MAJOR EFFORT FORMAT
Fiscal Year 2013-2014

Institution/Consortium Name: RFCUNY on behalf of New York City College of Technology

1. **Major Effort's Number:**   5 of 6

2. **Major Effort's Title:** School of Technology and Design

3. **Major Effort's Target Population/Proposed Expenditures:**

Population	# of Students	Proposed Expenditure
General Postsecondary	86	$ 11,890
Individuals with Disabilities	11	$ 1,463
Economically Disadvantaged Individuals	520	$ 71,616
Individuals preparing for nontraditional fields	160	$ 22,043
Single Parents	36	$ 4,939
Displaced Homemakers	27	$ 3,750
Individuals with Limited English Proficiency	139	$ 19,116
MAJOR EFFORT TOTAL (UNDUPLICATED COUNT):	664	$ 134,818

4. a. **Name and Title of the Director of this Major Effort**:
   Dean Kevin Hom, School of Technology and Design
   b. **Major Effort Director's Telephone Number**: 718-260-5525
   c. **Major Effort Director's E-Mail Address: khom@citytech.cuny.edu**

5. **Postsecondary Grant Information Form Narrative**
a) All core indicators of Performance 1P1 - 5P1 are addressed in this effort.
b) Need/Achieve Target Performance Standard related to CIP
    1.Geographic Information System Technology (GIS) in Architectural Technology
    GIS hardware and software are the tools that are changing the way information about the natural and built environments is recorded, archived, managed, and used for research and analysis. GIS based data is emerging as a type of library of the future. Training in GIS data collection (1P1), documentation, and analysis offers our students both an enhancement of their architectural skills as well as a new career path alternative (3P1, 4P1).
    2. Computer Information System (CIS) Retention rates of first year students for City Tech associate degree Computer Information Systems (CIS) program are quite low, 39.6% (3P1). The first courses students should be enrolled simultaneously in the first semester are CST 1100 and CST 1101 which are important fundamental introduction courses that guide students for better understanding and preparation for study in field of Computer Information Systems. Providing student mentors and having available tutoring (1P1) introducing the student to their major will create an informed student who will be prepared to make better decisions for his/her educational and vocational career (4P1).
    3. Writing Intensive Courses For the past few years the Perkins Local Advisory Council has indicated that while students graduate with excellent technical skills their writing skills are usually weak (1P1). Employers have also stressed this point. Each associate degree course of study has one required technical course that is writing intensive to improve students writing within their discipline. English faculty will work with faculty who teach associate degree writing

intensive courses (3P1) in the School of Technology and Design to strengthen student technical writing skills.

4. CUNY Service Corps- City Tech has always strived to provide students with work-based learning experiences (4P1). This is difficult since most students must work part-time while attending college. I n 2011-2012, 65% of continuing students received need-based aid and it has been difficult to obtain paid internships for students. CUNY has just implemented a program, CUNY Service Corps which will provide paid student internships for full-time students who have earned at least 24 credits.

c) Objectives

1. Geographic Information System Technology (GIS) in Architectural Technology
This proposal seeks to continue integration of GIS technology into our new Building Tech I and II courses (Arch 1130 and Arch 1230).Students will learn the techniques for documenting buildings, understanding the materials of structures and their properties, and how these materials are assembled. Total projected number of impacted students is 254.

2. Computer Information System (CIS)
Increase retention of Computer System Technology students in CST 1100 and CST 1101 by providing mentors, tutors and guest speakers. Total projected number of impacted students is 110 students.

3. Writing Intensive Courses
Our objective is to improve writing skills of students in their disciplines. Each associate degree major in the School of Technology and Design has one writing intensive course; Architectural Technology ARCH 1121 and ARCH 2321, Computer Information Systems CST 1100, Environmental Control Technology ENVC 2321, Electrical Engineering Technology EET 2162, Telecommunication Engineering Technology TCET 2220, and Mechanical Engineering Technology MECH 2322. Total projected number of impacts students is 200, 20 students from 10 classes.

4. CUNY Service Corps- Objective is to ensure that associate degree students in School of Technology and Design apply for and be placed in CUNY Service Corps program. Total projected number of students served is 100.

d) Activities

1. Geographic Information System Technology (GIS) in Architectural Technology
To date we have collected a large amount of data on case study sites and two research assistants will format and store GIS data to use in fall and spring Building Tech courses.

