Instructor: Leslie Y. Rodriguez, Ph.D.
E-mail: leslie.rodriguez@angelo.edu
Office: Library B316M
Phone: 325/486-6089
Office Hours: M 4:30 pm-6:00 pm; MW 12:00 pm – 2:00 pm; TR 11:30am – 12:30 pm, 2:00 pm-3:00 pm; And by Appointment

Readings
Additional readings as assigned.

Course Description
Examination of the contemporary multicultural/multiracial organizations setting. This course provides a general definition for workplace diversity, discusses the benefits and challenges of managing diverse workplaces, and presents effective strategies for managing diverse workforces.

Credit Units: 3

Course Goals
1. Understand general definitions of workplace diversity.
2. Understand the benefits and challenges of diverse workplaces
3. Understand and apply effective strategies for working in diverse workforces.

Assignments
Students may earn up to 1000 points during the semester. Assignments include:

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Participation</td>
<td>100</td>
</tr>
<tr>
<td>Article Discussion Leader (2@50 points)</td>
<td>100</td>
</tr>
<tr>
<td>Chapter Discussion Leader(2@50 points)</td>
<td>100</td>
</tr>
<tr>
<td>Just Mercy Discussion Leader</td>
<td>50</td>
</tr>
<tr>
<td>Final Paper</td>
<td>300</td>
</tr>
<tr>
<td>First Pages of Paper</td>
<td>150</td>
</tr>
<tr>
<td>Paper Presentation</td>
<td>200</td>
</tr>
<tr>
<td>Total</td>
<td>1000</td>
</tr>
</tbody>
</table>

Grading
Final grades will be assigned according to the following scale:
A= 1000-900; B=899-800; C=799-700; D=699-600; F<600

Description of Assignments

Discussion Leader
Students will be asked to lead class discussions regarding assigned and/or selected readings. A handout with specific requirements for discussion leading will be given to students.
Final Project – Culture Paper & Presentation

Paper: Formatting should comply with the current APA style guide. Students will construct a 15-16 page paper regarding a culture of their choosing. Further details regarding this assignment will be provided in the assignment sheet.

Presentation

Culture Lecture - a PowerPoint lecture of your culture. In your lecture, insure that you foster a learning experience for your audience. They should leave your lecture knowing significantly more than they previously knew concerning the culture you will be covering. Please insure that your presentations are interactive and engaging, and contain various media. 30-40 minutes

Policies for the Course:

Attendance: Students are expected to attend all class sessions. Participation is a critical element in any communication course. Moreover, students who choose not to attend the lectures tend to have a more difficult time completing assignments than do those students who attend regularly. Whenever possible, the instructor should be notified in advance if students must miss class.

Participation: Students are encouraged to participate in all lectures/discussions. When students share their experiences with the class, the course material often becomes more interesting and comprehensible. It is evident when a student has not read even when the student speaks. Do not speak just to speak. Insure that what you offer goes along with course content and that you are giving others a chance to speak as well.

Assignment Descriptions: Students will receive a detailed outline of all assignments at least one week before they are due.

Private Meetings: Students are highly encouraged to interact with the instructor outside of class. A few minutes with the instructor can often eliminate confusion or anxiety concerning an assignment. Students unable to meet with the instructor during office hours are encouraged to make appointments at other times.

Late Work or Missed Assignments: All assignments are due on time. “Make-up” exams or discussion leading will be allowed only if a compelling excuse is offered, i.e., hospitalization or attending the funeral of an immediate family member. If a compelling excuse is not offered, the student will receive a zero for that assignment, no exceptions. Late work is also not accepted unless a compelling excuse is offered (see above). Papers and assignments are due at the time listed on assignment handout. If a student hands in a paper or assignment late, the student will receive a 0 for that assignment. No exceptions. If you will miss class due to a university function the day an assignment is due, you must hand-in the assignment prior to your departure. You may not hand-in the paper or assignment upon your return. As such, plan accordingly.

Academic Misconduct: ****Cheating on an exam or plagiarism on any assignment will result in an F in the course regardless of a student’s numerical average. ****

Class Etiquette: Please be a courteous student and peer – this includes using cellphones and laptops in class in a mature and professional manner.

