


To: CPP Faculty

From: Victoria Bhavsar

Subject: Student evaluations

Date: Wednesday, Apr 17, 2024

Dear faculty,

We received an  [email from Jeanette Baez](#) (Institutional Research, Planning, and Analytics), on April 4 about student evaluations. There's good information and links in that email. Below, see the email I sent to my Fall 2023 students encouraging them to complete the evaluation (at that time, with dates adjusted for this semester). What I did worked – I had a 92% completion rate in Fall!

Hello everyone,

[Student evaluations](#) are now open and available for you to complete! Please look at the left-hand navigation menu in our Canvas course, or go to MyCPP and log in there. I value your feedback about the class and you have my promise that it will be used.

In fact, your feedback is so valuable that we'll do two things:

1. Although you can do the evaluation survey any time from now to May 5, we will take time during class on May 1 for you to do them.*
2. **If we get a 90% completion rate on the surveys (I can see the completion rate but I cannot see your individual survey), everyone will get to indicate one question of their choice on the final exam that they want to count 1.5 times as much. In other words if you think you did great on a question, that one counts extra. If you didn't do great on the question I won't take off extra, so this is a no-lose situation. But ONLY if we get to 90% completion rate! So, contribute to the cause and to a great class for my next group of students.

*If a course has a synchronous or face to face component, offering class time is required.

**Adjust as reasonable for your course.

Also, here's a recording of our [Nov. 7, 2023 Technology Tuesday session](#) from IRPA, about Student Evaluations.

Take care,

Victoria

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In this email:

- [Faculty Day!](#): Enjoy lunch on CAFE to celebrate being faculty
- [Teaching Nuts & Bolts](#): AI for Teaching & Learning course open
- [Faculty Career](#): Faculty parenting group lunch, Leadership Learning community
- [Friends of CAFE](#): “Principles of community” statement

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[Faculty Day!](#) Thursday May 9, ~11:30am -- ~1pm, Centerpointe Dining Commons

This long-standing celebration of faculty is CAFE’s treat! All CPP faculty -- full-time, part-time, retired, new, and all in between -- are invited to enjoy lunch and time with colleagues for this fully in-person event. Come as you can and leave when you need to. [Please register](#) (it’s helpful for the hardworking folks at Centerpointe to know who’s coming!).

Teaching Nuts & Bolts:

- ***Save students money in selecting books:*** With Fall 2024 course material selections due soon, Suzanne Donnelly of the Bronco Bookstore will hold a series of Zoom office hours to consult about your specific class. See the schedule at CAFE’s [programs & events page](#).
- ***AI for Teaching & Learning:*** From the Chancellor’s Office, summer opportunities for a free, asynchronous, 3-week course on using AI for teaching & learning. [Register asap](#), as these courses fill fast!
- ***Summer courses for improving any class:*** From the Chancellor’s Office, summer opportunities for a variety of free, asynchronous, 3-week courses. More than 270 CPP faculty have taken these courses, with 90% of course completers agreeing that they got information that helped them to create an overall better learning experience for their students. [Choose and register soon](#), as classes fill up.
- ***Call for Multimedia Learning Object projects from CAFE:*** CAFE can work with you to create customized multimedia learning objects to help your students work through knotty concepts! Learn about a [few CPP faculty members’ experiences](#) and [submit a request](#) for an MLO of your own.

Faculty Career:

- ***Parenting Faculty Group Lunch: Tuesday April 30, 11:30am – 1pm.*** [Please register](#). Cindy Pickett, Presidential Associate for Inclusion and Chief Diversity Officer, will discuss forming an “EAG.” This informal, Teams-based community is open to all lecturers and tenure-line faculty who consider themselves parents! To join the Parenting Faculty Teams Group, contact [Julie Shen](#).
- ***Academic Leadership Learning Community:*** Facilitated by Dr. Lisa Kessler, this is for faculty who want to think deeply about the leadership needs of the campus and may be interested in entering the leadership pipeline. [Applications](#) due April 26.
- ***“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:

- **Feedback on the Principles of Community Statement:** The Office of Inclusive Excellence has drafted CPP's Principles of Community statement based on the results of the recent campus survey. The statement establishes the guiding values, norms, and expectations for our campus that will help foster a positive and inclusive environment. [Share your thoughts](#) on the draft by Friday, April 26.
- **Service-Learning Faculty Fellows:** The Center for Community Engagement invites all faculty to apply. CCE Faculty Associate Hyeryung Hwang hosts an info session April 12, 10 – 11am; [register for Zoom info](#). [Applications](#) (requires log-in) are due Friday, April 26.
- **Student Affairs Extended Hours Pilot:** Through May 9, Student Affairs resources will be available on Tuesdays & Thursdays from 5pm to 7pm in the Care Center (Bldg. 97, Campus Marketplace, 1st Floor). Staff members will be present in person to assist students AND faculty or staff. Services include Counseling and Psychological Services, Disability Resource Center, Student Conduct and Integrity, Survivor Advocacy Services, and the Wellness Center.

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Victoria Bhavsar, Ph.D.

Director, Center for the Advancement of Faculty Excellence

vbhavsar@cpp.edu | 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 using this link](#) OR call 909-869-3099, M-F 8am – 5pm.