

To: CPP Faculty  
From: Victoria Bhavsar  
Subject: Mid-semester feedback and last call for peer coaching  
Date: Tue, Sep 17, 2024

Dear faculty,

This is my traditional Week 4 reminder to gather early-mid-semester student feedback soon! See if there's anything you should be aware of while there's still time to fix problems, and also get information that those end-of-semester student evals won't provide.

Here are two straightforward ideas for gathering feedback via a [Survey in Canvas](#):

- [Start-stop-continue survey](#)
- **Probe one or two items on your student rating form.** Ask students to do three things: 1) Rate the item, 2) Write a sentence or two explaining why they gave that rating, and 3) Make a suggestion for a change that would improve their rating a notch

Make sure to circle back to students: Summarize the feedback, indicate a couple of changes you'll make, and explain briefly why you won't make others.

Speaking of feedback, here's the last call for the **very** popular [Fall 2024 Faculty Reciprocal Peer Coaching](#). Faculty who have participated in previous semesters unanimously report that it's valuable and enjoyable! Peer coaching is completely non-evaluative, so it's a great way to get feedback as well as cultivate connections with other faculty. We have space for up to 20 STEM and 12 non-STEM faculty. See the [Call for Applications](#); apply by Sept. 22.

Take care,  
Victoria

PS: You probably received an email recently asking you to complete progress reports for any students you have early concerns about so that the [Office of Student Success](#) can reach out to them. Please take a minute to do this! Although you may never hear back, the reporting *really* is useful and important. Even if a student doesn't respond to outreach now, it's a seed planted: They know that someone at CPP is looking out for them.

--

**In this email:**

- [Wall of COOL](#) nominations are open!
- [Canvas Updates](#): Discussions update and Announcements notifications
- [Teaching Nuts & Bolts](#): gAI, "LATTE," and faculty reciprocal peer coaching
- [Teacher-Scholar](#): SSRIC membership; DHHS grant workshop
- [Faculty Career](#): Burnout and equity symposium from NASEM

- [Friends of CAFE](#): Fearless Campus Forum

--

### **[Wall of COOL](#) nominations are open!**

We're inviting self-nominations for the [2025 Wall of COOL](#)! This light-hearted (but not light-weight!) award from CAFE recognizes excellent learning experiences that effectively use technology to enhance student learning and success. For the first time, the 2025 Wall of COOL is open to non-course learning experiences too! [Nominations](#) are due **October 18**.

### **[Canvas Updates](#):**

Are you having trouble getting your students to pay attention to Announcements in Canvas? One possible cause is students' Announcement Notification settings; another is issues with scheduled Announcement release times. See CAFE Canvas Administrator Ann Loomis' [suggested fixes](#).

### **Teaching Nuts & Bolts:**

- **LAST CALL! [Fall 2024 Faculty Reciprocal Peer Coaching](#):** Work in partnership with a colleague for a semester to use new teaching skills and/or hone existing skills – or in other words, “I visit your class, you visit my class, and we have great talks!” Peer coaching is completely non-evaluative. We have space for up to 20 STEM and 12 non-STEM faculty. See the [Call for Applications](#); apply by Sept. 22.
- **“LATTE” Series:** In the “Learning And Teaching Techniques Exchange” Zoom series, we’ll start with 20 minutes on the clock to read a short article or watch/listen to video/audio content, and then discuss. These will not be recorded so plan to come in real time; all are Monday/Tuesday 12 – 1pm on various dates. Topics include: [Free and respectful speech in the classroom](#), [giving useful feedback on student work](#), and [motivation at the end of the semester](#).
- **Generative AI Series:** Join CAFE and faculty experts for Zoom workshops/collegial conversations on learning to use AI in your classes. Topics include: [Prompt engineering](#), [designing courses with AI in mind](#), and [designing assignments with AI in mind](#).

### **Teacher-Scholar:**

- NEW! **[SSRIC membership](#):** Thanks to the College of Letters, Arts, & Social Sciences, CPP is once again a member of the CSU Social Sciences Research & Instruction Center! Explore essential [databases](#) for scholarship, teaching materials, the S4 student conference, and scholarships for faculty professional development. Even if you’re not technically in social sciences, [SSRIC](#) can contribute to your discipline.
- **[DHHS workshop on grants](#): Wednesday Sept. 18, 12:00 – 1:00pm, in person;** Orion Room, Bronco Student Center. The U.S. Dept. of Housing & Human Services presents a faculty workshop on DHHS funding sources, the application process, and tips for writing successful proposals. [Please register](#).

- **[Faculty Mentor Workshop Series](#)**: From University Advising, this 6-part series provides tools, information, and resources to effectively serve as mentors/advisors. Attend at least 4 of 6 sessions to achieve a certificate to include in your CV.

#### Faculty Career:

- NEW! ***NASEM Symposium on Burnout and Gender Equity: Oct. 1 & 2*** (see the [agenda](#); attend as desired), via Zoom. Conversations about burnout are challenging within fields that expect long hours and strong dedication regardless of outside needs and obligations. The National Academy of Sciences, Engineering, & Medicine brings together scholars from a range of disciplines to discuss solutions. [Register to receive the Zoom link](#).
- **“Everybody’s Mentor”**: Lisa Kessler, CAFE faculty associate and retired interim Dean of Agriculture, provides individual, confidential consultation and coaching. Email [Lisa](#) directly to set up an appointment.

#### Friends of CAFE:

- NEW! ***Fearless Campus Forum: Tuesday Oct. 15, 9:00 – 11:00am, in person, Ursa Major in the BSC***. Explore the question, *What does it take to foster a fearless workplace?* The Forum features activities and a panel discussion focused on building trust, innovation, and psychological safety across our campus. [Please register](#).
- **National Student Parent Month Events**: September is National Student Parent month! Support our student parents! If you’re a faculty parent, contact [Julie Shen](#) to join the Parenting Faculty Group.
  - **Wednesday Sept. 18, 1:00 – 3:00pm**, via Zoom: [Parenting Student Ally Training](#).
  - **Thursday Sept. 26, 2:00 – 5:00pm**, University Park: [Family Friendly Campus Resource Carnival](#), with family friendly games, activities, & resources.
- ***ACE Women’s Network SoCal Conference: Friday Oct. 11, 8:30am – 3:00pm, Kellogg West***. “Leading from Within: The Path to Authentic and Visionary Leadership.” Keynote speaker Dr. Dorine Lawrence-Hughes, founder of Brazen Communication, discusses leadership with intentionality and agency. [Learn more and register](#).

--

#### Victoria Bhavsar, Ph.D.

Director, Center for the Advancement of Faculty Excellence

[vbhavsar@cpp.edu](mailto:vbhavsar@cpp.edu) | [www.cpp.edu/cafe](http://www.cpp.edu/cafe) | Chat or call me on [MS Teams](#)

California State Polytechnic University, Pomona

**Get Canvas help from CAFE:** Submit a [Canvas ticket](#), email [Canvas@cpp.edu](mailto:Canvas@cpp.edu), OR call 909-869-3099, M-F 8am – 5pm.