



# A&M-COMMERCE

## **GSCB 404 – Leveraging Diversity in Design & Leadership**

COURSE SYLLABUS: Term:

Year:

### **INSTRUCTOR INFORMATION**

**Instructor:**

**Office Location:** Online, Remote

**Office Hours:** Email, Telephone, or Virtual by Appointment

**Office Phone:**

**University Email Address:**

**Preferred Form of Communication:** Email

**Communication Response Time:** 24 Hours or Less

### **Instructor Notes:**

- Allow a minimum of 48 hours to grade assignments.
- Please review rubrics before submitting assignments.
- 7th edition of APA is the standard format.

## **COURSE INFORMATION**

### **Course Description**

Changing demographics and globalization patterns shape the context of employment trends and necessitate an innovative leader that is culturally competent and aware of their own biases. In this course, students will explore their future career plans and analyze their capacity to work in diverse environment and with diverse co-workers. Implications of this for leadership will be discussed.

### **Student Learning Outcomes**

Completion of this course provides the student opportunities for:

1. Exposure to demographic and global shifts in workplace environments and the diverse backgrounds of employees they may interact with in professional settings.
2. Exposure to conceptual frameworks and models for understanding cultural differences and similarities within, among, and between groups of people with whom others interact in their

*The syllabus/schedule are subject to change.*

- professional, personal, public, and private lives; appreciating differences while learning to be self-reflective.
3. Understanding why globally competent leadership is critical in modern society.
  4. Application of the principles of inclusive leadership to real-world scenarios.

## **General Studies (Competency-Based) Program**

The Bachelor of General Studies – Competency Based (GSCB) degree is a program that allows students to use their various academic, professional, and personal experiences to explore potential career options. Students will take coursework that explores their strengths and teaches strategies to apply prior learning experiences to new career goals. Students will learn about leadership, problem-solving and the principles of design thinking, all while career options and ways to prepare for academic and career success.

### **Course Materials**

This course has been designed using Open Educational Resources (OER) and/or materials that are available through the [Waters Library](#). All materials are embedded within the course or are accessible via the internet or accessible through the Waters Library resource portal. After taking the pretest, students are encouraged to bookmark, download, or save materials provided via the internet for use with assignments and projects in this class

Students may **elect** to purchase the course book, listed below, that explains course content in greater detail and is referenced over all four GSCB courses.

Burnett, B., & Evans, D. (2016). *Designing your life: How to build a well-lived, joyful life* (Illustrated ed.). Knopf.

<https://www.amazon.com/Designing-Your-Life-Well-Lived-Joyful/dp/1101875321>

### **Regular and Substantive Course Interaction**

As a general guide, students enrolled in a three-semester hour course should spend one hour engaged in instructional activities and two to three hours on out-of-class work per week in a traditional semester. Students are expected to double this effort of engagement given that this course is being delivered in a seven-week term. Educational activities in this course are designed to ensure regular and substantive interaction between students and faculty to ensure that students are able to demonstrate competency.

## **COURSE REQUIREMENTS**

**Minimal Technical Skills Needed:** Students will need reliable computer and internet access for this course. Students must be able to effectively use myLeo email, myLeo Online D2L, and Microsoft Office.

**Instructional Methods:** This course is an online course. To be successful in this course, all content and course modules should be read and reviewed. All assignments and quizzes (both graded and not graded) must be completed. Please contact the instructor by email for any assistance.

**Student Responsibilities or Tips for Success in the Course:** To be successful in this course, all content and course modules should be read and reviewed. All assignments and quizzes (both graded and not graded) should be completed. Please contact the instructor by email for any assistance.

## ASSESSMENTS

Students must complete a variety of assessments for the course. These include reflective academic exercises along with module quizzes and a final project and exam. Required activities must show a mastery score of 80% or higher to successfully complete the course. All required activities are noted in the course gradebook and assignments tab as well as detailed below:

### Course Pre-test

The purpose of the pretest is to provide a baseline understanding of your knowledge in this competency. Pre-tests are taken once and should be completed upon the first couple of days of a CBE academic term or entry into a course if a student is an accelerator. The pre-test is required before you begin studying course materials and granted access to module assignments and activities. The grade on the pre-test does **not** count in the final grade for this course.

Content	Description	Value	Notes
Pre-test	Measures your competency of learning outcomes through essay, short answer, and/or multiple-choice questions.	100 points	Required to access the learning modules for the course. <b>DUE: Last day of week 7, Friday by 11:59 PM CST</b>

### Module Activities

An assessment at the end of each module is intended to emphasize key concepts, theories, processes, etc., introduced in the Learning Objective Module. For this course, this is accomplished through reflective essays (journals) which address a given prompt and are graded against a standard rubric. Essays are submitted to the instructor and do not require comments or "discussion" with other students in the course.

Some modules have additional assignments (explained within the courses shell) and are listed below. All identified activities and assignments in this section are required for the course and must earn an 80% or higher to upload the course final project and access the course post-test. All assignments and activities below are factored into a student's final grade for the course and are components of the final culminating project.

