

St. Joseph's College, New York
School of Professional Studies
Summer 2021

Course and Section: GS 260 Diversity and Sensitivity in the Workplace
Course Meeting Dates: May 24, 2021 through July 21, 2021 (online)
Instructor: Sherley Beausoleil, MBA
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Course Description:

This course is designed to explore the various unique differences among individuals and groups in our society and in the workplace; so that we will become culturally aware and respectful of these human differences. The students will learn how to identify personal prejudice and misinformation, enhance individual ability to effect change on the personal, interpersonal and cultural level and develop analytical and problem-solving skills to understand and to deal constructively with problems that arise from cultural diversity or other types of differences.

Student success and learning will be assessed through discussions, group exercises, exams, case studies, and other means.

Course Objectives:

1. To provide an overview of the dynamics of diversity
2. To provide a framework and engage in genuine dialogue about systemic oppression and privilege
3. Create an awareness and understanding of personal and institutional oppression and how we as individuals perpetuate it
4. To analyze frequently encountered workplace challenges and dilemmas centering around diversity
5. To summarize proactive measures/initiatives that managers can readily put into place

Required Reading:

Sonnenschein, William, **The Diversity Toolkit, Contemporary Books: 1999 ISBN 0809228424 / 9780809228423**

Main description: The diverse workforce is not only the future; it is here and now. And, with the help of *The Diversity Toolkit*, managers of all levels can learn easily to adapt and be sensitive to the new workforce realities. The "diversity toolkit" features easy-to-use tips for improving communications skills, practical guidance for perfecting team relationships, and helpful suggestions for attaining leadership skills. This practical guide will ensure that readers will achieve tangible results effectively and efficiently.

William Sonnenschein, Ph.D., is a lecturer at Haas School of Business at Berkley, California. He has conducted diversity and communication skills training programs for Visa, Hewlett-Packard, Chevron, and various government and nonprofit organizations.

Criteria for Grading:

Discussion Boards	20%
Assignments	25%
Quiz	25%
Final Paper	30%
Total	100%

Student Requirements and Expectations

Weekly Discussion Boards: Throughout this course students will be required to interact with each other through weekly discussion boards centered on a variety of diversity, inclusion, bias, and leadership related topics. Since we will be tackling sensitive and hot button issues where personal experiences might be divulged, I am asking that none of the information contained within this online course be shared on external social media sites, via a snapshot and/or other photographic means. **IMPORTANT NOTE:** Discussion boards will be available for comment Monday through Sunday of each week. To receive full credit for each discussion board, initial responses must be posted by Wednesday night.

Assignments: In addition to weekly discussion boards, there will be short assignments to ensure you are able to immediately apply what we've covered. The assignments will range from responses to workplace scenarios, one-page papers, etc. **IMPORTANT NOTE:** Assignments will be available Monday through Sunday of each week as well.

Communication: If at any point over the next eight weeks you have any questions, are having difficulties grasping something, are falling behind because of life, etc..., please reach out to me as soon as possible. I cannot effectively try to assist you if I don't know there's an issue.

Course Outline:

Week 1	Course Overview, Defining Diversity, and Issues with Diversity
Week 2	Diversity Challenges
Week 3	Looking Inward vs. Looking Outward
Week 4	Effective Communication Across Culture
Week 5	Midterm Quiz
Week 6	Managing Conflict

Week 7 Leading Change- Create a Culture of Inclusion

Week 8 Final Paper

Plagiarism and Other Forms of Academic Dishonesty: The College expects students to observe academic integrity in all aspects of their academic life, including the conduct of their examinations, assignments, and research. All members of the College community share the responsibility for creating a climate of academic integrity, based on fairness to others and respect for oneself. Violations of academic integrity are treated very seriously. Plagiarism (the act of copying, stealing, or representing the ideas or words of another as one's own without giving credit to the source), cheating on examinations, and all forms of academic dishonesty are forbidden. Students found guilty of such behavior are subject to appropriate disciplinary action, which may include a reduction in grade, failure in the course, suspension, or expulsion.

Students with Disabilities

*St. Joseph's College, in accordance with the Americans with Disabilities Act, provides assistance and resources for students with disabilities. If you have a documented disability: physical, psychological, medical or learning, which may impact your academic learning, contact the **Office for Academic Tutoring, Development, and Accessibility Services** by emailing Katie Blumenthal (kblumenthal@sjcny.edu) or stopping into N304, O'Connor Hall. This office will assist you in getting all necessary accommodations at the college and in the classroom. All information will be kept confidential and private. Students should also work with their instructor to make arrangements if they require accommodations for test taking, carrying out assignments, or other academic needs.*

*****This syllabus is subject to change at any time by the instructor*****