# "WBUlogo"

Campus Name

School of Business

# 2. UNIVERSITY MISSION STATEMENT

Wayland Baptist University exists to educate students in an academically challenging, learning-focused and distinctively Christian environment for professional success, lifelong learning, and service to God and humankind.

# 3. COURSE NUMBER & NAME:

MGMT 5313-VC01, Diversity Management

# **4. TERM**:

Summer 2018

# **5. INSTRUCTOR**:

Don Knox, PhD

# **6. CONTACT INFORMATION**:

Office phone: 806.292.7021

WBU Email: knox@wbu.edu

# **7. OFFICE HOURS, BUILDING & LOCATION**:

M-R 8:00 – 6:00 PM Central time

# **8. COURSE MEETING TIME & LOCATION**:

Blackboard

# **9. CATALOG DESCRIPTION**:

Research literature and value of ‘managing’ diversity with a Christian response to issues within diversity management; diversity management implications for employee and labor relations, workforce planning and development; measurement of results.

# 10. PREREQUISITE:

BUAD 5300 or MGMT 3324

# **11. REQUIRED TEXTBOOK AND RESOURCE MATERIAL**:

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| --- | --- | --- | --- | --- | --- | --- |
| **BOOK** | **AUTHOR** | **ED** | **YEAR** | **PUBLISHER** | **ISBN#** | **UPDATED** |
| Understanding and Managing Diversity | Harvey/Allard | 6th | 2015 | Pearson | 9780-13354-8198 | 4/24/17 |

# 12. OPTIONAL MATERIALS – supplied by the instructor on blackboard

# **13. COURSE OUTCOMES AND COMPETENCIES**:

* Recognize the Awareness spectrum of: diversity, avoider, perpetuator, naive, fighter, and change agent
* Recognize that individuals' differences can enhance productivity
* Showcase the unique ways that some organizations are working to manage diversity and to illustrate that other organizations are limiting their diversity initiatives to legal compliance rather than to making systemic changes.
* Improve critical thinking skills by developing and applying criteria to the evaluation of an organization's diversity initiatives.
* Demonstrate an awareness and understanding of managing diversity from an individual perspective, a group identity perspective, and an organizational perspective.

# 14. ATTENDANCE REQUIREMENTS:

WBUonline (Virtual Campus)

Students are expected to participate in all required instructional activities in their courses. Online courses are no different in this regard; however, participation must be defined in a different manner. Student “attendance” in an online course is defined as active participation in the course as described in the course syllabus. Instructors in online courses are responsible for providing students with clear instructions for how they are required to participate in the course. Additionally, instructors are responsible for incorporating specific instructional activities within their course and will, at a minimum, have weekly mechanisms for documenting student participation. These mechanisms may include, but are not limited to, participating in a weekly discussion board, submitting/completing assignments in Blackboard, or communicating with the instructor. Students aware of necessary absences must inform the professor with as much advance notice as possible in order to make appropriate arrangements. Any student absent 25 percent or more of the online course, i.e., non-participatory during 3 or more weeks of an 11 week term, may receive an F for that course. Instructors may also file a Report of Unsatisfactory Progress for students with excessive non-participation. Any student who has not actively participated in an online class prior to the census date for any given term is considered a “no-show” and will be administratively withdrawn from the class without record. To be counted as actively participating, it is not sufficient to log in and view the course. The student must be submitting work as described in the course syllabus. Additional attendance and participation policies for each course, as defined by the instructor in the course syllabus, are considered a part of the university’s attendance policy.

# **15. STATEMENT ON PLAGIARISM & ACADEMIC DISHONESTY**:

Wayland Baptist University observes a zero tolerance policy regarding academic dishonesty. Per university policy as described in the academic catalog, all cases of academic dishonesty will be reported and second offenses will result in suspension from the university.

# **16. DISABILITY STATEMENT**:

In compliance with the Americans with Disabilities Act of 1990 (ADA), it is the policy of Wayland Baptist University that no otherwise qualified person with a disability be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity in the university. The Coordinator of Counseling Services serves as the coordinator of students with a disability and should be contacted concerning accommodation requests at (806) 291-3765. Documentation of a disability must accompany any request for accommodations.

# **17. COURSE REQUIREMENTS and GRADING CRITERIA**:

There will be one exam – a little after mid-term worth about 7% of your grade.

There will be case-studies for 51% of your grade.

Attendance is 30% of your grade (attendance is monitored by the discussion board postings).

An optional research paper will make up 12% of your grade. The paper must be at least 5300 words in length (reference pages, headers, footers, end notes, footnotes, title page and abstract – do not count) and a minimum of 10 non-Internet or non-textbook sources.

The paper must following APA style guidelines and the font will be Times New Roman or Arial, 12 point. **Short papers will not be graded**. Short papers are defined as less than 5000 words (please note that 4999 is less than 5000 and will not be graded). I really expect papers to exceed the 7000 word length for decent grades.

**One very important item about sources on your paper – I will not accept Internet sources including Wikipedia or Answers.com or similar websites as a source –ever – please do not try.**

I use SafeAssignment to help me track plagiarism. I would rather you not submit a paper than plagiarize.

You do not need to submit a paper to receive a grade of “B” but it is required if you wish to try for a grade of “A”. Submitting a paper does not guarantee a grade of “A” or “B”.

If you have not taken a research methods course – I highly advise you to work with the WBU writing lab. I advise you to utilize this resource even if you have taken a research methods course. Ultimately, you and only you are responsible for what you choose to turn in for a grade. If you do not write the paper then the highest grade you can get is a “B”.

There are only three choices for a paper topic: “Inclusion of Persons with Disabilities: What is a Reasonable Accommodation to All” or “Inclusion of Spirituality and Religion in the Workplace: Respecting the Rights of All” or “Inclusion of Gender Identity in the Workplace”

**17.1 Include Grade Appeal Statement:** “Students shall have protection through orderly procedures against prejudices or capricious academic evaluation. A student who believes that he or she has not been held to realistic academic standards, just evaluation procedures, or appropriate grading, may appeal the final grade given in the course by using the student grade appeal process described in the Academic Catalog. Appeals may not be made for advanced placement examinations or course bypass examinations. Appeals are limited to the final course grade, which may be upheld, raised, or lowered at any stage of the appeal process. Any recommendation to lower a course grade must be submitted through the Vice President of Academic Affairs/Faculty Assembly Grade Appeals Committee for review and approval. The Faculty Assembly Grade Appeals Committee may instruct that the course grade be upheld, raised, or lowered to a more proper evaluation.”

# 18. TENTATIVE SCHEDULE

1. Discussion Board – weekly and graded. Late responses, regardless of reason will not be accepted.

2. There will be 17 Case Study Assignments assigned from the Diversity text – they will be due at various times – check the assignments page for specifics.

3. The exam will be due by the end of the 11th week – it will open at the beginning of the 9th week.

4. The paper will be due 7/28/2018 11:59:00 PM Central US time and we will use SafeAssignment for plagiarism checking.

18. Other Instructor notes: Late work is not accepted. The assignments, paper, and test will automatically “disappear” at 11:59:00 PM Central US time on the date they are due. I do not accept late discussion postings. You are graduate students and you are responsible for your actions. Everything is open from the first day of class – there is no reason not to work ahead if you know you will be out. Please understand “no late work” really means “no late work” – for any reason. Please do not ask the answer really will be “no”.

Do not use the comments section to submit work. Use the attachment feature only. Work pasted into the comments section will not be graded.