Content	Description	Value	Notes
Reflective Exercises (4)	4 reflective academic exercises that accompany content for each module. Find them under "Assignments". All 4 will need to	25 points (100 total)	Required at the end of each learning module. You must score 80% or higher to access the course post-test and submit final project. You have up to three attempts.

Content	Description	Value	Notes
	be completed and graded before the posttest is attempted.		<b>DUE: Last day of week 7, Friday by 11:59 PM CST</b>
Module Mastery Quiz (3)	Measures your competency and mastery of specified learning outcomes through a module mastery quiz.	25 points each	Required and you must score 80% or higher. You have up to three attempts. <b>DUE: Last day of week 7, Friday by 11:59 PM CST</b>

### Course Post-test

The end-of-course comprehensive exam assesses student knowledge and understanding of major concepts, theories, processes, etc., in the course. A **score of 80% or higher is required** to demonstrate competency. Students are required to complete the post-test even if they score 80% or higher on the pre-test. **DUE: Last day of week 7, Friday by 11:59 PM CST.**

If you score less than 80% on the post-test, you will have an opportunity to review the material and retake the post-test two additional times. Students who fail the post-test should review feedback from the instructor before reattempting the post-test. If the post-test score is less than 80% within three attempts, students will receive a grade of “F” in the course and will be required to retake the course in the new term.

Content	Description	Value	Notes
Post-test	Measures your competency of learning outcomes through essay, short answer, and multiple-choice questions. Cover information about global shifts in employment, inclusive leadership, and diversity and inclusion strategies.	100 points	Required and you must score 80% or higher. You have up to three attempts. <b>DUE: Last day of week 7, Friday by 11:59 PM CST</b>

### Culminating Project

The project assesses your knowledge of terms, course themes, and the application of concepts presented in this course. A **score of 80% or higher is required** to demonstrate competency. **DUE DATE if you want feedback for revisions: End of week 6. HARD DUE DATE: Last day of week 7, Friday by 11:59 PM CST.**

If students score less than 80% on the culminating project, they will have an opportunity to review the material and resubmit the project up to two additional times. If the culminating project is less than 80% within three attempts, students will receive a grade of F in the course and will be required to retake the course in the new term.

Content	Description	Value	Notes
Final Project (Written Work)	Building on prior research from GSCB 402 students will reframe a trend or issue through an inclusive leadership lens. Focusing on an area of diversity, students will create a training module to discuss how this trend, issue or theme effects groups differently based on their identity.	100 Points	Required and you must score 80% or higher. You have up to three attempts. <b>DUE DATE if you want feedback for revisions: End of week 6.</b> <b>HARD DUE DATE: Last day of week 7, Friday by 11:59 PM CST</b>

### GRADING

A score of 80% or higher on both the Culminating Project and Posttest are required to demonstrate competency and receive credit for the course. Additionally, each assignment must be completed with an 80% or higher to access the course post-test and submit the final project. All items will be used to calculate the final grade in the course.

Item	Value
Reflective Exercises	25 pts each/ 100 total pts
Module Mastery Quizzes (3)	25 pts each/ 75 total pts
Course Post-Test	100 pts
Culminating Project	100 pts
Total Points	375 pts

### Grading Scale

A = 337.5 -375 points (90%-100%)

B = 300 -33.74 points (80%-89%)

F = 299.9 or below (79% or below)

### Acceleration Process

Students enrolled in competency-based education courses in the College of Innovation and Design are permitted to accelerate from one CBE course to another during a seven-week academic term under certain conditions. The request to accelerate from one course to another must be initiated by the student upon successful completion of currently enrolled CBE courses. Students are responsible for maintaining communication with faculty and their assigned advisor(s) throughout the acceleration process. Students who fail a course or who drop/withdraw from a CBE course are not eligible for acceleration. Student may only request permission to accelerate in one course at a time. Request to accelerate is initiated and completed by 5:00 pm CST on the fifth Friday of a seven-week academic term.

### Process

1. Student successfully completes all required coursework in their CBE courses(s) with a grade of "A" or "B."

2. Student receives emailed verification from the assigned instructor that the course has been satisfactorily completed (Grade of A or B only).
3. Student contacts assigned advisor to provide proof of completion and discuss eligibility for acceleration into another course.

## **TECHNOLOGY REQUIREMENTS**

### **LMS**

All course sections offered by Texas A&M University-Commerce have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are technical requirements

LMS Requirements:

<https://community.brightspace.com/s/article/Brightspace-Platform-Requirements>

LMS Browser Support:

[https://documentation.brightspace.com/EN/brightspace/requirements/all/browser\\_support.htm](https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm)

YouSeeU Virtual Classroom Requirements:

<https://support.youseeu.com/hc/en-us/articles/115007031107-Basic-System-Requirements>

### **ACCESS AND NAVIGATION**

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or [helpdesk@tamuc.edu](mailto:helpdesk@tamuc.edu).

