



FY 2021 Student Technology Fee Plan

Submitted to

The City University of New York

By

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Vice President for Finance & Administration

On behalf of

The Queensborough Community College Technology Fee
Committee

July 27, 2020

Revised October 8, 2020

Queensborough Community College

**The City University of New York
Student Technology Fee Plan
for the
Academic Year 2020-21**

Table of Contents

Student Technology Fee Committee Objectives	Page 3
Technology Fee Committee Membership	Page 4
Technology Fee Committee Meetings	Page 4
Project Number 1 – Student Development	Page 5
Project Number 2 – Licensing Software	Page 5
Project Number 3 – Library Electronic Resources	Page 6
Project Number 4 – Assistive Technology Investment	Page 6
Project Number 5 – QCC IT Hosting & Software Licenses	Page 6
Project Number 6 – CUNY UTI & STI	Page 6
Project Number 7 – Distance Learning Hardware & Software	Page 7
Final Note	Page 7
Budget Master Spreadsheet Summary	Page 7

TECHNOLOGY FEE COMMITTEE OBJECTIVES

The members of the Student Technology Fee Committee provided insight from the major campus constituencies on technology needs and on priorities for investment in technology to ensure the most beneficial impact for Queensborough students. The projection used for fee revenue in FY21 is estimated at \$2,718,541, comprised of two components:

1. \$2,012,841 in collected fees anticipated based on an enrollment decline of 25% and,
2. \$705,700 of FY20 unspent fee collections which are available for FY21 investment.

The ongoing goal of the Queensborough Community College Technology Fee Committee each year has been to continually enhance the classroom instructional capabilities, student lab hardware, infrastructure and the wireless access throughout the campus for the benefit of the students. Additionally, the academic departments are provided with the opportunity to request support for the development of technology, software and hardware that they propose to improve their department's ability to deliver state of the art instruction and learning opportunities to the students in their academic specialties.

Major categories of Tech Fee expenditures (outlined below) will be considered by the Committee in FY21, including:

- ✓ Continuation of the Tech Fee Student internship providing paid opportunities for students as possible given campus operations during the pandemic.
- ✓ Ongoing and potentially increased support levels of software licensing as required to support student learning outcomes in distance learning.
- ✓ Library support including specialized databases & electronic journals.
- ✓ Infrastructure upgrades as required to support instructional needs in a distance learning modality.
- ✓ Individual academic department proposals for hardware and/or software that will enhance our students learning experience and ability to work in the distance education modality.
- ✓ Continued support of the University Wide Initiatives (UWI) and Strategic Technology Initiatives (STI) as mandated by CUNY policy.
- ✓ Consideration for replacement of student-use lab computers depending on the modality of the learning environment
- ✓ Maintain instructional podia, as required

TECHNOLOGY FEE COMMITTEE MEMBERSHIP – FY 2019-2020

William V. Faulkner, Vice President Finance & Administration, Chair
Hamid Namdar, Chair, Engineering Technology Department
Sandra Palmer, Interim Provost & Vice President for Academic Affairs
George Sherman, Executive Director IT
Kathleen Villani, Professor and Chairperson, Business
Marvin Gayle, Foreign Languages & Literatures, CCR Co-Chair
Timothy Keogh, Co-Chair of AS Committee on Computer Resources
Akca Ozkan Zeynep, Chair of AS Committee on E Learning
Marvin Gayle, FEC Representative
Ankush Gaba, President SGA
Britney Vasconcellos, Executive Vice President, SGA
Nikola Baci, Administrative VP, Fall 2019 SGA & Jacqueline Apostolo SGA Spring 20
Onisa John, Treasurer, Student Government
Eniola Aderonmu, Programming Vice President, SGA, Fall 19 & Juanes Burbano,
Spring 20
Jacqueline Apostolo, VP for PT Students, SGA, Fall 19 & Nigelle Thomas, Spring 20
Jaideo Sing, Vice President for Evening Students, SGA
Valentina Lopez, Secretary
Jason Bhimani, President Pro-Tempore
Teon Chandrajit, Parliamentarian, Fall 2019, SGA & Komalpreet Kaur, Spring 2020

STUDENT TECHNOLOGY FEE COMMITTEE MEETINGS

The Queensborough Community College Student Technology Fee Committee convened throughout the 2019-2020 academic year, in person and virtually, to administer and evaluate expenditures under the FY 2020 plan adopted in April 2019. The committee is comprised of the Student Government, senior IT, academic computing and administrative managers, faculty representing the QCC Senate, departmental chairpersons and the faculty executive committee of the college.

Of special note this year-- generally, a significant portion of approved budget is utilized in the second half of the fiscal year, primarily for hardware replacements of end-of-life student lab computers and classroom technology. In March 2020 when the New York Governor enacted the COVID19 pandemic pause, all procurements were delayed indefinitely. This resulted in a one-time roll forward of fees of over \$700,000 that will be allocated by the FY21 committee during the academic year.

