Request for new First-Year Seminars

FYSE 101

**Deadline to submit course proposals is Friday, May 5, 2023**

This RFP is seeking course proposals for new First-Year Seminar (FYSE) sections. FYSE 101 is open-themed and designed primarily for freshmen. It is a three-credit course and counts as a liberal arts elective. FYSE 101 aims to introduce students to faculty’s diverse expertise, to energize freshmen about learning, and to enable them to cultivate a sense of belonging to the New York Tech community.

If you can design a course with a creative and inspiring topic that can pique students’ interests, and if you have a passion for sharing your knowledge and expertise to empower others, join New York Tech in its effort to augment the first-year experience.

The substantive core of the seminar should:

* consist of ‘academic’ content that is intriguing and compelling to first year students
* explore a topic at some depth (i.e., not a survey course) and focus on cutting-edge topical issues
* use active learning and discussion
* align with targeted and necessary skills development
* consider other 21st century skills (e.g., see [Future Work Skills](https://www.iftf.org/uploads/media/SR-1382A_UPRI_future_work_skills_sm.pdf) and [Future Skills Update and Literature Review](http://www.iftf.org/uploads/media/SR-1382A_UPRI_future_work_skills_sm.pdf))
* have students explore new and old ideas, appreciate and assess complex issues, integrate technology, and address new needed abilities that can allow students to thrive beyond the classroom

View examples of existing [FYSE 101 sections](https://www.nyit.edu/advising/first_year_seminar).

Procedural details:

* Faculty must submit the “Proposal for New Sections” and a copy of the syllabus to Lissi Athanasiou-Krikelis (lathanas@nyit.edu). Chair’s and Dean’s approvals are required.
* All FYSE sections must follow the Learning Outcomes and the Methods of Assessment of the general template as listed on the Proposal Form.
* The new section must be a liberal arts course.
* The new section will be offered in person to maximize the freshman experience.
* Although the course is primarily offered for freshmen, transfer and upper-level students may take it with instructor’s approval.
* Faculty collaboration and co-teaching are welcome.
* Since enrollment is unpredictable, instructors may want to plan to teach it as overload. (Discuss this issue with your chair and dean.)
* New sections will be approved by an ad-hoc committee consisting of Lissi Athanasiou-Krikelis, Director of Interdisciplinary Studies where FYSE is housed; Francine Glazer, Associate Provost; Monika Rohde, Senior Associate Dean; and Robert Gallagher, Clinical Associate Professor, Occupational Therapy.

**Deadline to submit course proposals is Friday, May 5, 2023**

If your course is approved, the committee will notify you to discuss scheduling details for Fall 2023. For questions contact lathanas@nyit.edu and fglazer@nyit.edu

# First-Year Seminar (FYSE 101) Proposal for New Sections

## Instructions:

Faculty member completes the form and submits it to his/her chair for approval along with FYSE syllabus. The chair forwards all documents to the Director of Interdisciplinary Studies.

To qualify, a new section of FYSE 101 must follow the Learning Outcomes and the Methods of Assessment of the general FYSE 101 template as listed below.

**Student Learning Outcomes:** (*must* include the following, plus any outcomes specific to the new section) Upon successful completion of this course, students will be able to:

* 1. Acquire and apply various technological/electronic techniques for effective communications, presentations, public speaking and modes of learning.
	2. Collaborate productively with peers, while attending to interpersonal dynamics, diversity, and equity.
	3. Cultivate a growth mindset.

**Methods of Assessment:**

1. Oral presentation
2. Brief Writing Project(s) (short responses/ discussion posts, essays, reflection papers, newsletter)\*

**Final Reflection Essay:** At the end of the semester, you will submit a reflection essay, a short-story memoire of your first-semester/first-year college experience.

**Prompt for Final Reflection Essay:** In 500-800 words, write about your first-year/first-semester experience as a student at New York Tech. Provide examples from courses, interactions with faculty, staff, and other students, and discuss your use of New York Tech campus resources. Mention positive moments, but also refer to challenges (in college, at home, and at work) that have shaped college life for you. Finish the essay with one paragraph that describes how you plan to approach college next semester and the semesters after that. What have you learned this semester that can help you in subsequent years?

