



## ACADEMIC SENATE POLICY

February 13, 2020

**TO:** Lynn Mahoney, President  
San Francisco State University

**FROM:** Nancy C. Gerber, Chair *NCG*  
Academic Senate

**RE:** Senate Policy S20-279 Revision First Year Experience Committee

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**SOURCE COMMITTEE:**

Academic Policies Committee

**SENATE ACTION:**

At its meeting on Tuesday, February 4, 2020 the Academic Senate approved **Senate Policy S20-279 Revision First Year Experience Committee**

We solicit your concurrence. Thank You.

**cc:** Jennifer Summit, University Provost and Vice President for Academic Affairs  
Alison Kleaver, University Council  
Beth Hellwing, Interim VP Student Affairs & Enrollment Management  
Lori Beth Way, Dean of Undergraduate Education & Academic Planning

**ec:** The Deans and Associate Deans of the Colleges  
Grace Yoo, First Year Experience Faculty Director  
Chris Trudell, First Year Experience Manager

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**PRESIDENTIAL ACTION**

APPROVED: *Lynn Mahoney* Date: 2/17/20



**SAN FRANCISCO  
STATE UNIVERSITY**

Policy #: S20-279  
 Supersedes: F17-279  
 Senate Approval: 02/04/2020  
 Presidential Approval: 02/17/2020  
 Effective: Fall 2020  
 Last Review: Fall 2019  
 Next Review: Spring 2022

**First-Year Experience Committee**

**Rationale**

In their transition to university life, first year students bring with them a foundation of rich personal identities and lived experiences. First year experience is a proven high-impact educational practice, designed to address critical issues including retention and attrition of first-year undergraduates and the transition from high school to postsecondary education. The majority of first year experiences involve campus resources and topics related to academic success, personal wellbeing, financial literacy, community awareness, and professional development.

**Key Words:** *First-year experience, FYE Director*

**Author/Source**

*Foundations of Excellence Steering Committee and Academic Policies Committee*

**Responsible Unit**

*Academic Affairs, Student Affairs and Enrollment Management and the Division of Undergraduate Education and Academic Planning*

**History**

Version	Approved	Revisions(s)
2	2/17/2020	Insert a vision statement. Adjust membership. Modify responsibility to report to Academic Senate.
1	10/31/2017	Original

I. Vision

- a. From the heart of a diverse community, San Francisco State University honors its legacy by promoting social justice and equity, and inspiring the courage to lead and collaborate. In the first-year, students forge and further develop personal, academic and community identities and literacies in dialogue with San Francisco State University's history of social justice, equity and inclusion.
- b. Successful first-year students enter their second year by
  - Having a foundation of social justice, equity and community inclusion
  - Belonging to our campus community
  - Connecting with our faculty and staff members
  - Engaging with a critical consciousness of themselves and their relations to others.
  - Understanding their roles, responsibilities and opportunities as an engaged student
  - Building a commitment to community, social and political action

II. The San Francisco State University First Year Experience Committee is charged to:

- a. Review best practices occurring in the CSU and beyond
- b. Present policy recommendations to the Academic Senate for the first-year seminar and other first year experiences that help first year students
  - develop their own individualized intellectual identity through access to the rich array of curricular opportunities offered at SF State;
  - shape an academic identity of their own by building relationships with students, faculty and staff in multiple communities of learning;
  - construct a community identity through engagement with campus and community life;
  - navigate institutional structures and processes to develop self-advocacy skills;
  - identify with the university's mission and values while finding inspiration in SF State's rich history and;
  - learn to appreciate diverse ways of being, belonging, learning and living, that may be different from their own experiences and identities.
- c. Evaluate implemented first year experience activities and report findings to the Academic Senate
- d. The committee is expected to break up into subcommittees to fulfill its charge.

III. The First Year Experience Committee shall consist of the following members:

- a. Student Affairs First-year Experience director or designee, ex officio
- b. Faculty Director of First-year Experiences or designee, ex officio
- c. General Education Director or designee, ex officio

- d. Director of the Undergraduate Advising Center (UAC) or designee, ex officio
- e. Director of Developmental Studies or designee, ex officio
- f. Faculty Director of CEETL or designee, ex officio
- g. First-year Student representative willing to serve
- h. First-Year Peer Mentor-(Student Affairs & Enrollment Management)
- i. First-Year Peer Mentor-(Academic Affairs)
- j. Representative from Division of Equity and Community Inclusion
- k. Representative from Metro
- l. Representative from EOP
- m. Representative from Residential Life
- n. Representative from Health Promotion and Wellness
- o. Four faculty who are teaching first –year students, who oversee a program or interested in FYE.
- p. The committee will be co-chaired by the First-Year Experience Manager Director from Student Affairs and Enrollment Management and the First Year Experience Faculty Director from Academic Affairs.