**Note:** Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

### **Technical Support**

If you are having technical difficulty with any part of Brightspace (D2L), please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found here:

<https://community.brightspace.com/support/s/contactsupport>

### **Interaction with Instructor Statement**

This is an online course; therefore, expect most communication to be online as well. If you have any questions or are having difficulties with the course material, please contact your instructor. Correspondence will always be through university email (your "myLeo" mail) and announcements in myLeo online (D2L). The instructor will make every effort to respond to emails within 24 provided the correspondence follows the requirements listed below. Students are encouraged to check university email daily.

**All emails from students should include:**

- **Course name and subject in the subject line (ex. GSCB 301 – Posttest)**
- **Salutation**
- **Proper email etiquette (no “text” emails – use proper grammar and punctuation)**
- **Student name and CWID after the body of the email**

## **COURSE AND UNIVERSITY PROCEDURES/POLICIES**

### **Syllabus Change Policy**

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

### **Student Conduct**

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the [Student Guidebook](#).

<http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx>

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: <https://www.britannica.com/topic/netiquette>

### **TAMUC Attendance**

For more information about the attendance policy please visit the [Attendance](#) webpage and [Procedure 13.99.99.R0.01](#).

### **Academic Integrity**

Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

[Undergraduate Academic Dishonesty 13.99.99.R0.03](#)

[Undergraduate Student Academic Dishonesty Form](#)

[Graduate Student Academic Dishonesty Form](#)

### **CID Policy on Academic Integrity**

Academic dishonesty includes cheating, complicity in cheating, multiple submissions (or substantial portions) of the same work for credit without authorization, submitting another’s work, plagiarism, submitting algorithmically (AI) plagiarized work, and other acts that may reasonably be called academic dishonesty.

- Students who commit academic dishonesty will receive a grade of 0 for the assignment in the course and be issued a Written Warning that is reported to the CID Assistant Dean’s office and listed in a database.
- If the student does NOT have a previous Written Warning for academic dishonesty reported in CID courses and has additional attempts available for the assignment, the student may resubmit the assignment (this applies to CBE courses only).
- If the student has a Written Warning of academic dishonesty reported in CID courses, the student may NOT resubmit the assignment, and the instructor will follow the procedure detailed in [Policy 13.99.99.R0.03](#) for Undergraduate Academic Dishonesty and report the incident to the Provost Office.

## **Use of Artificial Intelligence**

Texas A&M University-Commerce acknowledges that there are legitimate uses of Artificial Intelligence, ChatBots, or other software that has the capacity to generate text, or suggest replacements for text beyond individual words, as determined by the instructor of the course.

Any use of such software must be documented. Any undocumented use of such software constitutes an instance of academic dishonesty (plagiarism).

Individual instructors may disallow entirely the use of such software for individual assignments or for the entire course. Students should be aware of such requirements and follow their instructors' guidelines. If no instructions are provided the student should assume that the use of such software is disallowed.

In any case, students are fully responsible for the content of any assignment they submit, regardless of whether they used an AI, in any way. This specifically includes cases in which the AI plagiarized another text or misrepresented sources.

## **Students with Disabilities-- ADA Statement**

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

### **Office of Student Disability Resources and Services**

Texas A&M University-Commerce

Velma K. Waters Library Rm 162

Phone (903) 886-5150 or (903) 886-5835

Fax (903) 468-8148

Email: [studentdisabilityservices@tamuc.edu](mailto:studentdisabilityservices@tamuc.edu)

Website: [Office of Student Disability Resources and Services](#)

## **Nondiscrimination Notice**

Texas A&M University-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

## **A&M-Commerce Supports Students' Mental Health – Counseling Services**

The Counseling Center at A&M-Commerce, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7 access to the Counseling Center's crisis assessment services by calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit [www.tamuc.edu/counsel](http://www.tamuc.edu/counsel)

## Campus Concealed Carry Statement

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the [Carrying Concealed Handguns On Campus](#) document and/or consult your event organizer.

Web url:

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

<b>Learning Objectives and Competencies</b>	<b>Materials to Read or Review</b>	<b>Assignments</b>
SLO 1: Exposure to demographic and global shifts in workplace environments and the diverse backgrounds of employees they may interact with in professional settings.	Module 3: Exploring Global Shifts in Employment; Addressing Diversity, Equity and Inclusion; NACE Career Competencies	-Reflective Exercise 3 -Module 3 Post-test
SLO 2: Exposure to conceptual frameworks and models for understanding cultural differences and similarities within, among, and between groups of people with whom others interact in their professional, personal, public, and private lives; appreciating differences while learning to be self-reflective.	Module 1: Social Identity & Social Identity Theory	-Reflective Exercise 1 -Module 4 Post-test -Reflective Exercise 4
SLO 3: Understanding why globally competent leadership is critical in modern society.	Module 2: Inclusive Leadership (Moss, 2019)	-Reflective Exercise 2

<b>Learning Objectives and Competencies</b>	<b>Materials to Read or Review</b>	<b>Assignments</b>
SLO 4: Application of the principles of inclusive leadership to real-world scenarios.	All materials from modules 1-6	-Final Project -Course Post-test