Honor Code Policy: Violations of academic integrity are very serious matters and are clearly documented in the ASU Student Handbook. The work a student submits in a class is expected to be the student's own work and must be work completed for that particular class and assignment. Plagiarism means intentionally or knowingly representing the words or ideas of another as one's own. This may include your own previous work. Plagiarism includes quoting or paraphrasing from other sources without acknowledging/citing the source of your information or presenting quoted material as your own words. You must be very clear about attribution of sources and you must know how to cite sources in a paper. Please see full Honor Code Policy at http://www.angelo.edu/cstudent/documents/pdf/Student_Handbook.pdf

****Cheating on an exam or plagiarism on any assignment will result in an F in the course regardless of a student’s numerical average. ****
Disability Statement: The Student Life Office is the designated campus department charged with the responsibility of reviewing and authorizing requests for reasonable accommodations based on a disability. It is the student’s responsibility to initiate such a request by contacting

Mrs. Dallas Swafford, Director of Student Development 325-942-2047 office or 325-942-2211 Fax dallas.swafford@angelo.edu University Center, Suite 112B

Religious Holiday Observance: “Religious holy day” means a holy day observed by a religion whose places of worship are exempt from property taxation under Texas Tax Code 11.20.

A. A student who intends to observe a religious holy day should make that intention known in writing to the instructor prior to the absence. A student who is absent from classes for the observance of a religious holy day shall be allowed to take an examination or complete an assignment scheduled for that day within a reasonable time after the absence.

B. A student who is excused under section 2 may not be penalized for the absence, however; the instructor may respond appropriately if the student fails to complete the assignment satisfactorily.

Title IX at Angelo State University:

The University prohibits discrimination based on sex, which includes pregnancy, sexual orientation, gender identity, and other types of Sexual Misconduct. Sexual Misconduct is a broad term encompassing all forms of gender-based harassment or discrimination including: sexual assault, sex-based discrimination, sexual exploitation, sexual harassment, public indecency, interpersonal violence (domestic violence and/or dating violence), and stalking. As a faculty member, I am a Responsible Employee meaning that I am obligated by law and ASU policy to report any allegations I am notified of to the Office of Title IX Compliance.

Students are encouraged to report any incidents of sexual misconduct directly to ASU’s Office of Title IX Compliance and the Director of Title IX Compliance/Title IX Coordinator at:

Michelle Boone, J.D.

Director of Title IX Compliance/Title IX Coordinator

Mayer Administration Building, Room 210

325-942-2022

michelle.boone@angelo.edu

You may also file a report online 24/7 at www.angelo.edu/incident-form.

If you are wishing to speak to someone about an incident in confidence you may contact the University Health Clinic and Counseling Center at 325-942-2173 or the ASU Crisis Helpline at 325-486-6345.

For more information about Title IX in general you may visit www.angelo.edu/title-ix.
**Tentative Schedule**

Students are responsible for keeping up with any changes in schedule, which will be announced in class.

<table>
<thead>
<tr>
<th>Date</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan. 13</td>
<td>Introduction to Course, Discussion of Syllabus</td>
</tr>
<tr>
<td>Jan. 20</td>
<td>MLK Holiday</td>
</tr>
</tbody>
</table>
| Jan. 27 | CBC – Chapter 1: ________________  
          Article: ________________________  
          Article: ________________________ |
| Feb. 3  | CBC – Chapter 2: ________________  
          Article: ________________________  
          Article: ________________________ |
| Feb. 10 | CBC – Chapter 3: __________________  
          Article: ________________________  
          Article: ________________________ |
| Feb. 17 | Paper Work Day: By next week, you must have a Culture for your paper, and skeleton of outline for paper |
| Feb. 24 | CBC – Chapter 4: ________________  
          Article: ________________________  
          Article: ________________________ |
| Mar. 2  | CBC – Chapter 5: __________________  
          Article: ________________________  
          Article: ________________________ |
| Mar. 9  | Spring Break |
| Mar. 16 | CBC: Chapter 6:  
          Article: ________________________  
          Article: ________________________ |
| Mar. 23 | CBC – Chapter 7: __________________  
          Just Mercy: Chapters 1-2: __________________  
          *Must have at least 7 of your 15 pages for final paper turned in by the start of class time.  
          *March 26th – Last day to drop class or withdraw from the university. |
| Mar. 30 | CBC – Chapter 8: __________________  
          CBC – Chapter 9: __________________  
          Just Mercy: Chapters 3-5: ____________________ |
| April  6 | CBC – Chapter 10: __________________  
          CBC – Chapter 11: __________________  
          Just Mercy: Chapters 6-8: __________________ |
| April 13 | Just Mercy: Chapters 9-10: __________________  
          Papers Due by 6:00 pm today. Turn in during class and submit on Blackboard. |
| April 20 | Just Mercy: Chapters 11-13: __________________  
          Culture Presentations (3) |
| April 27 | Just Mercy: Chapters 14-16: __________________  
          Culture Presentations (3) |
| May 8   | Final Exam |