

# WORKNC-42: ANTI-RACISM IN THE WORKPLACE

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**Effective Term**

Fall 2025

**CC Approval**

03/07/2025

**AS Approval**

03/13/2025

**BOT Approval**

03/20/2025

**COCI Approval**

05/22/2025

## SECTION A - Course Data Elements

**CB04 Credit Status**

Noncredit

**CB22 Noncredit Category**

Workforce Preparation

**Discipline**

| Minimum Qualifications   | And/Or |
|--|--------|
| Vocational (short-term): Noncredit (Specific Degree and Professional Experience) |        |

**Subject Code**

WORKNC - Work Experience Noncredit

**Course Number**

42

**Department**

Work Skills Noncredit (WORKNC)

**Division**

Career Education and Workforce Development (CEWD)

**Full Course Title**

Anti-Racism in the Workplace

**Short Title**

Anti-Racism in the Workplace

**CB03 TOP Code**

0899.00 - \*Other Education

**CB08 Basic Skills Status**

NBS - Not Basic Skills

**CB09 SAM Code**

D - Possibly Occupational

**Rationale**

Course updated due to renumbering.

## SECTION B - Course Description

### Catalog Course Description

Tips and tools to value and manage diversity in the workplace, with an emphasis on the dynamics of race. Overview of theoretical and legal perspectives, dimensions of diversity, the impact of diversity on the workplace. Case studies to acknowledge differences and successfully build relationships with people of diverse backgrounds.

## SECTION C - Conditions on Enrollment

### Open Entry/Open Exit

Yes

### Repeatability

Unlimited - Noncredit OR Work Experience Education

### Grading Options

Pass/No Pass Only

### Allow Audit

No

## Requisites

## SECTION D - Course Standards

### Is this course variable hour?

No

### Total Instructional Hours

9

## Distance Education Approval

### Is this course offered through Distance Education?

Yes

### Online Delivery Methods

| DE Modalities   | Permanent or Emergency Only? |
|-----------------|------------------------------|
| Entirely Online | Permanent                    |
| Hybrid          | Permanent                    |

## SECTION E - Course Content

### Student Learning Outcomes

| Upon satisfactory completion of the course, students will be able to: |   |
|---|---|
| 1.  | Understand and value the importance of diversity and racial diversity in society and in the workplace.  |
| 2.  | Utilize an understanding of interpersonal dynamics and intercultural competence to effectively communicate verbally and nonverbally in the workplace. |
| 3.  | Understand required workplace procedures, state and federal employment laws.  |

### Course Objectives

| Upon satisfactory completion of the course, students will be able to: |   |
|---|---|
| 1.  | Delineate the historical evolution of the concept of race.  |
| 2.  | Explain race as a social construct and how it functions to uphold systemic inequality.  |
| 3.  | Define "anti-racist" and provide examples of anti-racist activism.  |
| 4.  | Explain the basic principles of effective communication for individuals and groups in an organizational setting, including the impacts of culture and gender on verbal and nonverbal communication. |
| 5.  | Adapt verbal and nonverbal behaviors to communicate more effectively in diverse workplaces.   |
| 6.  | Understand current practices in diversity management and training and evaluate some of those practices.   |

7. Assess their own perceptions and stereotypes.
8. Identify practical approaches to apply theoretical knowledge in the workplace.

### Course Content

1. Theoretical and historical foundations of race and anti-racism
  - a. Definitions
  - b. How race functions in societies, including analysis of intersectionality
  - c. Principles of anti-racism
2. Communicating in the Workplace
  - a. Definitions and Practice
  - b. Verbal and Nonverbal language
  - c. Intercultural Competence
3. Diversity management and training in organizations: successes and failures
  - a. Lack of policies and procedures
  - b. Lack of clear reporting practices
  - c. Employee Retention and Recruitment
4. Skill development
  - a. Understanding differences
  - b. Temperament styles as it relates to socialization and cultural differences
5. Assessing organizations

### Methods of Instruction

#### Methods of Instruction

| Types      | Examples of learning activities      |
|------------|--------------------------------------|
| Group Work | Individual and group problem solving |
| Discussion | Case analysis                        |
| Activity   | Role playing and class simulations   |

#### Instructor-Initiated Online Contact Types

Announcements/Bulletin Boards  
 Chat Rooms  
 Discussion Boards  
 E-mail Communication  
 Telephone Conversations  
 Video or Teleconferencing

#### Student-Initiated Online Contact Types

Chat Rooms  
 Discussions  
 Group Work

#### Course design is accessible

Yes

### Methods of Evaluation

#### Methods of Evaluation

| Types         | Examples of classroom assessments |
|---------------|-----------------------------------|
| Essays/Papers | Oral and/or written case analysis |
| Projects      | Oral and/or written action plan   |
| Portfolios    | Journal entries                   |

## Assignments

### Reading Assignments

Application of theoretical concepts in analyses of texts

### Writing Assignments

Journaling

### Other Assignments

Quizzes

Weekly Practice - Each week students will be given weekly practice assignments that explore the students' understanding of interpersonal workplace dynamics, and intercultural competencies

## SECTION F - Textbooks and Instructional Materials

### Material Type

Other required materials/supplies

### Description

Handouts

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### Material Type

Textbook

### Author

Robert Branson & Tommy Lott

### Title

The Idea of Race

### Edition/Version

1st edition

### Publisher

Hackett Publishing Company, Inc.

### Year

2000

### Rationale

Canonical text in race theory

### ISBN #

0872204588

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### Material Type

Textbook

### Author

Daniel Martinez HoSang, Oneka LaBennett, & Laura Pulido

### Title

Racial Formation in the Twenty-First Century

### Edition/Version

First edition

### Publisher

University of California press

**Year**

2012

**Rationale**

Canonical text in race theory

**ISBN #**

9780520273443

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**Material Type**

Textbook

**Author**

Ella Smith &amp; Stella Nkomo

**Title**

Our Separate Ways

**Publisher**

Harvard Business Review Press

**Year**

2003

**Rationale**

Principle text for illustrating intersectionality in the workplace

**ISBN #**

ISBN-13 978-1591391890

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**Material Type**

Open Educational Resource (OER)

**Author**

Patrick Bosworth

**Title**

The Power of Good Communication in the Workplace

**Publisher**

Leadership Choice

**Year**

2021

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**Course Codes (Admin Only)****CB00 State ID**

CCC000639383

**CB10 Cooperative Work Experience Status**

N - Is Not Part of a Cooperative Work Experience Education Program

**CB11 Course Classification Status**

J - Workforce Preparation Enhanced Funding

**CB13 Special Class Status**

N - The Course is Not an Approved Special Class

**CB23 Funding Agency Category**

Y - Not Applicable (Funding Not Used)

**CB24 Program Course Status**

Program Applicable

**Allow Pass/No Pass**

Yes

**Only Pass/No Pass**

No