

## LEVEL UP!

A course reflection activity to address inclusion and belonging opportunities

This reflection activity is designed to be undertaken in conjunction with a learning designer to analyze your course and identify opportunities for making continual improvements. The goal is to help you communicate to students that they belong and that their experiences are valued. More broadly, we want to create courses that are representative of a diverse learning community.

Work with a learning designer to:

1. Review your course
2. Identify a top opportunity (an entire course area or a specific element within an area)
3. Create an action plan (consult the following resource as needed: **15 Ways to Get Started with Diversity, Equity, Inclusion, and Belonging:** <https://bit.ly/deibpsu>)

Remember that the goal is not perfection, but to aim for continual improvement! Make an initial plan with your learning designer and a schedule to revisit this activity.

Course Component	Step 1: Strengths	Step 2: Opportunities
<b>Syllabus</b> <ul style="list-style-type: none"><li>▪ Include inviting language and tone</li><li>▪ Highlight an inclusive teaching statement</li><li>▪ Relate course content to lives/careers of students</li><li>▪ Provide clear and explicit guidelines to students</li><li>▪ Present intervention resources with growth-mindset language</li><li>▪ Include a low-stakes quiz/activity</li></ul>		
<b>Communication (announcements, videos, student meetings)</b> <ul style="list-style-type: none"><li>▪ Foster cultural respect and awareness (preferred student pronoun use, holidays/religion, greetings (“hi, everyone”), language and tone, humor, etc.)</li><li>▪ Define terms used, like “office hours”</li><li>▪ Where appropriate, include microaffirmations</li><li>▪ Encourage a feedback loop where student ideas, questions, and concerns are heard</li><li>▪ Offer flexibility of meeting times/places</li></ul>		

Course Component	Step 1: Strengths	Step 2: Opportunities
<b>Learning Resources (readings, media, graphics)</b> <ul style="list-style-type: none"> <li>▪ Include diverse perspectives and underrepresented voices, and avoid stereotypes</li> <li>▪ Incorporate the use of Open Educational Resources</li> <li>▪ Use diverse examples, images, scenarios</li> <li>▪ Ensure accessibility to all learners</li> </ul>		
<b>Course Content (topics, instructor commentary, lectures)</b> <ul style="list-style-type: none"> <li>▪ Include diverse perspectives</li> <li>▪ Use diverse examples, characters, scenarios</li> <li>▪ Employ relevance/build on lived experience</li> <li>▪ Avoid stereotypes and foster cultural respect</li> <li>▪ Invite mid-term and end-of-course reflection and feedback</li> </ul>		
<b>Assignments and Assessments</b> <ul style="list-style-type: none"> <li>▪ Articulate the purpose of assignments</li> <li>▪ Share examples of quality submissions with students</li> <li>▪ Value persistence and growth mindset</li> <li>▪ Provide students with agency (choice, flexibility)</li> <li>▪ Be transparent: “I’m here to help you succeed.”</li> <li>▪ Include formative assessments/exit slips for student learning and quality of teaching</li> <li>▪ Employ post-task analysis to prompt student reflection, future adjustments for improvement</li> </ul>		

### Step 3:

Identify your top opportunity and plan for incorporating it into your course.

Top Opportunity	Action Plan