

## Chris Joiner

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**From:** Tony Holland  
**Sent:** Thursday, April 25, 2013 10:30 AM  
**To:** Bill Sellers; Kathy Buntin; Leslie Reeder; A. P. Hoffman; Chris Joiner; David Cobb; Lisa Sanders; Robert Speed; Rosemary Hunter; Tara Estes; Gwyn Galloway; Jackie Spivey; William Arwood; Delmar Smith; John Waters; Lori Logan; Quincey Banks  
**Cc:** Holly Byrd; Tomi Sherlock  
**Subject:** Required reading..  
**Attachments:** UC Berkeley Effective Teaching.docx

The attached article from the Univ of California Berkeley (*sent by Ms. Claudia Bryan*) is to be read and then forwarded to all faculty in your area. Be sure to mention areas you know are pertinent to your division's issues or challenges. **Although all items in the article may not apply to all instructors, at least some of it applies to all.** You will notice that most of what is mentioned has been covered in our professional development training over the past year. Dr. Joiner will also post this in the 'professional development folder' for later reference by new faculty as needed. To add accountability to this process, **have your faculty email you their comments** (*short and sweet*) once they have read it. I know this is a busy time of the year, so make sure you are keeping a list of those who have responded.

**By the first of the summer term you should have emailed your coordinator with verification that each of your instructors (including part-time) have read and commented on the article.** You may want to keep a list of those past posted articles you deem as pertinent to your individual areas for future required readings of new faculty or adjunct (*contact Dr. Joiner for assistance in locating these, if needed*). Since you are responsible for the training and effectiveness of faculty in your respective divisions, this will provide a much needed asset, especially for adjunct instructors. Another method would be print these articles and organize them in a notebook for future reference by newly hired faculty.

**As always, thank you so much for the leadership you provide to your faculty!!**

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