



STUDENT AFFAIRS & ENROLLMENT MANAGEMENT
OFFICE OF THE VICE PRESIDENT & TITLE IX COORDINATOR

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MEMORANDUM

DATE: April 03, 2018

TO: **Ryan Fetzer**, Associate Director, Campus Recreation
Jacqueline Foley, President, Associated Students
Helen Ghebreyesus, Student, Women's Studies Major/Health Education Minor
Jocelyn Hermoso, Associate Professor, School of Social Work
Andrew Lok, Retail & Commercial Services Manager, UCorp
Jeff Madigan, Health & Safety Manager, Business Operations
Mario Flores, Assistant Executive Director, Associated Students
David Rourke, Director, Residential Life
Dania Russell, Director, Dining and Events
Tony Sparks, Assistant Professor, Urban Studies
Aimée Williams, Lead Health Educator, Health Promotion & Wellness
Oscar Peña, Student Representative, Associated Students
Elizabeth Gandara, Student Representative, Associated Students
TBD, Development Officer, University Advancement

FROM: Luoluo Hong, Vice President & Title IX Coordinator
Student Affairs & Enrollment Management

CC: Eugene R. Chelberg, Associate Vice President for Student Affairs
Student Affairs & Enrollment Management

SUBJECT: Appointment to the SF State Basic Needs Initiative Committee

In support of the CSU's Graduation Initiative 2025, a major area of emphasis involves ameliorating the basic needs of our students to ensure they can remain on the pathway to their educational goals. The CSU just recently released the results of their Phase II study examining basic needs across all 23 campuses. The results can be found at https://www2.calstate.edu/impact-of-the-csu/student-success/basic-needs-initiative/Documents/BasicNeedsStudy_phaseII_withAccessibilityComments.pdf). A companion report providing an update on initiatives to support students with their basic needs can be found at <https://www2.calstate.edu/impact-of-the-csu/student-success/basic-needs-initiative/Documents/CSU-Basic-Needs-Action-Report.pdf>.

During AY 2016-17, an ad hoc work group met at SF State to identify core challenges experienced by our students relative to basic needs and developed potential solutions. In support of the first

recommendation contained in the “Report on the Ad Hoc Work Group: Responding to Food & Housing Insecurity” (see attached), this memo serves as your official appointment to serve on the San Francisco State University Basic Needs Initiative Committee. **Aimée Williams**, *Lead Health Educator*, Health Promotion & Wellness, has graciously agreed to chair the committee. Please review the attached report so you will begin to become familiar with the focus of the work at hand.

The charge of the committee is to guide and advise the implementation of the remaining recommendations contained in the ad hoc work group’s report. In particular, I ask that the committee support those interventions that are systemic in nature, addressing root causes to the extent possible, and helping to ensure that the dignity of those impacted by displacement and food insecurity is preserved. This can be done by not framing solutions as simply actions that impacted students must take but rather as changes we have to adopt as a University – to the extent reasonable and sustainable.

As members of this committee, you will be responsible for developing an implementation plan and ensuring all activities associated with implementation are carried out. Your initial appointment to the committee is effective immediately and will run through July 31, 2020. To maintain sustained and forward momentum, I recommend that the Committee meet monthly during the academic year. I would like to receive the first update of your progress on August 1, 2018, through your chair, and at the close of each semester thereafter.

I want to also thank Aimée Williams, for her service as the committee chair. In this capacity, Aimée will contact the committee to schedule the first meeting. I am also pleased to announce that SF State has applied for and received over \$100,000 in grant funding from the Chancellor’s Office to support our basic needs initiatives.

Please indicate your decision regarding this appointment by circling the appropriate response below. If accepting, sign below and return to Agnes Barin Valero in SSB 403, no later than close of business on Tuesday, April 10, 2018. If you have any questions, please do not hesitate to contact me by email at luoluo@sfsu.edu . Thank you in advance for your willingness to serve in this critical capacity.

LH/adl

I ACCEPT / DO NOT ACCEPT THIS APPOINTMENT

Name – Printed

Signature

Date