2. Computer Information System (CIS) Faculty coordinator will oversee mentors. Students will be assigned a mentor to translate application of classroom to work activities. Industry speakers from IT companies will give presentations to students. Tutors will be available for students in open lab.

3. Writing Intensive Courses
A doctoral student will work with two English faculty coordinators to develop assignments, rubrics and writing instructional materials for faculty members to integrate into their classroom. Ten faculty members in the School of Technology and Design will attend workshops and work with student and English faculty during the fall semester to implement in their spring semester classes.

4. CUNY Service Corps- The inaugural interns in CUNY Service Corps program will begin in September. A part-time assistant will be hired to help track associate degree students in the program and prepare students to apply in the spring. Since this is a new program an assistant will help Program Manager advise, recruit, and assist students in applying to program.

e)Coordination with external agencies – n/a

f) Timeline

1. Geographic Information System Technology (GIS) in Architectural Technology
Fall and spring semester- Faculty member will supervise research assistants to develop data storage and formatting, develop 3D navigation. Case studies will be implemented in classes.

2. Computer Information System (CIS)
Fall and spring semester hire and train student mentors, schedule meetings, speaker presentation, Hire and manage tutoring schedule and track activities and data for retention outcomes.
3. Writing Intensive Courses
Summer- planning workshops, selecting faculty, and developing discipline specific assignments. Fall semester- conduct faculty workshops, and develop assessments. Spring semester- Faculty implement activities in the classroom, doctoral student assists faculty with implementation and assessment.
4. CUNY Service Corps-
Summer- Assist with training and develop system of tracking CUNY Service Corp students
Fall semester- Obtain and maintain data on participating students
Spring semester- Begin recruitment, information sessions, assist with students with application components and process.
g) Evaluation

Evaluation Measure	Anticipated Outcome
1. (GIS) in Architectural Technology Rubric to evaluate consistency of GIS protocol for research, data collection, storage and analysis.	Student accuracy following protocol will improve by 20% on major case study compared to minor case study #1.
2. Computer Information System (CIS) Retention rate first year fall to spring and spring to fall for CIS students Fall 2010 39.6% of students were retained in program	At least 45% retention rate for CIS enrolled students who participate in mentoring program
3. Writing Intensive Courses Discipline specific writing rubrics will be created and overall average pass rates of writing intensive course will increase	Average pass rate of students in spring writing intensive courses in which participating faculty teach will be 5% higher than previous semester grades.
4. CUNY Service Corps- Student application and acceptance into program	At least 100 associate degree students in School of Tech& Design will apply to CUNY Service Corp Program at least 15 will be placed in internships

6. Major Effort Staff:

Name	Title	Time	Salary
1. TBH (#1)	Research Assistant (2)	180 hrs@ $24	$ 4,320
2. Prof. Josephine Braneky(#2)	Faculty Coordinator	.25 FTE	$ 6,600
3. TBH (2) (#2)	Tutors	450 hrs@ $20	$ 9,000
4. TBH (20) (#2)	Mentors	1500 hrs@ $15	$22,500
5. TBH Doctoral student (#3)	Writing Coordinator	556 hrs@ $30	$16,680
6. TBH (#3)	Research Asst. Assessment	1045 hrs@ $25.50	$26,648
7. Prof. Jody Rosen(#3)	Eng. Faculty Coor	2 wks summer salary	$ 4,188
8. Prof. Laureen Park(#3)	Eng. Faculty Coor.	2 wks summer salary	$ 3,948
9. TBH (#3)	CUNY Service Corp Asst.	1045 hrs @ $18	$18,810

Fringe benefits on hourly staff is 11%, release time 33%, summer salary 28.9%

7.   Major Effort Budget

Purchased Service $400 honoraria for industry speakers to present to students

Category	Code	Major Effort Costs
Professional Salaries	15	$ 14,736
Non-Professional Salaries	16	$ 97,958
Purchased Services	40	$ 400
Supplies and Materials	45	$
Travel Expenses	46	$
Employee Benefits	80	$ 15,304
Indirect Costs	90	$ 6,420
Minor Remodeling	30	$
Equipment	20	$
Major Effort Total		$134,818