1. Collaborative Project, including peer and self-assessment
2. Metacognitive activities

\**Since there are no writing prerequisites, instructors are discouraged from including a Research Paper.*

**Criteria for evaluation:** The syllabus:

* 1. aligns with FYSE 101 Learning Outcomes and Methods of Assessment, such as includes collaborative activities to address specific outcome
	2. features a current topic that is within the faculty member's expertise and is appealing to freshmen
	3. features a title that piques students’ interest



# To be completed by the faculty member:

First and Last Name:

Course Title:

Department:\_\_\_\_\_\_\_\_\_\_\_

School:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Campus: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| --- |
| **Title** of New FYSE 101 Section: |
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| **Course Description:** This description will be added to the FYSE webpage. It should address the student directly. We recommend starting the course description with a question. |
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| **Explanation**: Why is the topic compelling to freshmen and how does it relate to the faculty’s expertise: |
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| Additional Learning Outcomes for the course: |
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| --- |
| Description of Activities (copied and pasted from syllabus): |
| **1. Oral Presentation** |
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| 1. **Brief Writing Project(s) in addition to the Final Reflection Essay** (short responses/ discussion posts, essays, reflection papers, newsletter) Since the course does not have writing courses as prerequisites, instructors should be discouraged from including a Research Paper.
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| **3. Collaborative Project,** including peer and self-assessment  |
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| --- |
| **Availability**:If your section is approved, which days/times would you prefer to teach it? Offer at least three possibilities.  |
|  |

**\_\_\_** I have attached a syllabus that aligns with FYSE 101 Learning Outcomes and Methods of Assessment.

Faculty Member’s First and Last Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_



# To be completed by the instructor’s Chair:

Chair’s First and Last Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 I approve

 I acknowledge that, although the course will be scheduled by the IDSP director, it will be entered into the FACCOMP by my department.

Chair’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**To be completed by the instructor’s Dean:**

Dean’s First and Last Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_

**SAMPLE SYLLABUS First-Year Seminar**

**FYSE 101, Number, and Section**

## Catalog Description

In this first-year seminar, students will explore a specific topic, theme or approach with a New York Tech full-time faculty member. The content of the course will vary from instructor to instructor. For individual course descriptions, visit the FYSE 101 webpage.

## Instructor Information

*Instructor:*

*Office Location:*

*Telephone:*

*E-mail:*

*Website:* Canvas

*Office hours:*

## Course information

*Term and date:*

*Course number and section:* FYSE 101 *Credits:* **3 credits**

*Meeting times:*

*Building and room number:*

*Prerequisites and co-requisites:* **none**

## Required texts (including ISBN numbers)

TBD by instructor

## Other required items

TBD by instructor

## Course introduction

TBD by instructor

## Student learning outcomes and methods of assessment

Upon successful completion of this course, students will be able to:

1. Acquire and apply various technological/electronic techniques for effective communications, presentations, public speaking and modes of learning.
2. Collaborate productively with peers, while attending to interpersonal dynamics, diversity, and equity.
3. Cultivate a growth mindset.

Methods of assessment will include:

1. Oral presentation
2. Final Reflection Essay and/or other Brief Writing Project(s) (short responses/ discussion posts, essays, reflection papers, newsletter).
3. Collaborative Project, including peer and self-assessment (samples and templates to be provided by CTL in a Canvas shell)
4. Metacognitive activities

## Description of assignments

TBD by instructor

## Grading formula

TBD by instructor

## Schedule of Dates and Topics

TBD by instructor

The Schedule of Dates may be modified slightly during the semester. Any changes will be sent as Announcements that will be posted on Canvas and sent automatically to all students in the class via NYIT email.

## Exams and Quizzes

TBD by instructor

## Policy for missed exams and missed or late assignments

TBD by instructor

## Attendance policy

TBD by instructor

## Library Resources

All students can access New York Tech’s virtual library from both on and off campus at

 [www.nyit.edu/library.](http://www.nyit.edu/library) The same login you use to access NYIT e-mail and NYITConnect will also give you access to the library’s resources from off campus.

