

To: CPP Faculty

From: Marisela R. Chávez

Subject: Welcome to the Fall Semester and Some Resources for a Great Start!

Date: Tue, Aug 19, 2025

Dear new colleagues,

As the new Executive Director of the Center for the Advancement of Faculty Excellence (CAFE), it gives me great pleasure to welcome you to the fall semester. I am very excited to get to know you and I look forward to collaborating with you and supporting your professional growth.

I joined Cal Poly Pomona in mid-July after many, many years at Cal State Dominguez Hills where I started out as an assistant professor of Chicana and Chicano Studies and eventually earned promotion to full professor. At Dominguez Hills, I also served as chair of my department and as Director of the Faculty Development Center.

I have received such a warm welcome here at CPP, for which I'm truly appreciative. Last week, with the crucial support of the CAFE team, I had the pleasure of welcoming new tenure-track faculty in New Faculty Orientation, through which I also learned so much about the campus and its vast resources.

This year, I plan to continue listening and learning about how CAFE and its wonderful team can continue to support you in teaching and learning, scholarship and creative activities, and in the other aspects of faculty life. I look forward to continuing CAFE's signature programs and essential support with Canvas, instructional design, and multimedia development. I also want to learn about how CAFE can provide new types of support.

Please see below for important updates and information for Fall 2025:

- Accessibility Challenge 2026 and CAFE programming to support you
- CAFE Schedule
- Publish your Canvas course for student access
- Teaching Tools
- Some first day of class ideas

Please don't hesitate to contact me with questions.

All the best,

Marisela

Accessibility Challenge 2026

Beginning April 24, 2026, [changes to the Americans with Disabilities Act \(ADA\) Title II regulations](#) will significantly strengthen enforcement, affecting all digital instructional

materials at Cal Poly Pomona. See our [Working with Accessibility page](#) for more information.

- Check out our [Events Page](#) for various accessibility workshops, including an introduction to new programs like UDOIT and TidyUP.
- Keep an eye out for the forthcoming Fix-it Fridays, from September through November, hosted in colleges and/or departments. Bring your laptop and documents you'd like to make more accessible.

CAFE's Schedule

CAFE is here to help you launch a successful semester!

- CAFE hours: Monday–Friday, 8am–5pm
- Studio 6 phone: 909-869-3099
- [CAFE Team List](#)
- If you'd like to meet in person, please make an appointment.

Canvas help: Email canvas@cpp.edu, call the number above, or submit a [Canvas Request Form](#).

Publish Your Canvas Course

Students won't be able to access materials if your course isn't published. Make sure to:

- [Publish](#) all Modules
- Double-check individual items within Modules
- Use [Student View](#) to confirm everything is visible as intended
- Utilize [Namecoach](#) in Canvas to record your name, add phonetic spelling, and preferred pronouns. You can encourage your students to do the same!

Teaching Tools

- [CAFE Resources for Course Design](#) includes an inclusive syllabus checklist and student resources for your syllabus or Canvas course
- For some ideas about AI policies for your syllabus, check out the [Faculty Samples](#) on CAFE's Navigating AI in the Classroom site.
- [Classroom Help Page](#): Explore the classroom help site developed by IT&IP—it contains how-to videos, quickguides, technology descriptions, and adapter photos to support in-class technology setup.

Some First Day of Class Ideas

- See this [article from Inside Higher Ed](#) that has different ideas such as creative ways to introduce yourself to students, creating a syllabus assignment, setting classroom expectations, and more.

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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.