

**Syllabus**  
**CITY TECH 101**  
**New Student Success Workshop**  
*Summer 2023*

**WORKSHOP INFORMATION**

Monday through Thursday, 10am – 12pm  
Namm 606

<https://openlab.citytech.cuny.edu/pennerct101summer2023/>

**INSTRUCTOR INFORMATION**

Jessica Penner  
jpenner@citytech.cuny.edu

**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.

**WORKSHOP DESCRIPTION**

This workshop focuses on helping new students transition to college life, and specifically to City Tech. The workshop will enhance the new student experience with 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:

1. Identify tools and strategies for learning in a virtual and in-person environment.
2. Describe resources available at the college and university.

3. Distinguish major degree offerings at the college.
4. Recognize vocabulary specific to the college community.
5. Communicate in diverse settings and groups, using written, oral, and visual means.

## SUCCESSFUL COMPLETION

In order to successfully complete the workshop, students need to:

- **Actively Participate:** Attend workshop sessions, and contribute to an engaging learning experience in an inclusive manner.
- **Complete Surveys:** Complete a Pre-Workshop Survey and a Post-Workshop Survey.
- **Reflect:** Share your thoughts and experiences, in writing, based on the workshop topics, in Reflections on workshop OpenLab site.

## SUGGESTED READING

- *The Companion for the First Year at City Tech*
  - resource to guide you as you develop your skills as a college student.
- [Student Tips for On-line Learning](#)
  - provides information about preparing to be a virtual learner. Though you may have a combination of in person and virtual class these resources will be valuable.
- “City Tech Self Care and Resilience” program in Blackboard ‘Organizations’

## SUGGESTED MEDIA

- Graduation speeches
  - [Everybody’s Free To Wear Sunscreen](#) by Baz Luhrmann
  - [Best Advice for Students](#) by Michelle Obama
- TEDTalks
  - [The Danger of Silence](#) by Clint Smith
  - [What You Discover When You Really Listen](#) by Hrishikesh Hirway
- Podcast
  - [Non Traditional College Success](#)

## **DIVERSITY AND INCLUSIVE EDUCATION STATEMENT**

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.

## **STUDENT ACCESSIBILITY STATEMENT**

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 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](mailto:Accessibility@citytech.cuny.edu), or visit the Center's website at <http://www.citytech.cuny.edu/accessibility/> for more information.

## **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. The complete text of the College policy on Academic Integrity may be found in the catalog.

## **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.

## EMAIL POLICY

Per college policy, the instructor will only communicate with students via their City Tech email address (the one that ends with @mail.citytech.cuny.edu) and Blackboard/OpenLab. 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/OpenLab daily!\*\**

## **CLASS MEETING SCHEDULE**

### **Session 1: 8/7**

#### **Academic Basics: #WelcomeToCityTech**

#### **Session Objectives**

- To examine learning outcomes of the City Tech 101 Student Success Workshop
- To recognize City Tech instructional technology
- To recognize the impact of communication in college settings

### **Session 2: 8/8**

#### **The Syllabus**

#### **Session Objectives**

- To identify and discuss the components of a syllabus
- To discuss the role of instructors in the learning process
- To develop questions pertaining to the information presented on the syllabus
- To discuss the elements of good communication in an academic environment

### **Session 3: 8/9**

#### **#RiseAndGrind**

#### **Session Objectives**

- 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 learning

#### **Session 4: 8/10**

#### **You Paid for, It Use It: Resources + Services**

##### **Session Objectives**

- 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 the value and necessity of asking for help

#### **Session 5: 8/14**

#### **Get Your Head in the Game: Mindset + Self-Care**

##### **Session Objectives**

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

#### **Session 6: 8/15**

#### **#YellowJacketLife: The Buzz on your Future**

##### **Session Objectives**

- To discuss various co- and extra- curriculars available at City Tech
- To discuss involvement in college-affiliated activities
- To develop questions to ask during Connect Day, Department New Student Welcome
- To prepare an action plan for the start of the semester

### **Session 7: 8/16**

#### **Coming to Terms with College Vocabulary**

##### **Session Objectives**

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

### **Session 8: 8/17**

#### **#aMAJORdecision**

##### **Session Objectives**

- 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 2 years of a [My Degree Planner](#)