COURSE DESCRIPTION

As the American workforce becomes more diverse, managers must broaden their understanding of themselves, of societal factors, and of key business issues in order to become more effective. Through class discussions, assignments, readings, speakers, and projects, you will learn critical management skills in areas such as recruitment, supervision, and communication. You will also learn of “best practices” of major corporations and how such methods might be applied to the company you work for now or will work for upon graduation.

COURSE MATERIALS

by Bahaudin G. Mujtaba (2010)  
ILEAD Academy/Lightning Source Publishing  
ISBN: 978-0977421190

Readings: Available at https://blackboard.rutgers.edu

LEARNING GOALS AND OBJECTIVES

This course is designed to help students develop skills and knowledge in the following area which is specified as Learning Goal and Objective #7 for the Rutgers Bachelor of Science Program.

Multicultural and Diversity Learning Goal

Students graduating with a BS degree will develop an understanding and awareness of the demographic and cultural issues that impact business in a diverse and global world.

Objectives

a. Students will have an increased perspective, sensitivity and understanding of the impact of demographic and cultural diversity on business interactions both domestically and globally.
b. Students will use their communications and critical thinking skills to resolve challenges that arise because of the impact of demographic and cultural diversity in business interactions.
PREREQUISITES

This course is open to Juniors and Seniors who have taken Principles of Management (or its equivalent Intro to Management/ Management Skills) and serves as an approved elective for students majoring in Management & Global Business.

ACADEMIC INTEGRITY

I do NOT tolerate cheating. Students are responsible for understanding the RU Academic Integrity Policy (see business.rutgers.edu/ai). I will strongly enforce this Policy and pursue all violations. On all examinations and assignments, students must sign the RU Honor Pledge, which states, “On my honor, I have neither received nor given any unauthorized assistance on this examination or assignment.” I will screen all written assignments through SafeAssign which is a plagiarism detection service that compares your work against a large database of past work. Don’t let cheating destroy your opportunity to learn.

Plagiarism in papers is a serious offense and all offenders will be processed according to University procedures. You must provide all assignment and project citations and you must be specific. Always include your source in a footnote, end note, or in the text. This includes Google searches and Wikipedia.

Cheating on exams is also a serious offense and all offenders will be subject to University procedures. If you have a disability that influences testing procedures, provide me an official letter from the Office of Disability Services at the start of the semester. Your exam will not be accepted unless you sign the Honor Pledge.

ATTENDANCE POLICY

A student must notify the instructor in advance by e-mail that the student will be absent. If absent, the student is responsible for submitting assignments on time per the syllabus schedule and for obtaining class notes and lecture notes. Students should take special care to attend class the days of the exam(s) and of the final presentation. If the student misses 3 or more classes, then the student's grade will be reduced. (This does not include absence due to religious observance, a Rutgers-approved activity or documented illness or family emergency.) The rationale for this policy is that class participation in an integral part of the learning process for this course.

For weather emergencies, consult the Campus Status page below. If the campus is open, class will be held. https://www.newark.rutgers.edu/weather-and-campus-operating-status

If I am to be absent, my department chair or I will send you notice via email and Blackboard as far in advance as possible.

CLASSROOM CONDUCT
The use of cell phones for calling, texting, recording, filming, photography or any other purpose is strictly prohibited. Laptops are permissible only for following the lecture notes posted on BlackBoard or for taking notes. Any student using the laptop for a non-class related purpose will have this privilege revoked. Further, “Googling” in search for answers posed by the professor during class discussion is not allowed and is a violation of the Academic Integrity policy.

### COURSE SCHEDULE

<table>
<thead>
<tr>
<th>Week</th>
<th>Class Date</th>
<th>Class Content</th>
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| 1    | Tue 9/1    | Diversity: What is it?  
Textbook: Ch. 1  
Video: “Race: The Power of an Illusion” |
| 2    | Tue 9/15   | Fact vs. Fiction  
Video: “Skin Deep”  
Workshop: Diversity Facts for Managers |
| 3    | Tue 9/22   | Diversity Related Laws and Court Cases  
Textbook: Ch. 6  
| 4    | Tue 9/29   | Stereotypes and Advantage  
Textbook: Ch. 3-4  
Videos: “Race and Sex” and “The Fairer Sex” |
| 5    | Tue 10/6   | Mid-Term Exam: Weeks 1-4  
Assignment #1 Workshop |
| 6    | Tue 10/13  | Groups in Original Classifications  
Assignment #1 Workshop |
| 7    | Tue 10/20  | Groups in Expanded Classifications  
Textbook: Ch. 8  
Assignment #1 Due |
| 8    | Tue 10/27  | Recruitment, Hiring, Training, and Promotion  
Textbook: Ch. 13 |
| 9    | Tue 11/3   | Management and Teamwork  
Textbook: Ch. 10 |
| 10   | Tue 11/10  | Communications, Conflict, and Harassment  
Textbook: Ch. 11-12 |
| 11   | Tue 11/17  | Multi-Cultural Marketing/ Diversity Suppliers |
> Assignment #2 Due

