## What goal is your first priority?

**Dimension 4 (Be Community Focused): I want to make sure that quiet students aren't being ignored or overlooked in the classroom, since it's much easier for me to understand and see the extroverted or chatty students.**

**What is the action you want to pursue to accomplish this goal?**

I want to set up automated emails through the Intelligent Agent in D2L that reach out to students in a personalized way every 2 weeks or so during the course.

**Why do you believe that this action will help you accomplish your goal? (Here, you can reference a reading, provide a link, or simply describe how this action is based in research on equity practices.)**

As suggested in Applying Equity Matrix (AEMy), a practice that improves accessibility via Instructor-Student Interactions is "Develop policies and communication protocols that will allow students who are unable to engage with the course for days at a time to successfully complete assignments."

By setting up automated emails at the beginning of the semester, I can reach out to the students one-by-one. I can ask about how things are going, if they have questions or concerns, or if they would like to meet with me regarding the course (or other things). These automated emails will help open the door to conversations with students who otherwise might hide in the back of the room (or avoid attending zoom meetings).

Further, my goal of using rubrics for assignments also aligns with this suggested AEMy practice.

## To-Dos, Dates, and Challenges

**What are the concrete steps and dates for your action? NOTE: you have 10 lines for this exercise, so keep that in mind as you list out your steps and dates.**

* Watch a video (or more than one) on using Intelligent Agents (Summer 2022)
* Realistically I will also need to talk to an Instructional Designer about how to best use the IAs (Summer 2022)
* Practice using the IAs with my research students (probably) (Summer 2022)
* Set up a first-week email for the class well in advance of the course beginning! (Fall 2022 or Jan 2023)
* Write additional IA emails for topics/dates later in the course, ideally before the semester starts (Jan 2023)
* Respond in a timely way to students with concerns & questions (ongoing)

**Potential Challenges or Unanswered Questions**

* How do I make the automated emails not the same every time they go out? Do I have to compose multiple emails at the beginning?
* How do I encourage students to get back to me if they need to, but A) not overwhelm my time and B) not allow students to continue to hide?
* How do I make sure the emails (set up ahead of time) go out at reasonable & logical times of the semester?

**Resources to help you**

* I will consult with YouTube, which has great D2L resources
* I'll also consult with an Instructional Designer on how to implement the IA in my course
* I will live and learn

## Evaluating Effectiveness

**What resources are available to you to quantitatively measure the effectiveness of your action plan for students?**

I will be able to measure grades & performance of students in the class(es), but that does have a lot of complexity, since...

1. we are transitioning to all-in-person off of zoom for the first time in years
2. I will be parenting my first child and so everything will be chaos

**What additional ways will you determine the effectiveness of your action plan for students?**

* Student feedback in the form of course evaluations
* Anecdotal data from student interactions & emails
* My feelings of connectedness with the class
* **What else??**

Equity is about outcomes – so maybe more personal or interrelational examples. Engagement by students …but is there a way to quantify this? D2L usage as before/after…or?

Resillience rate, completion rate, DFWs, etc. Any trends?

What made me believe this is a good area to work on? 🡪 create categories of comparison based on this reflection

**What about you? Is this plan something you can sustain? How will you determine if you need to make adjustments to help you avoid things like burnout or work overload? What efficiencies can be built in? What would be your sign that you need to stop this action?**

I want to build this in to the D2L site so it is automated and does not require my ongoing attention (over D2L) during the semester

A sign I would need to stop would be that my emails are building up and I cannot respond to student needs in a timely way…although that’s a larger issue than just using IAs!

## Prioritize Your Goals

**High Priority**

* Dimension 4 (Be Community Focused): I want to make sure that quiet students aren't being ignored or overlooked in the classroom, since it's much easier for me to understand and see the extroverted or chatty students.
* This goal doesn't have a dimension, but I want to be choosing practices for my courses that don't increase my personal emotional & time requirements.

**Medium Priority**

* Dimension 2 (Be Relational): I want to teach and encourage students to take charge of their own learning in the classroom through the use of assignment wrappers.
* Dimension 1 (Be Intrusive): I want to focus on transparency in grading, with an emphasis on using rubrics (which should also hopefully help me be less overwhelmed and slow in grading).