

STUDENT-READY COLLEGE: A STUDENT SUCCESS PARTNERSHIP

Student Success Partnership at City Tech is a creative, intentional process in which members of the college community develop and improve student success and experience. Working across the college leads to greater opportunities to share our vision and engage our students with what they need to plan their path to graduation and beyond.

ACADEMIC DEPARTMENT PLAN FORM

PLAN Week
Spring 2021
March 1, 2, 3, 4 & 5

How will your department participate in PLAN Week?

Please complete the PLAN Week table below, save it as a PDF, and upload the PDF your department's PLAN Week Activities to the file section of the [Student-Ready College Committee OpenLab](#) site.

Upload the PDF with the name: "PLAN[deptSP2021]"

- PLANS are due by Monday Feb 22, at 5:00pm.
- Questions may be directed to Lauri Aguirre at Laguirre@citytech.cuny.edu

PLAN Week materials will be shared on or before February 24 for all departments and college office use. These will include: 6 Steps to Prepare for Academic Advisement, PLAN week schedules flier with registration info, and PLAN week workshops flier.

Thank you!!

Department: Architectural Technology

Submitted by: Claudia Hernandez

Person(s) Responsible Identify the faculty member(s) involved with PLAN week activities	Email address for responsible faculty member(s)	Activity(s) List the activities your department will schedule in preparation for and during PLAN Week.	Date/time of activities
Claudia Hernandez	Chernandez@citytech.cuny.edu	Identify student cohorts (1 st semester, 2 nd semester, graduating, etc.)	2/18/2021
Prof. Claudia Hernandez and Barbara Mishara	Chernandez@citytech.cuny.edu	email 1 st semester students degree map, how to connect to virtual advisor, connect students to advisement webpage resources, goal setting and suggestions for engaging in college activities	March 8th
Prof. Ting Chin	TChin@citytech.cuny.edu	Prof. Ting Chin will visit all ARCH 2312 section (all third semester students are required to take this course) During this advisement session she will introduce the different degree options offered by the department. During this session a video prepared by the department chair is played to the students to outlining resources and expectations. A blackboard site has been developed to support this effort	Week of March 1st
Prof. Claudia Hernandez	Chernandez@citytech.cuny.edu	Prof. Hernandez will visit and hold advisement sessions in all ARCH 2412 sections (all third fourth semester students are required to take this course.) During the session degree options are reviewed and, curriculum charts, program information and the application process for the B. Arch program are distributed. Additionally, at this	Week of March 22 nd



NEW YORK CITY COLLEGE OF TECHNOLOGY

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time, students are required to sign up for a one on one advisement session with a department advisor. These meeting are required to be completed before registration for the fall and summer semesters begin.

A blackboard site has been developed to support this effort