On the upper left side of the library’s home page, select links for “Find Resources”, “Innovation Labs”, “Research Assistance”, “Services”, For Faculty”, “Library e-News” and “Contact“. Using the search boxes in the middle of the library homepage will also assist you in navigating the library’s web pages. Should you have any questions, please select “Contact” on the left side to submit a “Ask-A-Librarian” form or to Live Chat with a Librarian.

## Support for Canvas, Zoom, and other Technologies

Support for Canvas, Zoom, and other technologies is available through Service Central, Monday-Thursday, 9 am – 7 pm (Eastern Time) and Friday, 9 am - 5pm (Eastern Time) via website, email, or phone.

* Website: https://[www.nyit.edu/service\_central](http://www.nyit.edu/service_central)
* Email: servicecentral@nyit.edu
* Phone Number: 516.686.1400

## Additional resources for further learning

## If you would like additional help in the course, please contact your instructor for guidance. You are also encouraged to use New York Tech’s academic support services: the Learning Center, the Writing Center, the Math Resource Center, and Brainfuse (online tutoring, 24/7). For more information and links to the individual centers, see [www.nyit.edu/tutoring.](http://www.nyit.edu/tutoring)

## Withdrawal policy

See the Withdrawal From a Course under “Academic Policies and Rules” in the New York Tech Academic Catalogs.

The decision to withdraw from a course should be made only after consulting with the course instructor and advisor, as withdrawing from a course may affect visa status (for international students) and/or financial aid eligibility, as well as result in financial obligation to New York Institute of Technology. Consult with the

 Office of International Education, the Office of Financial Aid and the Bursar's Office for more information.

## Academic integrity and plagiarism policies

Academic integrity is the pursuit of scholarly work in an open, honest, and responsible manner. Academic integrity is a basic guiding principle for all academic activity, and all members of the university community are expected to act in accordance with this principle. Academic integrity includes a commitment to engage in academic work that adheres to the highest standards of academic honesty. These standards include purposeful avoidance of plagiarism, cheating, misrepresentation, unauthorized collaboration, or any efforts at facilitating any academic deception. Such acts of dishonesty violate the fundamental and ethical principles of the community and compromise the worth of work completed by others.

If a faculty member determines that a student has committed academic dishonesty by plagiarizing, cheating, or in any other manner, the faculty member may report the allegation of misconduct for follow-up by the Dean of Students pursuant to the Student Code of Conduct's Academic Integrity Policy – U.S. Campuses.

Each student enrolled in a course at New York Institute of Technology agrees that by taking such a course, they consent to the submission of all required papers for textual similarity review to any commercial service engaged by the university to detect plagiarism. Each student also agrees that all papers submitted to any such service may be included as a source document in the service's database, solely for the purpose of detecting plagiarism of such papers.

## Support for students with disabilities

The Office of Accessibility Services works with students to make sure disability-related accommodations are implemented. In addition to monitoring compliance with the Americans with Disabilities Act (ADA) and other applicable laws, the OAS actively supports students on the Long Island and New York City campuses in the pursuit of their academic goals and a barrier-free educational environment. Identification of oneself as an individual with disability is voluntary and confidential. Students interested in registering for accommodations are encouraged to contact the Assistant Director of Accessibility Services at any point during their NYIT career: Walter Mayer - wmayer@nyit.edu.

## Basic Needs Resources for Students

## A healthy lifestyle, including access to nutritious food, housing, and other basic needs and resources, is essential for students to reach their highest personal and academic potential. To ensure that all its students have access to healthy food, information and resources, New York Institute of Technology launched the Bear

 Bytes initiative. One of its programs is the G rizzly Cupboard.

The Grizzly Cupboard is a food and resource pantry located on each New York campus. It is open during the fall and spring semesters and provides food and other health and wellness resources to all students. For local food pantries and health, wellness, housing, and financial resources, students may visit the Bear Bytes web page to learn more.

**Schedule of Dates:**

TBD by instructor