Instructor:
Candi Castleberry-Singleton, Adjunct Professor
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(510) 772-7871

Course dates: May 22 - June 26, 2016
Course hours: Mondays, 6:00pm - 8:50pm
Office hours: Mondays, 5:00pm - 6:00pm (by request)

Course Description:

This course introduces students to diversity management in today’s workplace. The course will provide a brief history of U.S. corporations’ journey from affirmative action to diversity management, with specific emphasis on today’s efforts of integrating the concepts of dignity, respect, and inclusion into individual interactions and core business practices. Specific topics to be covered include:

- Understanding our filters and how they influence our view of ourselves and others; responding in a culturally-appropriate manner and working through differences together;
- Barriers to and strategies for building effective collaboration on cross-functional, multi-generational, and multicultural teams;
- Creating internal practices and policies to engage a diverse workforce, customers, and community.
- Discussions on current local and national headlines related to diversity and inclusion.

Through lectures, assigned readings and videos, class discussions, and WebEx, students will explore the new generation of diversity management. Guest lecturer(s) ill introduce students to current diversity challenges and strategies. Students will learn to discuss and critique diversity management for relevance in today's workplace and marketplace.

Course Objectives:

- Introduce tools to enable collaboration across differences.
- Summarize understanding of U.S. Diversity Management and the Diversity Continuum: From affirmative action, diversity and inclusion, to integrated inclusion.
- Distinguish “Bolted-on from Built-in” diversity strategies.
- Explore attitudes and perceptions about diversity and the impact on current diversity and inclusion challenges in the workplace and society.
- Develop diversity and inclusion recommendations in an increasingly diverse and forward-thinking workplace and community.
Learning Environment:
Classes cover a range of topics related to diversity and inclusion in the workplace and community. Students are expected to participate by sharing their relevant experiences, and by offering constructive approaches to addressing today’s challenges.

Class Structure:
Sessions will focus on the main ideas of the required assignments. PowerPoint slides will be used to focus discussions and enhance note taking. Guest lecturers will offer perspectives to complement the assignments. Students are expected to participate in all discussions.

Grading:
- Paper #1 - 20%
- Group Project - 25%
- Class participation - 15%
- Group Project - 30%
- Group Participation Feedback - 10%

Course Schedule:
May 22, 2017

Session Objective(s):
- Introduce tools to enable collaboration across differences
  
  Method(s):
  — Intro to 7 Pillars of Dignity & Respect PowerPoint Presentation

Assignment(s):

A Call for Civility
https://www.youtube.com/watch?v=bXOObdcUmNU
May 29, 2017 (no class)

Session Objective(s):

- Explore attitudes and perceptions about diversity and the impact on current diversity and inclusion challenges in the workplace and society.

Assignment(s):

Watch Brown Eyes, Blue Eyes videos
http://www.pbs.org/wgbh/pages/frontline/shows/divided/etc/view.html

A Study On The Changing Racial Makeup Of ‘The Next America’
http://www.huffingtonpost.com/2014/04/13/changing-racial-makeup-_n_5142462.html

How does gender affect the workplace?
https://www.youtube.com/watch?v=2XbeJotW16E

What stands in the way of women being equal to men? BBC News
https://www.youtube.com/watch?v=ayj9EVc2ZLI

Four generations in the workplace. What's that like?
https://www.youtube.com/watch?v=Dg99LxpLKhU

"Generational gap?" at Lansing Regional Chamber Business Education Series: Social Media Panel
By Glow Social Media
https://www.youtube.com/watch?v=gVeJ7t5q0a0

Implicit Association Test – Race, Gender, Age
Self-test your unconscious levels of prejudice
Take a Demo Test - IAT Home - Project Implicit® implicit.harvard.edu
https://implicit.harvard.edu/implicit/selectatest.html
June 5, 2017

Paper #1 due June 9, 2017 (email before 5pm): See page 6

Session Objective(s):
- Introduce tools to enable collaboration across differences
- Distinguish “Bolted-on from Built-in” diversity strategies.
- Explore attitudes and perceptions about diversity and the impact on current diversity and inclusion challenges in the workplace and society. (Race, Gender, Age)
- Group Project Assignments

Method(s):
- 7 Pillars of Dignity & Respect PowerPoint presentation
- From Affirmation Action, Diversity and Inclusion, to Integrated Inclusion discussion
- Bolted-on vs Built in Strategies presentation
- Introduction to “attitudes and perceptions about diversity” and the impact on current diversity and inclusion challenges in the workplace and society

Assignment(s): Paper #1 due June 9, 2016 (email before 5pm) See page 6.

Bringing business together to promote disability in the workplace
By International Labour Organization
https://www.youtube.com/watch?v=rOFMrTO8p7E

Pa. legislature introduces statewide LGBT nondiscrimination bills
By Bryan Buttler

Ending Discrimination in PA
By Equality PA
http://equalitypa.org/what-we-do/ending-discrimination/

Workplace Faith - Synergy and Conflict
By Markkula Center for Applied Ethics at Santa Clara University
https://www.youtube.com/watch?v=Qvm8XLBK-RE

Believenet.com
Complete the Quiz at:
http://www.beliefnet.com/Entertainment/Quizzes/BeliefOMatic.aspx?QID=55921d14-0ea4-40f6-9e42-13c3f5cd2e93

Implicit Association Test – Disabilities, Sexuality, Religion
Self-test your unconscious levels of prejudice
Take a Demo Test - IAT Home - Project Implicit® implicit.harvard.edu
https://implicit.harvard.edu/implicit/selectatext.html
Objective(s):
• Explore attitudes and perceptions about diversity and the impact on current diversity and inclusion challenges in the workplace and society.