FY 2020-21 QCC TECHNOLOGY FEE PLAN

TOTAL PLANNED RESOURCES
\$ 2,718,541

QCC TECH FEE PROJECT # 1
STUDENT DEVELOPMENT (Continuing) - \$203,125
Requested by the College on behalf of the Students

One of the priorities of the budget allocation reviewed and approved by the Technology Fee Committee is continued support of paid student internships for technology support throughout the campus. Established in 2005, the Technology Fee Student Internship program funds student development, which includes computer-related internships, specialized training and student seminars and provides the students with an experiential learning opportunity. Each semester between 65 and 90 student interns are employed in multiple instructional support departments. The student tech fee interns develop and apply computer technology skills under the mentorship of faculty and professional staff. They gain work-related experience in a number of different technological environments: for example, students help resolve student e-mail questions, provide assistance in the Academic Computing Center, Financial Services, the IT Help Desk and in website ADA compliance. During the current pandemic crisis, Tech Fee interns have been assisting with enhanced virtual help desk operations benefiting all students, faculty & staff.

QCC TECH FEE PROJECT # 2
LICENSING & SOFTWARE (Continuing) - \$277,000
Requested by Students & Faculty

The Student Technology Fee support recurring software licenses used by students. Each semester, faculty members are given the opportunity to request software needed to support their teaching efforts. In addition, Academic Departments determine and request software. All purchased software is made available to students in both departmental computer labs and the Academic Computing Center.

QCC TECH FEE PROJECT # 3

LIBRARY ELECTRONIC RESOURCES (Continuing) - \$135,000

Requested by Students & Faculty

The Student Technology Fee funds pay for electronic reference and research resources and licenses used by students. Each semester, the Library staff assesses the requests from the academic departments to maximize this resource for students.

QCC TECH FEE PROJECT # 4

ASSISTIVE TECHNOLOGY INVESTMENT (Continuing) - \$25,000

Requested by the Department of Students with Disabilities

Technology Fee funding supports the College's twofold approach, which includes the Americans with Disabilities Act (ADA) compliant workstations in all labs for student use, and a centralized Services for Students with Disabilities (SSD) Lab which provides individualized tutoring, a study lab, assistive technology and a testing center that administers exams with reasonable accommodations. Each year as the number of teaching-spaces with technology increase, the Tech Fee provides funds to support the necessary assistive technology. Also supported is the continuation of software licensing and newly introduced supportive technology.

QCC TECH FEE PROJECT # 5

QCC IT HOSTING & SOFTWARE @ 50% share (Continuing) - \$178,087

Requested by the College in consultation with Tech Fee Committee

The FY21 approved budget continues a 50% share of QCC network & security software maintenance licenses critical to the operations of student use systems and distance learning.

QCC TECH FEE PROJECT # 6

UNIVERSITY WIDE & STRATEGIC INITIATIVES (Continuing) - \$1,264,960

Requested by the College in consultation with the Tech Fee Committee

In FY21, we have assumed FY20 levels of UWI/STI and Hosting until estimates can be provided by CUNY IT.

QCC TECH FEE PROJECT # 7

STUDENT DEVELOPMENT (Continuing) - \$635,369

Requested by the College in consultation with the Tech Fee Committee

In FY21, the balance of available funds, currently estimated at \$635,369, will be updated the Fall semester based on actual enrollment and revised projections for Spring 2021. All special initiatives funding available will be evaluated by the Technology Fee Committee throughout FY21 for support of critical initiatives as needed to best support our students.

FINAL NOTE: DEFERRED CONTINUING PROGRAMS DUE TO DISTANCE LEARNING MODALITY

Please note that the following normally recurring support projects have been deferred indefinitely while the vast majority of learning is conducted virtually:

- Student lab computer replacement program
- Podium replacement program

QCC 2020-2021 TECH FEE PROJECTS MASTER LIST							
Project Number	Project Name	New (N) or Continuing (C) Project	Tech Fee Funds Devoted to Project	PS Cost	Fringe	OTPS Cost	Expenditure Category
1	Student Internship opportunities	C	\$ 203,125	\$ 186,875	\$ 16,250	\$ -	G
2	Software licensing for student use	C	\$ 277,000			\$ 277,000	K
3	Library Electronic Databases	C	\$ 135,000			\$ 135,000	F
4	Assistive Technology	C	\$ 25,000			\$ 25,000	C
5	QCC network security & student use software @ 50% share	C	\$ 178,087			\$ 178,087	K
6	FY21 UWI/STI estimate 50% share	C	\$ 1,264,960			\$ 1,264,960	K
7	Distance learning hardware & software support to be determined during FY21. Other critical needs as determined by Committee.	N	\$ 635,369			\$ 635,369	D
TOTAL			\$ 2,718,541	\$ 186,875	\$ 16,250	\$ 2,515,416	

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