

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: _____ Communication Design _____

Submitted by: _____ Tanya Goetz _____

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
Tanya Goetz	tgoetz@verizon.net	Promote college-wide PLAN zoom sessions and department PLAN Week session to all COMD students on COMD Facebook page, through a COMD email last bas well as on COMD Openlab Advisement and internship Coordination Pages. Also, an email will go out to all faculty asking them to discuss PLAN week with their students.	Thursday February 24 th
Tanya Goetz Sarah Woolley George Larkins	tgoetz@verizon.net	A Communication Design movie event & gallery show update	Thursday March 4 th 12:30 to 2:30
Tanya Goetz	tgoetz@verizon.net	Advisement Orientation for All COMD students with a focus on highlighting the COMD Advisement website and the best strategies for planning one's courses schedule for the new 3 semesters. Identifying WI and ID courses in CUNY First will be demonstrated in this session. A Q& A session will follow the session.	Friday March 5 th 12:45 to 2:00



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