Method(s):
— Attitudes and perceptions Guest Panel / Group Discussion
— Current Event(s) in the News
— Diversity Strategies PowerPoint presentation

Assignment(s):
• **Attitudes and Perceptions Group Preparation** (see page 7) email June 19 by 9:00am

June 19, 2017

Objective(s):
• Explore attitudes and perceptions about diversity and the impact on current diversity and inclusion challenges in the workplace and society.

Method(s):
— Current Event(s) in the News
— **Attitudes and Perceptions** Group Assignment Presentations

Assignment(s):
• **Group Consultant Preparation** (see page 8) email June 25 by 9:00am

June 26, 2017

Objective(s):
• Develop diversity and inclusion recommendations in an increasingly diverse and forward-thinking workplace and society.

Method(s):
— **Group Consultant** Presentations
— Group Assessment
Paper #1 due June 9 (email by 5pm):
Topic: An Introduction to Diversity Management in U.S. Corporations

Objective(s):

- Summarize understanding of U.S. Diversity Management and the Diversity Continuum: From affirmative action, diversity and inclusion, to integrated inclusion.
- Distinguish “Bolted-on from Built-in” diversity strategies.

After class discussion on June 5 and reading, “From Bolted-on to Built-in”, write a 2-3 page paper addressing the following questions (answer all questions below). Your paper must be 2-3 pages typed with pages numbered, double spaced, completed with cover page and citation page as necessary. The body of this paper should be formatted with the question clearly written first then the answer thoughtfully written out – this paper should NOT be written with the answers flowing together like a traditional paper. Please note late submission of paper will result in automatic ½ grade reduction.

<table>
<thead>
<tr>
<th>Questions:</th>
<th>Key points / Feedback:</th>
</tr>
</thead>
<tbody>
<tr>
<td>What were your perceptions of diversity and the role of the diversity</td>
<td></td>
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<tr>
<td>practitioners before this class?</td>
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<tr>
<td>How have your perceptions changed, if at all?</td>
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<td>Describe your understanding of</td>
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<tr>
<td>1) Affirmative action</td>
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<td>2) Diversity and inclusion</td>
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<td>3) Integrated inclusion</td>
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<tr>
<td>What are your reactions to the approaches “integrate, communicate, and</td>
<td></td>
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<tr>
<td>relate” discussed in the reading?</td>
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<tr>
<td>How are “Bolted-on and Built-in” strategies different?</td>
<td></td>
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Attitudes and Perceptions Group Project #1 (Email by 9:00am on June 19)

Objective(s):

- Explore attitudes and perceptions about diversity and the impact on current diversity and inclusion challenges in the workplace and society.
- After completing discussions, articles, and videos on diversity in the workplace and society, prepare a group response in PowerPoint.

<table>
<thead>
<tr>
<th>Questions:</th>
<th>Key points / Feedback:</th>
</tr>
</thead>
<tbody>
<tr>
<td>In what ways are the challenges of today different than those of the past (race, gender, generations, disabilities, LGBTQIA and faith)?</td>
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<td>What is your recommended approach to ensure the demographic groups you selected feel included in today’s workplace and society?</td>
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<td>What have you learned about your attitudes toward diversity and inclusion?</td>
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Group Meeting Requirements:

- Approximately 3 hours of group collaboration time outside of class (note: 3 hours is the required minimum, more time will most likely be needed)
- Each student will complete an assessment evaluating participation of other group members

Group Response Presentation Requirements:

- Each group must present for 10 minutes, with a 10 minute question and answer period
- As a group, you will decide who will present each topic/section (note: everyone should present)
- PowerPoint is required and other creative means, handouts, etc. are welcome.
Group Consultant Project #2 (Email by 9:00am on June 26)

Objective(s):
- Develop diversity and inclusion recommendations in an increasingly diverse and forward-thinking workplace and society.

As a group,
- Identify a corporation or non-profit that has been in business for at least 20 years
- Address the following topics:
  - Products and services offered over the 20 years
  - Present current challenges and suggested opportunities for
    - 3 demographic groups (from coursework)
    - Select 3 areas of the business (built-in strategies areas)

Group Meeting Requirements:
- Approximately 3 hours of group collaboration time outside of class (note: 3 hours is the required minimum, more time will most likely be needed)
- Each student will complete an assessment evaluating participation of other group members

Group Consultant Presentation Requirements:
- Each group must present for 30 minutes, with a 10 minute question and answer period
- As a group, you will decide who will present each topic/section (note: everyone should present)
- PowerPoint is required and other creative means, handouts, etc. are welcome.
Group Participation Feedback

Your Name:

Name of Group:

For the group project, please assess the following:

1. How well did your group work together?
   Poorly____   Adequately ____   Satisfactorily ____   Pretty Well ____

2. How evenly was the work distributed?
   ____ Poorly (1 or 2 people did all of the work)
   ____ Satisfactorily (most of the people did an equal share)
   ____ Evenly (everyone did his/her fair share)

3. Imagine that you have 100 points to distribute among the group members to grade their contributions to the group project. How many points would you give to each member listed below (include yourself)? Please include an explanation of why you would divide the points this way.

   __________,'____   __________,'____
   __________,'____   __________,'____

   Explanation for point distribution:

4. What were the strengths of your contribution?