



FACULTY OF LIBERAL ARTS AND PROFESSIONAL STUDIES  
SCHOOL OF HUMAN RESOURCES MANAGEMENT

# AP/HRM3450 B (Online)

EQUITY, DIVERSITY AND INCLUSION IN THE WORKPLACE

## FALL 2019

**PRELIMINARY** COURSE OUTLINE

Please check back at the **beginning of the term** for a more detailed outline.  
**Scroll down for Midterm Exam information.**

# Hello and welcome!

This syllabus includes basic information about our course. The course website, with additional details, will be available closer to the start of the term.

### **WELCOME TO THE COURSE!**

*While some take for granted that inclusion is a common value, recent events, media headlines and social media feeds clearly indicate that resistance to diversity and alive and well. Looking around us – in our online classes, in our regular classes and in our workplaces – it is apparent that we live, learn and work in diverse environments. This diversity brings with it great opportunities as well as significant challenges. During this course will develop basic understanding of the impact of diversity on workplace experiences, employment equity and inclusion. We will learn about the basic theoretical perspectives that inform our understanding of these concepts, and examine diversity and inclusion of specific identity groups.*

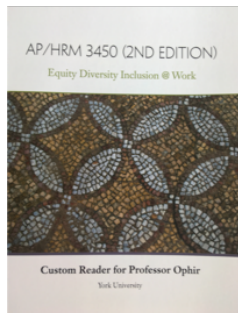
*Our online discussions and activities rely on your advance preparation of the assigned readings. Your active participation in online discussion is expected. The course will also include groupwork. **When planning for this fall term, budget time for your own individual work, as well as working with your group member(s).** If you have any concern with your performance, or ability to complete the course successfully, please contact Dr. Ophir earlier in the course rather than later.*

***The course is built into several content modules, with assignment and discussion deadline throughout the term. The modules, readings, expected assignments and discussions, and deadlines will be posted in the full outline closer to the start of the term.***

*In a course on diversity and exclusion it is especially important that we create and maintain **a safe learning environment** in the course space – a safe place for learning and discussion; a place where individual thoughts and ideas are appreciated; a space where personal feelings, beliefs, perspectives and positions are **respected**. All are expected to conduct themselves in a manner that is respectful of others and of themselves.*

*I look forward to meeting each and every one of you on-line, and having a meaningful learning experience. I am accessible for on-campus meetings as well.*

Ron ☺

**REQUIRED COURSE TEXTBOOK/READINGS**

All chapter readings are included in the **SECOND EDITION** of a **Custom Reader** for the course. The Custom Reader is available for purchase at the University Bookstore:

***AP/HRM3450: Equity Diversity Inclusion @ Work (2nd ed.)***  
(ISBN 978-0-17-678316-7)

If you need to have the book shipped to you, please make arrangements in advance. Limited copies available for 2-hour loan at through **library reserves @** Bronfman Library.

**COURSE EVALUATION**

Your course grade will be based on several components:

On-Line Assignments (OA)	10%	(dates to be available on the full outline)
Participation (PA)	10%	(dates to be available on the full outline)
Group Project	10%	(due close to the end of the term, date TBA)
Midterm examination:	25%	(on campus, <b>Sunday, October 6, 2019, 11:00am</b> )
Final Examination:	45%	(on campus, formal exam period, <b>Dec. 5-20, 2019</b> )

Description of components will be provided in the full outline closer to the start of the term. Dates and weighting of the components may change (adjustments may be posted by September 18, 2019, at the latest). Please mark your calendar now and check on updates closer to the start of the term.

**SELECTED SCHOOL & UNIVERSITY INFORMATION AND POLICIES**

- ▶ **Getting support when you need it:** Visit the following sites for various information resources that are available to you (academic and non-academic):
  - Manage your Academic Record: <http://myacademicrecord.students.yorku.ca/>
  - Learning Commons: <http://learningcommons.yorku.ca/>
  - Writing Centre: <http://writing-centre.writ.laps.yorku.ca/>
  - Student Accessibility Services: <http://accessibility.students.yorku.ca/>
  - Student Counselling & Development: <https://counselling.students.yorku.ca/>
  - Mental Health and Wellness at York: <http://mhw.info.yorku.ca/>
  - Office of Student Community Relations: <http://oscr.students.uit.yorku.ca/>
  - Additional student resources: <http://laps.yorku.ca/student-resources/>
- ▶ For **important sessional dates**, please refer to: <http://registrar.yorku.ca/enrol/dates/>
- ▶ **Religious Accommodation:** York University is committed to respecting the religious beliefs and practices of all members of the community, and making accommodations for observances of special significance to adherents. **Students seeking religious accommodation should pursue their request in timely fashion.** For deadlines and additional information on religious accommodation, please visit: <https://w2prod.sis.yorku.ca/Apps/WebObjects/cdm.woa/wa/regobs>.

(Continued on the next page)

- ▶ **Academic Accommodation for Students with Disabilities:** Accommodation and support for students with learning, mental health, physical, sensory, or medical disabilities is guided by the principles laid out in [York's Policy on Academic Accommodation for Students with Disabilities](#):

Students who seek such accommodation for their academic studies must be registered with **Student Accessibility Services**. This office arranges for academic accommodations and provides support to students with documented disabilities on the Keele Campus. Registered students will receive a Letter of Accommodation, outlining the nature and recommendation of their accommodation. To register with Student Accessibility Services, students should upload their disability-related documentation to the online registration form at: <https://accessibility.students.yorku.ca>.

Once registered with Student Accessibility Services, students are responsible to arrange for their accommodation in advance and in a timely fashion, based on the accommodations suggested in their letter of accommodation. Accommodations provided shall be consistent with the guidelines established in York's policy, preserving the academic integrity of the curriculum and the academic standards of courses and programs.

- **Exams, when relevant:** Please register for your examination date(s) with Alternate Examination Centre (<http://altexams.students.yorku.ca/>) within the deadlines specified by the Centre. Any rescheduling requests should be submitted to 282 Atkinson with appropriate documentation.
- **Other components and aspects, when relevant:** Please inform the Course Director of your accommodation letter as soon as possible. Please note that sufficient notice is needed so that reasonable steps for accommodation can be provided.

- ▶ **Services for Mature and Part-time Students:** The Atkinson Centre for Mature and Part-time Students (ACMAPS) maintains and strengthens York University's ongoing commitment to welcome and to serve the needs of mature and part-time students. For further information and assistance visit: <http://acmaps.info.yorku.ca/>.

*Have a Great Term !!!*