New York City College of Technology, CUNY

CURRICULUM MODIFICATION PROPOSAL FORM

This form is used for all curriculum modification proposals. See the [Proposal Classification Chart](http://openlab.citytech.cuny.edu/collegecouncil/files/2014/08/2013-10-09-Proposal_Classification_Chart.pdf) for information about what types of modifications are major or minor. Completed proposals should be emailed to the Curriculum Committee chair.

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| --- | --- |
| **Title of Proposal** | **NYC DOB workshop** |
| **Date** | **February 20, 2020** |
| **Major or Minor** | **Expedited Major** |
| **Proposer’s Name** | **Sanjive Vaidya, Gerarda Shields, Pam Brown** |
| **Department** | **ARCH TECH, SoTD Dean, Provost’s Office** |
| **Date of Departmental Meeting in which proposal was approved** | **NA** |
| **Department Chair Name** | **NA** |
| **Department Chair Signature and Date** | **NA** |
| **Academic Dean Name** | **NA** |
| **Academic Dean Signature and Date** | **NA** |
| **Brief Description of Proposal**  (Describe the modifications contained within this proposal in a succinct summary. More detailed content will be provided in the proposal body. | **Creation of a NYC DOB Scholars Workshop** |
| **Brief Rationale for Proposal**  (Provide a concise summary of why this proposed change is important to the department. More detailed content will be provided in the proposal body). | **The NYC Department of Buildings (DOB) Scholars 20 hour workshops have been offered for the past two years and follows a curriculum designed to develop career readiness skills. Many but not all participants are offered summer internships, sometimes leading to permanent employment upon graduation. The DOB Scholars Director, Matthew Longo, has requested that this be offered as an official college workshop so that all students, even those who are not offered internships, receive recognition for their commitment and accomplishments on their transcript.** |
| **Proposal History**  (Please provide history of this proposal: is this a resubmission? An updated version? This may most easily be expressed as a list). |  |

Please include all appropriate documentation as indicated in the Curriculum Modification Checklist.

For each new course, please also complete the New Course Proposal and submit in this document.

Please submit this document as a single .doc or .rtf format. If some documents are unable to be converted to .doc, then please provide all documents archived into a single .zip file.

**ALL PROPOSAL CHECK LIST**

|  |  |
| --- | --- |
| Completed CURRICULUM MODIFICATION FORM including: |  |
| * Brief description of proposal | X |
| * Rationale for proposal | X |
| * Date of department meeting approving the modification | NA |
| * Chair’s Signature | NA |
| * Dean’s Signature | NA |
| Evidence of consultation with affected departments  List of the programs that use this course as required or elective, and courses that use this as a prerequisite. | X |
| Documentation of Advisory Commission views (if applicable). | NA |
| Completed [Chancellor’s Report Form](http://openlab.citytech.cuny.edu/collegecouncil/files/2014/08/2013-10-09-Chancellor_Report_Quick_Reference_Guide1.doc). |  |

**EXISTING PROGRAM MODIFICATION PROPOSALS**

|  |  |
| --- | --- |
| Documentation indicating core curriculum requirements have been met for new programs/options or program changes. | NA |
| Detailed rationale for each modification (this includes minor modifications) | NA |

**NYC Department of Buildings Scholars Program Workshop**

The Department of Buildings Scholars program has been offered at City Tech for 10 consecutive Wednesdays, from 5-7 pm in spring 2019 and 2020.  In spring 2019, 40 students were accepted, every participant had 100% attendance, and thanks to this career-readiness workshop series, 16 students obtained summer internships and several who graduated are now working full-time for the DOB.

The Department of Buildings (DOB) Scholars program unique academic partnership between CUNY and a regulatory city agency, The DOB Scholars is an in-depth curriculum and career development program for CUNY students interested in engineering (primarily civil & mechanical), architecture, sustainability & energy management, construction management, construction trades, inspection, law enforcement, public policy/government, and public safety. The program consists of 10 seminars over the course of the spring semester from various units within the Department of Buildings.

Each week, DOB architects, engineers, sustainability experts, construction inspectors, and borough commissioners present to students on the work of their individual units/departments, and seek to create a dialogue with CUNY’s burgeoning professionals. Seminar topics include a holistic overview of the work of Development Hub, our center of plan examination review; an overview of our Enforcement borough, which houses the majority of our construction inspections teams; a discussion on modern challenges faced by structural engineers from our construction safety engineers; a breakdown of building code development & revision from our technical affairs/code development team; an engaging presentation on the DOB’s involvement in the Hurricane Maria relief effort; two presentations from our sustainability units on the built environment & climate change; and a discussion of emergency operations.

Additionally, students have the opportunity to receive help with resume drafting, cover letter writing, and interview skills. Students also receive detailed information on how to apply for upcoming paid summer internships as they become available. Students who successfully complete the program receive a certificate of completion.

For any students seeking a future career in any of the above-mentioned career paths, this program seeks to expand their professional network, their knowledge of relevant areas of study within their given major, and their knowledge of the professional and academic qualifications for jobs within these fields.

The DOB Scholars program director, Matthew Longo, requested a workshop format so that students who are not able to obtain summer internships at least have some recognition on their transcripts that they committed to and completed the 10-week program. Dean Shields has reviewed the curriculum and feel that the skills and knowledge that students learn with regards to career opportunities, educational requirements, resume and cover letter preparation and interviewing skills, warrant workshop status. The workshop curriculum is shown on the following flier” ****

# Section AIV: New Workshop

## Please fill in all applicable fields.

**New workshopsto be offered**

|  |  |
| --- | --- |
| **Department(s)** |  |
| **Academic Level** | **[  ] Regular  [   ] Compensatory  [   ] Developmental  [   ] Remedial** |
| **Subject Area** |  |
| **Course Prefix** | DOB Scholars Workshop |
| **Course Number** |  |
| **Course Title** |  |
| **Catalog Description** | NA |
| **Prerequisite** |  |
| **Corequisite** |  |
| **Pre- or corequisite** |  |
| **Credits** |  |
| **Contact Hours** |  |
| **Liberal Arts** | **[ ] Yes  [   ] No** |
| **Course Attribute (e.g. Writing Intensive, etc)** |  |
| **Course Applicability** | |  |  |  | | --- | --- | --- | | **[ ] Major** |  | | | **[ ] Gen Ed Required** | **[ ] Gen Ed - Flexible** | **[ ] Gen Ed - College Option** | | **[ ] English Composition** | **[ ] World Cultures** | **[ ] Speech** | | **[ ] Mathematics** | **[ ] US Experience in its Diversity** | **[ ] Interdisciplinary** | | **[ ] Science** | **[ ] Creative Expression** | **[ ] Advanced Liberal Arts** | |  | **[ ] Individual and Society** |  | |  | **[ ] Scientific World** |  | |
| **Effective Term** |  |

**Rationale: Workshops must be approved by governance. DOB Scholars Workshops recognize the 20 hours of commitment made by the student**

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