

To: CPP Faculty
From: Victoria Bhavsar
Subject: Gathering mid-semester early student feedback
Date: Thursday, Feb 22, 2024

Dear faculty,

Week 5 or 6 is a good time to systematically check in with students. You can 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 even though we now get comments (by the way, the comments are private – no one but you sees your comments).

Here are two 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

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

You might also ask students how they are personally. Here are questions for a Canvas survey or five minutes in class with index cards:

- How are you personally? 5 = doing great, no worries; 4 = okay, hanging in there; 3 = neutral, could go either way; 2 = pretty stressed; 1 = I am really struggling, needing help
- What, if anything, would you like to tell me about what's happening?
- If you would like me to follow up personally with you, please give your name.

If a student needs followup, DON'T deal with crises yourself. Help them contact appropriate campus resources like the [Care Center](#). And, you can hear directly from our Care Center staff during our [Prevent, De-Escalate, and Respond](#) workshop this Thursday!

Take care,

Victoria

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In this email:

- [Equity in Practice Symposium](#): Call for presentations continues!
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[“Equity in Practice” Symposium: Friday April 19, 2024: Call for presentations open!](#)

CAFE, the Office of Student Success, and IRPA invite faculty and staff to offer presentations and posters describing your work toward student success. Our goal is to illuminate and amplify effective practices and to spread the word about campus resources. Tell everyone about your work! [Presentation proposals](#) are due Friday, March 1, 5pm (requires CPP log-in). Contact [Victoria Bhavsar](#) for questions.

Teacher-Scholar:

- **Individual consultations:** CAFE provides individual, confidential* consultations for all aspects of multi-faceted faculty work. We have two certified Gallup strengths coaches ([April Dawn](#) & [Victoria Bhavsar](#)) and “Everybody’s Mentor” [Lisa Kessler](#). Please reach out directly! (*We are mandated reporters under Title IX.)
- **“CAFE Creates” Weekly Writing: Wednesdays 10:30am – 12:30pm and Thursdays 9:00 – 11:00am.** Join other faculty [via Zoom](#) to write in a low-pressure, high-productivity environment. Step 1: State your goals. Step 2: Sit and write. Step 3: Cheer each other on! For questions or to get a calendar invitation, contact [Amy Dao](#) (Geography).

Faculty Career:

- **Parenting Faculty Group: Meet for lunch on March 14!** This informal community is open to all lecturers and tenure-line faculty who are parents or parents-to-be -- with "parenting" defined expansively. If you consider yourself a parent, you are one! To join, contact [Julie Shen](#).
- **Peer Review of Teaching: Wednesday Feb. 28, 11am-1pm OR Thursday Feb. 29, 11am-1pm** (via Zoom). Cal Poly Pomona's evaluation of faculty teaching relies on careful, constructive peer review. How can peer review be more consistent, more useful, and less time-consuming, while being in alignment with Cal Poly Pomona policy? Based on scholarship in faculty evaluation, this session will offer ideas, rubrics, and instruments to support both peer reviewers and faculty who are reviewed. Workshops will be recorded, but attend in real time to get specific questions answered. [Please register](#).

Teaching Nuts & Bolts:

- **[Prevent, De-Escalate, and Respond: What to Do about Disruptive Student Behavior](#): Thursday Feb. 22, 12-2pm, via Zoom.** Learn to prevent disruptive student behavior and de-escalate when poor behavior does crop up by responding from a culture of care and connecting students with the help they need. Work through real-life case studies and talk about your own experiences with students. Part 1(1 hr): Disruptive Behavior, Prevention & De-Escalation Techniques. Part 2 (1 hr): Respond with a Culture of Care.
- **[De-Escalating Dialogues Workshop](#): March 14, 12:00 – 1:30pm, via Zoom.** Join Michelle Elrod (EODA) and Victoria Bhavsar (CAFE) to get strategies for de-escalating conflicts with students, especially ones that bubble up over email. Discuss course design & policy strategies that head off conflicts with students to begin with. [Please register](#).

- **Fearless Classroom Series:** Learn strategies to provide a class environment that reduces fear and stress for students, so that they can concentrate on learning! Join [Fearless First Fridays](#) via Zoom on March 1, April 12, and May 3 from 9:00 – 10:00am (meeting ID 708 755 2823, passcode 640591) for discussions and resources. Join the [Fearless Classroom Intro Workshop](#) via Zoom on March 15, 10:00am – 12:00pm for an overview of the Fearless Classroom concept.

Friends of CAFE:

- [CPP INVESTS](#) invites faculty to share how you integrate real-world or authentic learning experiences in your courses, including non-STEM disciplines. INVESTS is building a resource database for faculty interested in authentic learning and offers opportunities for further involvement and potential stipends. [Participate in the survey](#) or join the Faculty Learning Group by reaching out to ai@cpp.edu.
- **Scholarship Fest is back!** It's scholarship season and the university is awarding *millions of dollars* to students of all majors. Encourage students to apply at [CPP Scholarships](#).

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