



NEW YORK CITY COLLEGE OF TECHNOLOGY

City Tech 101: New Student Success Workshop Winter 2022

Instructor:	Prof. Andrea Allard	Class Number:	CT101
E-mail:	AAllard@citytech.cuny.edu	Day:	Tuesday-Friday
		Time:	4:00 pm-6:00pm
Instructor:	Prof. Andrew Vaughn	Location:	Virtual via Zoom
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Website:	https://openlab.citytech.cuny.edu/mytech/		

COLLEGE MISSION STATEMENT

New York City College of Technology is a baccalaureate and associate degree-granting institution committed to providing broad access to high quality technological and professional education for a diverse urban population. City Tech’s distinctive emphasis on applied skills and place-based learning built upon a vibrant general education foundation equips students with both problem-solving skills and an understanding of the social contexts of technology that make its graduates competitive. A multi-disciplinary approach and creative collaboration are hallmarks of the academic programs. As a community City Tech nurtures an atmosphere of inclusion, respect, and open-mindedness in which all members can flourish.

COURSE DESCRIPTION

This workshop focuses on helping new students transition to college life, and specifically to City Tech. The workshop will enhance the [New Student Connection](#) with additional information, activities, and various opportunities to connect with faculty, staff, and current City Tech students. In addition to learning how to access a variety of college services and resources, students will develop personalized plans for their college career.

WORKSHOP LEARNING OUTCOMES

Upon completion of this workshop, students will be able to:

- A. Identify tools and strategies for learning in a virtual and in-person environment.
- B. Describe resources available at the college and university.
- C. Distinguish major degree offerings at the college.
- D. Recognize vocabulary specific to the college community.
- E. Communicate in diverse settings and groups, using written, oral, and visual means.

Successful completion of the workshop includes the following and is required to earn a \$50 stipend.

- **Active Participation:** Contribute to an engaging learning experience in an inclusive manner.
- **Survey:** Completion of the pre and post survey.
- **Reflection:** Share your thoughts and experiences, in writing, based on the daily workshop topics.



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SUGGESTED READING

The college wide orientation: [New Student Connection](#)

[The Companion for the First Year at City Tech](#)

Information about preparing to be a virtual learner: [City Tech, Learn Anywhere](#) and [Student Tips for On-line Learning](#)

SUGGESTED LISTENING

[Everybody's Free To Wear Sunscreen](#) - Baz Luhrmann

[Michelle Obama Best Advice for Students](#) - Address to college graduates

[The Best Study Motivation](#) - A+ Study Motivation

CLASS MEETING SCHEDULE

Class 1, Tuesday, January 11, 2022

Introduction to Technology to Make your College Experience Better

Session Objective:

- To introduce students to the learning outcomes of the City Tech 101 Student Success Workshop
- To introduce students to City Tech instructional technology
- To encourage communication among new students, peer mentors, and instructors

Class 2, Wednesday, January 12, 2022

Rise and Grind

Session Objective:

- To share strategies and tools to create a productive learning environment
- To prepare a schedule for successful use of time
- To identify personal approaches to self-care

Class 3, Thursday, January 13, 2022

Self-Advocacy and Mindset

Session Objective:

- To define the mindset of a learner
- To practice the steps to a growth mindset
- To identify campus resources to support a growth mindset

Class 4, Friday, January 14, 2022

You Paid for It Use It: Resources and Services

Session Objective:

- To identify resources at the college and on the college's website
- To engage with the resources available at the college and on the college's website
- To discuss what academic integrity is, why it is important in academia, and what it means to each student

Class 5, Tuesday, January 18, 2022

The Syllabus

Session Objective:



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- To identify and discuss the components of a syllabus
- To make a connection between college resources and information presented in a syllabus
- To discuss the role of your teacher in the learning process
- To develop questions pertaining to the information presented on the syllabus

Class 6, Wednesday, January 19, 2022

A Major Decision

Session Objective:

- To read and differentiate the various sections of a degree audit
- To develop questions about the student's course of study by major
- To complete two years of a [My Degree Planner](#)
- To participate in a college wide reflection project

Class 7, Thursday, January 20, 2022

Deans and Transcripts and the Bursar, OH MY!: College Vocabulary

Session Objective:

- To develop awareness of vocabulary unique to college life
- To identify various resources found on the college website

Class 8, Friday, January 21, 2022

A Yellow Jacket Life: The Buzz on your Future

Session Objective:

- To introduce students to the various co- and extra- curriculums available at City Tech and discuss why involvement in college life benefits students
- To develop questions to ask during Connect Day, Department New Student Welcome
- To prepare an action plan for the start of the semester

DIVERSITY AND INCLUSIVE EDUCATION

This course welcomes students from all backgrounds, experiences and perspectives. In accordance with the City Tech and CUNY missions, this course intends to provide an atmosphere of inclusion, respect, and the mutual appreciation of differences so that together we can create an environment in which all students can flourish. It is the instructor's goal to provide materials and activities that are welcoming and accommodating of diversity in all of its forms, including race, gender identity and presentation, ethnicity, national origin, religion, cultural identity, socioeconomic background, sexuality and sexual orientation, ability, neurodivergence, age, and etc. Your instructor is committed to equity and actively seeks ways to challenge institutional racism, sexism, ableism and other forms of prejudice. Your input is encouraged and appreciated. If a dynamic that you observe or experience in the course concerns you, you may respectfully inform your instructor without fear of how your concerns will affect your grade. Let your instructor know how to improve the effectiveness of the course for you personally, or for other students or student groups. We acknowledge that NYCCT is located on the traditional homelands of the Canarsie and Lenape peoples.

<https://openlab.citytech.cuny.edu/dice/>

STUDENT ACCESSIBILITY

City Tech is committed to supporting the educational goals of enrolled students with disabilities in the areas of enrollment, academic advisement, tutoring, assistive technologies, and testing



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accommodations. If you have or think you may have a disability, you may be eligible for reasonable accommodations or academic adjustments as provided under applicable federal, state and city laws. You may also request services for temporary conditions or medical issues under certain circumstances. If you have questions about your eligibility or would like to seek accommodation services or academic adjustments, you can leave a voicemail at 718-260-5143, send an email to: Accessibility@citytech.cuny.edu, or visit the Center's website at <http://www.citytech.cuny.edu/accessibility/> for more information.

NYC COLLEGE OF TECHNOLOGY STATEMENT ON ACADEMIC INTEGRITY

Students and all others who work with information, ideas, texts, images, music, inventions, and other intellectual property owe their audience and sources accuracy and honesty in using, crediting, and citing sources. As a community of intellectual and professional workers, the College recognizes its responsibility for providing instruction in information literacy and academic integrity, offering models of good practice, and responding vigilantly and appropriately to infractions of academic integrity. Accordingly, academic dishonesty is prohibited in The City University of New York and at New York City College of Technology and is punishable by penalties, including failing grades, suspension, and expulsion.

As stated in the Academic Integrity Policy Manual:

"academic dishonesty occurs when individuals plagiarize or cheat in the course of their academic work. Plagiarism is the presenting of someone else's ideas without proper credit or attribution. Cheating is the unauthorized use or attempted use of material, information, notes, study aids, devices or communication during an academic exercise."

The complete text of the College Academic Integrity Policy Manual may be found on the College website.

STATEMENT OF CLASSROOM BEHAVIOR

Each student has the right to study and learn in a comfortable, safe, supportive environment that promotes self-esteem – free of fear, humiliation, intimidation, offensive or suggestive language.

RECORDED SESSIONS

Students who participate in this class with their camera on or use a profile image are agreeing to have their video or image recorded solely for the purpose of creating a record for students enrolled in the class to refer to, including those enrolled students who are unable to attend live. If you are unwilling to consent to have your profile or video image recorded, be sure to keep your camera off and do not use a profile image. Likewise, students who un-mute during class and participate orally are agreeing to have their voices recorded. If you are not willing to consent to have your voice recorded during class, you will need to keep your mute button activated and communicate exclusively using the "chat" feature, which allows students to type questions and comments live.

RECORDING POLICY

Students are NOT permitted to record any part of the class or office hours. This includes screenshots on Zoom. If there is a need to record for some reason, students must get permission from the professor via email BEFORE the recording takes place.



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EMAIL POLICY

Per college policy, students will only communicate with the professor and other members of the college community via their City Tech email address (the one that ends with @mail.citytech.cuny.edu) and Blackboard. Most emails receive a response within 48 hours—if you don't receive a response after two days, check the email address (and spelling), and email again. Many students find that the best way to keep track of their email is to download the Outlook app on their phone.

****Successful students check their email and Blackboard daily!****