To: CPP Faculty

From: Victoria Bhavsar

Subject: Useful observation rubric and lots of programs

Date: Wed, Feb 12, 2025

Dear faculty,

You probably got an email on Tuesday Feb. 4 from the Office of Student Success, asking you to complete progress reports for any students you have early concerns about so that the Student Success Early Support Team can reach out to them. Please do this! The deadline is Feb. 23.

Early reporting ***really is*** useful and important. Even if a student doesn't respond to outreach now, or you never hear the outcome, it's a seed planted: students know that someone at CPP is looking out for them -- **you**. You never know which student you might help by taking that moment to report.

Also, here's something I created for our popular Faculty Reciprocal Peer Coaching program, but thought it's useful for everyone! This **research-based** **peer coaching observation rubric** offers 10 "dimensions" of teaching to consider. Don't get overwhelmed, just choose one to think about. I'd be delighted to talk about any of these with individuals or faculty groups.

Take care,

Victoria

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In this email:

- Career & Community: Update your faculty website; save the date for Faculty Day!
- Teaching Nuts & Bolts: "Building Community in the Classroom" workshops
- Teacher-Scholar: "Advancing Inclusive Mentoring" opportunity; Civic engagement & voting rights teacher-scholars
- Friends of CAFE: RSCA Conference

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Career & Community:

- Update your faculty website! Here is an easy-to-follow how-to playlist to update and refresh your faculty website. It uses Plant Science as an example, but this is relevant for any department. Hat tip to CAFE's senior multimedia developer Erick Zelaya for this resource!
- ***For lecturers: Interfolio drop-in office hours via Zoom:*** **Tuesday Feb. 25, 12:00 – 12:50pm and 5:00 – 6:00pm**, at https://cpp.zoom.us/j/89078380735. If you are submitting an evaluation packet and need help navigating the Interfolio system, drop on in!
- ***Save the date!***: **Faculty Day 2025 is Thursday April 17, 11:30am – 1:00pm!** Faculty Day is a long-standing tradition when all CPP faculty -- full-time, part-time, retired, new, and all in between -- are invited to enjoy lunch and time with colleagues. We're thankful to the Pace Setters group for helping to sponsor Faculty Day 2025! More info & rsvp link coming soon.

Teaching Nuts & Bolts:

- ***Building Community in the Classroom*: Fridays March 14 & 21, 9:00am – 4:00pm**. Increase student engagement and foster "Learn By Doing" participation with strategies for decision-making, relationship management, self-awareness, social awareness, and self-management. Presented by Dr. Sharonda Bishop (CBA), Dr. Kristen Conway-Gomez (GEO/ANT), Dr. Andrea Metzer (KHP), and non-profit partner Calibrate©. Funded by SPICE, the first 20 faculty are eligible for a $300 stipend by attending both days. For more information contact Sharonda Bishop.
- ***The Kaltura Delete button returns!*** Faculty can now delete the zillions of old, useless Kaltura videos that so many of us have! The trash can button is located next to the edit button/pencil symbol.
- **Request an Espresso review!** Trained CAFE team members can go through your Canvas course in 2 hours and provide detailed feedback based on the core elements of the QLT Rubric. This review is totally non-evaluative and feedback goes only to you. One faculty member who had an espresso review reported significant improvements in their student evaluations!
- **Offer an outstanding hybrid or remote course: CSU Online Course Services** offers professional development courses that are accepted by most CPP departments as training for offering courses in hybrid or remote formats. Spring sessions are now open: Feb. 24 – March 16 and March 24 – April 20. Choose from *Introduction to Teaching Online Using QLT*, *Advanced QLT Course in Teaching Online*, *Reviewing Courses with the QLT Rubric*, and *AI Tools for Teaching and Learning*. Learn more and register.

Teacher-Scholar:

- ***"Advancing Inclusive Mentoring" (AIM) Program:*** AIM is a "book club" style experience offered via Canvas and Zoom. Over 6 weeks, faculty watch carefully crafted, well-produced videos in 6 modules and have weekly collegial discussions. AIM has robust information and past participants are enthusiastic! Discussions start next week (Feb. 17-21), with Monday and Friday options. Find out more and sign up.
- ***Civic Engagement & Voting Rights Teacher-Scholar Project:*** Led by Clemson University and funded by the Andrew W. Mellon Foundation, this project supports faculty to create educational materials, attend a summer summit, and participate in a yearlong learning community. Participants are paid $3750. Applications due Feb. 21, 2025. See the information and application page.
- ***Digital Humanities Consortium Scicom Toolbox*:** This online learning community created by Denisse Vasquez-Guevara (Communication) offers research-based science communication tools for public engagement with non-expert audiences from diverse cultures and backgrounds. 20 spots are available for the self-guided, 2-month workshop and YouTube channel. Please apply!

Friends of CAFE:

- ***RSCA Conference*: Saturday, March 1, 2025.** Undergraduate and graduate students from every discipline showcase their original research, scholarly projects, or creative works. Put it on your calendar to go be inspired by our amazing CPP students!

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