To: CPP Faculty
From: Victoria Bhavsar
Subject: Summer writing; CAFE Exec Director search
Date: Mon, May 19, 2025

Dear faculty,

Happy Commencement! I hope everyone had a beautiful weekend celebrating students' achievements, the results of the years of care and investment that you make in them and we all make in each other.

After brushing confetti off the regalia, it's time for summer writing. Here's a wonderful book, *Air and Light and Time and Space* (Sword, 2017; link to online CPP Library asset). Sometimes the academic writing advice gets a little rigid ("Write 30 minutes a day no matter what! Use Pomodoros!"), and this scholarly book based on interviews with many successful writers reminds us that we get to choose our own paths.

CAFE is open and available all summer. For Canvas help, submit a Canvas ticket, email canvas@cpp.edu, or call 909-869-3099, M-F 8am – 5pm. For other things, you can request a consultation, or just email.

Finally, here's a reminder of the search for CAFE's Executive Director. If you can, please tune into any or all of the open Zoom sessions this week; links in the CAFE Executive Director page (also see the email from Faculty Affairs on 5/13).

- Monday, May 19, 2025, 9:30-10:15 a.m.
- Tuesday, May 20, 2025, 9:45-10:30 a.m.
- Wednesday, May 21, 2025, 10:45-11:30 a.m.

Take care,

Victoria

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In this email:

- Teaching Nuts & Bolts: Critical update to accessibility requirements for instructional materials
- Career & Community: OneTeam award nominations
- Teacher-Scholar: Area F Summer Learning Community (paid opportunity)
- Generative AI: Lots of recorded sessions; Academic Innovation summer conference
- Friends of CAFE: College Corps Fellowships

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Canvas Tips:

- Canvas and BroncoDirect do not "talk" to each other for final grades. **We must enter final grades in BroncoDirect itself, not just Canvas.** Check these how-to resources for entering grades in BroncoDirect: Short video version and pdf version (both require CPP login).

Teaching Nuts & Bolts:

- Our academic freedom to choose our instructional materials comes with responsibility to ensure they're accessible for students with disabilities, including our course documents, presentations, files, etc., in Canvas. In ***April 2026***, enforcement of federal accessibility requirements via Title II of the Americans with Disabilities Act will get much stronger, with implications that could touch faculty personally. CAFE will offer resources and help over Summer & Fall 2025, and early Spring 2026. For now, LinkedIn Learning (sign in with MyCPP) provides excellent short how-to videos for Word and Powerpoint.

Career & Community:

- ***Nominate your team for the OneTeam Award:*** Faculty and staff cross-departmental and cross-divisional teams make student success a reality. Nominate your team by **Friday, June 13**. Nominations will be evaluated on their impact on the campus community and how closely their projects and initiatives align with one or more of the university's core values. Submit application, learn about the selection process, and see past winners on the One Team website. For questions, contact Frank Lee.

Teacher-Scholar:

- ***Student Success in Area F/6***: Summer Faculty Learning Community supported by OIES. Spend one intensive week July 14-18 for readings, group discussions, peer review teaching materials, and guest lectures. Finish up with a proposal for interventions to be presented at the Fall Conference. This is a stipended opportunity. Applications due May 22. Contact Brianne Dávila with questions.

Generative AI:

- ***Office of Academic Innovation 2025 Faculty and Staff Summer Conference:*** **June 4-5, 8:30am – 4:00pm, in person**. Explore how AI is shaping the future of higher education and work. The event will feature keynotes, panel discussions, and interactive workshops led by experts in education and workforce development. Registration is free for Cal Poly Pomona faculty and staff. Get a promo code and register today!
- ***CAFE's Spring gAI Series:*** Recordings and materials from CAFE's Spring 2025 series
- ***AI Across the CSU: Innovations and Insights Series:*** Recordings and materials from the CSU's Spring 2025 series
- ***Chancellor's Office Online Course Services Summer Sessions:*** **Fully asynchronous.** Three sessions to choose from between late May and mid-August. CSU Online Course Services offers professional development courses, including *AI Tools for Teaching and Learning*. Learn more and register.

Friends of CAFE:

- ***College Corps Fellowship:*** **Inform your students.**College Corps is a great way to give back to the local community while gaining hands-on experience and reducing student debt. Students who serve for a year in K-12 education, climate action, or food security, can earn up to $10,000. The priority application deadline is **June 1**. Please reach out to College Corps staff for more information.

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California State Polytechnic University, Pomona

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