**SAN FRANCISCO  
STATE UNIVERSITY**

Provost & VP Academic Affairs  
Received  
FEB 06 REC'D  
San Francisco State University

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## ACADEMIC SENATE POLICY

February 6, 2020

**FROM:** Nancy C. Gerber, Chair  
Academic Senate

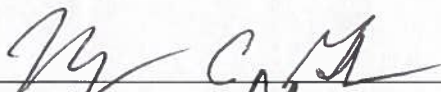
**RE:** Routing Sheet for Senate Policy S20-279 First year Experience Committee

**SOURCE COMMITTEE:** Academic Policies Committee

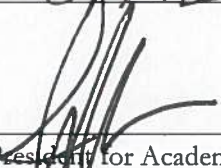
**SUMMARY:**

At its meeting on Tuesday, February 4, 2020 the Academic Senate approved **Senate Policy S20-279 Revision to First Year Experience Committee.**

We solicit your concurrence. Thank You.

  
\_\_\_\_\_  
Senate Chair

Date: 2/6/2020

  
\_\_\_\_\_  
Provost & Vice President for Academic Affairs

Date: 2/7/2020

Recommend Approval

Yes

No

ecc: University Council



**SAN FRANCISCO  
STATE UNIVERSITY**

Policy #: S20-279  
 Supersedes: F17-279  
 Senate Approval: 02/04/2020  
 Presidential Approval:

XX/XX/XXXX

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**First-Year Experience Committee**

**Rationale**

In their transition to university life, first year students bring with them a foundation of rich personal identities and lived experiences. First year experience is a proven high-impact educational practice, designed to address critical issues including retention and attrition of first-year undergraduates and the transition from high school to postsecondary education. The majority of first year experiences involve campus resources and topics related to academic success, personal wellbeing, financial literacy, community awareness, and professional development.

**Key Words:** *First-year experience, FYE Director*

**Author/Source**

*Foundations of Excellence Steering Committee and Academic Policies Committee*

**Responsible Unit**

*Academic Affairs, Student Affairs and Enrollment Management and the Division of Undergraduate Education and Academic Planning*

**History**

Version	Approved	Revisions(s)
2	XX/XX/XXXX	Insert a vision statement. <u>Adjust membership.</u> <del>Include additional members.</del> <u>Modify responsibility to report to Academic Senate.</u>
1	10/31/2017	Original

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- ~~e.~~ c. Evaluate implemented first year experience activities and report findings to the Academic Senate
- ~~d.~~ d. The committee is expected to break up into subcommittees to fulfill its charge.

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- ~~b.~~ b. Faculty Director of First-year ~~e~~ Experiences or designee, ex officio
- ~~c.~~ c. General Education Director or designee, ex officio



- 37 ~~d. Dean of Undergraduate Education and Academic Planning or designee, ex officio~~
- 38 d. Director of the Undergraduate Advising Center (UAC) or designee, ex officio
- 39 e. Director of Developmental Studies or designee, ex officio
- 40 ~~e. Director of New Student Programs or designee, ex officio~~
- 41 ~~f. f. Faculty Director of CEETL or designee, ex officio~~
- 42 g. First-year Student representative willing to serve appointed by Associated Students
- 43 h. First-Year Peer Mentor (Student Affairs & Enrollment Management)
- 44 ~~g. i. First-Year Peer Mentor (Academic Affairs)~~
- 45 ~~h. j. Representative from Division of Equity and Community Inclusion Counseling and~~
- 46 ~~Psychological Services~~
- 47 ~~i. Representative from Financial Aid~~
- 48 ~~j. k. Representative from Metro Academies~~
- 49 ~~k. l. Representative from EOP~~
- 50 ~~l. m. Representative from Residential Life~~
- 51 ~~m. n. Representative from Health Promotion and Wellness~~
- 52 ~~n. Faculty appointed by the Academic Senate for three year terms~~
- 53 ~~i. A faculty representative whose primary teaching assignment is Written English~~
- 54 ~~Communication I courses~~
- 55 ~~ii. A faculty representative whose primary teaching assignment is Oral~~
- 56 ~~Communication courses~~
- 57 ~~iii. A faculty representative whose primary teaching assignment is Quantitative~~
- 58 ~~Reasoning courses~~
- 59 ~~iv. A faculty representative whose primary teaching assignment is Critical Thinking~~
- 60 ~~courses.~~
- 61 ~~v. A faculty representative whose primary teaching assignment is Area E courses~~
- 62 ~~o. o. i. Four faculty who are teaching first-year students, who oversee a program or~~
- 63 ~~interested in FYE j. The committee will be co-chaired by the First-Year Experience~~
- 64 ~~Manager Director from Student Affairs and Enrollment Management and the First Year~~
- 65 ~~Experience Faculty Director from Academic Affairs.~~