12 Tue 11/24 Guest Speaker: Ralph Charles, Federal Mediator, NY District, Equal Employment Opportunity Commission

13 Tue 12/1 > Term Project Due

14 Tue 12/8 Exam Review

TBD > Final Exam

GRADING POLICY

Course grades are determined as follows:

<table>
<thead>
<tr>
<th>Grading Element</th>
<th>Weight</th>
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<tbody>
<tr>
<td>Mid-Term Exam</td>
<td>15%</td>
</tr>
<tr>
<td>Final Exam</td>
<td>20%</td>
</tr>
<tr>
<td>Two Research Assignments (15% / 15%)</td>
<td>30%</td>
</tr>
<tr>
<td>Final Project</td>
<td>25%</td>
</tr>
<tr>
<td>Class Participation</td>
<td>10%</td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
</tr>
</tbody>
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Exams:

The purpose of the exams is to ensure that you have grasped the concepts and frameworks covered in the texts, lectures, class discussions, video presentations and supplementary readings in the “Online Resources” section of BlackBoard. You will also be asked in the tests how the assignments have exemplified or demonstrated the concepts and frameworks. The exams are multiple choice, short answer and/or longer essay questions. Make sure you attend the class the days of the exams because there will be no make-up exams.

Assignments:

Check the “Assignments” section of the BlackBoard after each class for both written and reading assignments for the next class. See the schedule above for when assignments are due.

The general assignment topics are:

#1 - Identifying Characteristics of Certain Groups while Working with Individuals
#2 - A Comparison and Contrast of Diversity Management at 2 Companies.
You will receive additional information. The two assignments are team projects. You are expected to be an active and engaged participant especially since a peer evaluation will be part of your grade.

Assignments will be graded as follows: 100 or 99 – Perfect or Near Perfect; 94 – Excellent; 89 – Very Good; 84 – Very Good overall but a few key aspects missing; 79 – Good overall but several key facts missing; 74 – Average, 69 – Below average, 64 – Passing. 59 or below – Unsatisfactory

Final Project:

The purpose of the final project is to do an in-depth exploration of complex diversity issues and to provide an opportunity for self-evaluation. It will be commentary on online readings, in-class videos, and class exercises. In addition, you will provide a synthesis of all your commentaries. More detailed information will follow.

Class Participation:

The purpose of class discussion is to stimulate critical thinking and problem solving. Students will have the opportunity to volunteer to participate. And, at times, students may be called on, at random, to respond to queries by the professor. Students will also interact, exchange ideas, and craft potential solutions during the class. The ability to present and defend ideas is an important skill for a general manager. Both quality and quantity of class participation will be considered in grade assessment. See the Syllabus Appendix which provides the Class Participation Grading Rubric and Guide.

Semester Grading Policy:

Grades for the semester will be calculated based point totals from the grading overview and grading weight cited above, with total semester points correlating to the following grades:
100-91 > A ; 90-88 > B+ ; 87-81 > B ; 80-78 > C+ ; 77-71 > C ; 70-68 > D+ ; 67-60 > D ; 59 and below > F

‘Extra Credit’ projects are neither offered nor awarded toward any grades.

SUPPORT SERVICES


If you are a military veteran or are on active military duty, you can obtain support through: The Office of Veteran and Military Programs and Services. http://veterans.rutgers.edu/

If you are in need of mental health services, please use our readily available services: Rutgers University-Newark Counseling Center: http://counseling.newark.rutgers.edu/
If you are in need of physical health services, please use our readily available services:

Rutgers Health Services – Newark: http://health.newark.rutgers.edu/

If you are in need of legal services, please use our readily available services: Rutgers Student Legal Services http://rusls.rutgers.edu/

If you are in need of additional academic assistance, please use our readily available services. Rutgers University-Newark Learning Center: http://www.ncas.rutgers.edu/rlc

NOTICE

This Syllabus – including but not limited to assignment due dates, assignment instructions, and topics for classes – is subject to change with notice. Students are responsible for obtaining and following any syllabus changes posted on BlackBoard.