay College fully transitioned into distance learning and remote work in the middle of Spring 2020 semester due to the COVID-19 pandemic and has remained online throughout 2020-2021 academic year. The ePortfolio team has been supporting faculty and students throughout the entire remote learning and working experience and were particularly adept at helping less digitally prepared members of our community from day one.

With most courses fully online, digital tools such as Digication ePortfolio have proven particularly useful. Over 120 courses have used ePortfolio to document and assess students' learning. The students in these courses created ePortfolios to upload their assignments, reflect on their work, and showcase their achievements. Through creative use of ePortfolio, students expand their digital footprint and can improve their online presence—a crucial skill in the current virtual environment. A recent prime example of the creative use of online tools for personal and collaborative learning in real time, was Prof. Yarbrough's Law & Society capstone course in Spring 2020. The class created a group ePortfolio project titled "Covid-19 at CUNY: A Class Project" that documented the students' experience during the pandemic. This project contained dairy entries of each of the students through the start of the pandemic in March up to their graduation in May. They effectively used all the audio-visual functions of Digication to its full potential to tell their stories. This class ePortfolio currently has recorded 6,000 site visits.

The evidence of ePortfolio effectiveness is prolific, which led the AAC&U to add ePortfolio as a high impact practice in 2016 (https://www.aacu.org/eportfolios). ePortfolios engage students in self-reflective practices that promote intellectual and personal growth across curricular and co-curricular experiences (Chen and Mazow, 2002; Chen, Cannon, Gabrio, & Leifer, 2005; Chen, 2009; Light, Chen, & Ittelson, 2012). These digital tools support planning for professional and academic goals and the ability to showcase students' achievements and workforce readiness skills.

John Jay students are introduced to ePortfolios through the curriculum in general education and major courses and professional and leadership development workshop series. We began piloting ePortfolios in 2012 and distributed licenses purchased on a grant to an average of 500 students annually. In Fall 2015, we received a one-time CUNY Strategic Investment Initiative (SII) award, which resulted in tremendous growth for ePortfolio use beginning in the 2016-17 academic year. Since that time, we have provided professional development to 376 faculty and advisement staff members; conducted leadership workshops to over 100 peer leaders, who created ePortfolios that highlight their achievements inside and outside the classroom, and were trained to support their fellow students' ePortfolio creation and maintenance.

(ePortfolios cont'd)

To support students documenting their learning and achievements via ePortfolio, faculty who have adapted their pedagogy to incorporate this high-impact practice, and track student progress for more than 120 unique John Jay courses, we seek recurring tech fee funds to purchase 4,500 student licenses for the 2022-23 Academic Year.

PROJECT NAME:	MACBOOK CART		
DEPARTMENT:	OFFICE OF UNDERGRADUATE STUDIES		
EXPECTED START DATE:	7/1/22	**EXPECTED END DATE:**	6/30/23
PROJECT LEADER:	SUMAYA VILLANUEVA		**STAFF**
PROPOSED BUDGET:	$33,840		

PROJECT DESCRIPTION:

In Fall 2015, John Jay College received a one-time CUNY Strategic Investment Initiative (SII) award to start the ePortfolio Program. With that funding, a cart with 30 MacBook laptops was purchased to facilitate in class workshops and other student activities. The average number of reservations from faculty to use Macbook laptops
for in class workshops is 53 per semester. However, the 30 Macbook laptops were repurposed and loaned to students, faculty and staff when the college transition to distance learning in spring 2020 as a result of the pandemic.
As the university prepares to transition to 70% in-person instruction in spring 2022, the ePortfolio program is in dire need to replace the 30 laptops that are no longer available for classroom presentation. The expectation is that with greater in person classes and workshops, the demand for in-class laptop requests will mirror the demand prior to the pandemic. With limited on-campus lab spaces and laptop access, this cart will give the students the convenience to get the right equipment for their class session and/or workshop, and the faculty will not have to worry about computer access for their students. We are requesting 30 MacBooks to replace the ones that are still on loan.