

To: CPP Faculty

From: Victoria Bhavsar

Subject: "Must do, should do, could do" and an early special event announcement

Date: Monday, Oct 24, 2022

Dear faculty,

I got an email that mentioned the "stress and overwhelming feeling of beginning Week 9." Six more weeks plus final exams feels like -- a lot. For both your students and yourself, you might consider if there's something in your class that you *don't really need to do*. Think about a "[must do, should do, could do](#)" diagram. Most faculty like the "could do" area in classes because we have so thoroughly internalized the must-do's and even the should-do's; the could-do's are more exciting.

Without giving up exciting, is there one could-do that you might let go or change somewhat to ease pressure while meeting the same learning goals? For example: Instead of a 2-page assignment, could a 5-minute in-class index card get at the same objective? Could you take out one sub-topic and instead give time in class to work on the problem set? Must they memorize that fifth piece or would it be okay to allow music for the performance? Thoughtfully assessing activities and carefully deciding not to do something does not undermine rigor, it increases functionality.

Here's an early announcement for a limited-spot offering from CAFE: Our first-ever [Winter Institute: Anti-Racist Teaching & Learning 2.0](#), held in person January 10-12 and 17-18, 2023, before classes begin. This event follows on and amplifies the work of the incredible group of faculty that joined our Summer Institute 2022, also focused on anti-racism in the classroom. Join us to learn from speakers including CPP's own Dr. José Aguilar-Hernández, Dr. Michelle DeJohnette, Dr. Cecilia Santiago-González, Dr. Anthony Orlando & Dr. Gerd Welke, and Dr. Sandy Kewanhaptewa-Dixon -- plus very special guest speaker Dr. Luke Wood. In addition, work with each other and on your own. Please see the website, [Winter Institute: Anti-Racist Teaching & Learning 2.0](#), for all the details.

Take care,

Victoria

--

**From Friends of CAFE:**

- [Faculty Advisor Certificate Workshops and Day of the Advisor](#): New and seasoned faculty advisors are invited to attend any or all events! Faculty who attend at least four sessions throughout the year will earn a Faculty Advisor Certificate. Save Friday Nov. 4 for the Day of the Advisor conference.

- **Open Access Week 2022 workshops October 25-27th.** Learn about working with [Open Data](#), finding [Open Educational Resources](#) (OER) and [Open Access publishing in the CSU](#). Graduate students and faculty alike will find new tools of interest. For questions, contact [Ariel Hahn](#), Data Management Librarian.

### Effective, Efficient, and Enjoyable Teaching:

- ***The Fearless Classroom 2.0***: Friday Oct. 28, 10:00am-12:00pm, via Zoom: Follow up to the award-winning "[Fearless Classroom](#)" workshop! Learn more about the research underlying equitable classroom practices that lead to psychological safety, and take your strategies to a deeper level. [Please register](#) for the link.
- ***"Small Teaching Strategies, Important Learning Gains" Series***: Learn practical, research-based strategies that are quickly and easily adoptable. All sessions held via Zoom. [Register for one or attend all!](#)
  - Tuesday Oct. 25, CANCELED; online resources coming: Exam wrappers & revision memos
  - Tuesday Nov. 15, 12:00-1:15pm: Connections, practice, and explanations
  - Thursday Dec. 1, 12:00-1:15pm: Summing up and preparing for finals

### Research, Scholarship, & Career Support:

- ***"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.
- ***The "CAFE Creates" Writing Group: Fall Semester Wednesdays, 9am-11am.*** Contact [Amy Dao](#) or [Erica Morales](#) for more information and to join.

### Technology:

***The End of Blackboard***: Cal Poly Pomona's contract with Blackboard ends June 2023. After that time, **no one will be able to get data from Blackboard**. Faculty will need to "harvest" any materials and information you want to have access to. Neither CAFE nor IT&IP will be able to provide individual support (i.e. we can't do it for you). See our [Transitioning from Blackboard](#) site for more information, tutorials, and sessions.

--

### 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 help from CAFE M-F 8am-5pm: [canvas@cpp.edu](mailto:canvas@cpp.edu) | [CAFE's Studio 6](#) at 909-869-3099