Course Equity Audits

A Quick Way to Find Easy Equity Fixes in Your Course

References

The Course Equity Audit Checklist is a combination of the following resources:

- Peralta Equity Rubric
  - Describing the Peralta Equity Rubric
- Universal Design for Learning (UDL) Principles
- OEI Course Design Rubric - Section D
  - OEI Course Design Resources

Checkpoint #1: Course Welcome

Main Question: Do you welcome students into your course and provide them with everything they need up front to be successful in your course?
- ❏ Yes
- ❏ No

Items to Check:

- ❏ Welcome Message
- ❏ Getting Started Module
    - ❏ Tech Access & Support
    - ❏ Grading & Comm Policies
    - ❏ Student Services
- ❏ Welcome Video
- ❏ Syllabus
- ❏ First Week Guidance

Things to Look For:

- ❏ Great First Impression
- ❏ Humanizing Language and Presence
- ❏ Clear Guidance for How to Start
- ❏ Clear Guidance for Help & Contact

To Do:

Checkpoint #2: Activities

Main Question: Do the activities in your course employ UDL principles and demonstrate the value of diversity and inclusion?

- ❏ Yes
- ❏ No

Items to Check:

- ❏ Assessment Prompts
- ❏ Assessment Instructions

Things to Look For:

- ❏ Opportunities for students to include themselves in their coursework
- ❏ UDL: Vary demands and resources to optimize challenge
- ❏ UDL: Use multiple tools for construction and composition
- ❏ UDL : Optimize individual choice and autonomy

To Do:

Checkpoint #3: Content

Main Question: Does your course content reflect broad diversity and draw connections between students' lives, their futures, and course content?

❏ Yes
❏ No

Items to Check:

❏ Textbook/Course Readings
  ❏ Authors and Sources
❏ Content Pages
❏ Additional Media - Videos, articles, audio recordings
  ❏ Perspectives Represented

Things to Look For:

❏ Images, authors and sources that reflect the diversity of Cañada students
❏ Content that draws connections to students' lives and futures and invites students to do the same

To Do:

Checkpoint #4: Interaction

Main Question: Does your course include regular substantive interaction that fosters connection and belonging?
- ❏ Yes
- ❏ No

Items to Check:

- ❏ Communication Page
    - ❏ Office Hours
    - ❏ How to Contact Instructor
    - ❏ How Instructor will contact students
- ❏ Discussions
- ❏ Group Work
- ❏ Q&A Forum
- ❏ Chat

Things to Look For:

- ❏ Contact information is clear and easy to find
- ❏ Opportunities for interaction are regularly available throughout the semester

To Do:

Checkpoint #5: Accessibility

Main Question: Does your course meet accessibility standards?
- ❏ Yes
- ❏ No

Items to Check:

- ❏ Canvas Pages
- ❏ Assessment Instructions
- ❏ Videos
- ❏ External Files
- ❏ Accessibility Checkers
  - ❏ Canvas
  - ❏ Word
  - ❏ PowerPoint
  - ❏ PDF
  - ❏ UDOIT
- ❏ Link Validator

Things to Look For:

- ❏ Pages and files should have no errors when accessibility checkers run
- ❏ Video should have correct captions, not auto-captions
- ❏ Link validator should return no broken links

To Do:

Top 3 To-Dos:

Choose 3 of the To-Dos that you've identified in your audit that you'll address now.

Resources

Checkpoint #1

- [Welcome Packet Infographic](#)
- [Cañada Getting Started Module template](#)
- [Creating an Accessible Syllabus Faculty Repository Module](#)
- [Humanizing Research & Resources](#)

Checkpoint #2

- [Equity Unbound Community Building Activities](#)
- [CAST UDL Principles](#)
- [UDL Examples in Higher Ed](#)

Checkpoint #3

- [@One Free & Diverse Image Library List](#)
- [Contact our Library for help with finding alternative sources](#)

Checkpoint #4

- [Pronto Guide](#)
- [Template Contact Page](#)
- [QOTL Syllabus Contact Page Example](#)

Checkpoint #5

- [Digital Accessibility Basics Guide](#)
- [Learn more about UDOIT](#)