

Gender in the Workplace
Mary Baldwin University
MBU ONLINE
BUAD 250 WA
FALL 2021, 7-WEEK format

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Mary Baldwin University
Online Offering, FALL Semester, 2021, 7 WK
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(conference availability by phone or Zoom upon request)

Course Description:

The goal of this course is to enable students to heighten awareness and understanding of gender identity and perception of gender roles, especially as we consider the changing nature of the work environment. The course provides an overview of concepts, terminology, and research related to gender identity and gender roles as valuable background to then address the impact of gender in the workplace. We will explore workplace dynamics and identify both real and perceived impact of gender on career development and life planning. In addition, there will be an intentional exploration of strategies and tools to help students create a pathway to success—with success to be uniquely defined by the individual.

Objectives:

- *To raise awareness of issues related to power, inequalities, and prejudice, including stereotyping and sexism, among other topic areas.*
- *To understand how historical perceptions of women can affect women who are currently employed in managerial or leadership positions and those aspiring to reach positions of influence.*
- *To become aware of the challenges many individuals face as managers and explore leadership style development and positioning one's self to lead.*
- *To explore perceived and real barriers to career mobility and explore concepts such as the "glass ceiling" and issues of pay inequity.*
- *To understand the importance of networking and developing "mentoring" relationships.*
- *To gain insight into important practices such as negotiation and political game playing in organizations.*
- *To identify issues relating to life as part of a dual career couple and explore the concept of work and family life integration.*
- *To raise awareness of the practice of sex discrimination and identify strategies for dealing with issues such as sexual harassment in the work environment.*

- *To understand the importance of developing a personal professional development plan and explore how success might look different for each of us.*

Required Resource Materials:

- 1) **Gender: The Basics**, by Hilary M. Lips, publisher: Routledge, 2019, ISBN-13: 978-1138036895.

Note: This book will provide significant information that is becoming more and more relevant in our workplaces, our schools, and the broader environment.

- 2) **The Next Generation of Women Leaders**, Selena Rezvani, publisher: Praeger, 2010, ISBN: 978-0-313-37666-5

Note: This resource provides a wealth of information that will be beneficial to those of any gender identification. Selena Rezvani, the author, and, in 2008 an eager graduate student who sought to find out from others (30 women CEOs, CFOs, COOs, chairs, presidents, and executive vice presidents, specifically), how they navigated, attained success and propelled careers in this complex world.

Additional note: As a faculty member, I have been using this text since 2012, and it has been praised by students who identify in various ways. Many students have felt so strongly about the value of its content that they have gone on to share the book with others in their lives.

WE WILL UTILIZE SEVERAL OTHER RESOURCES: (see special notes below)

- 1) <https://hbr.org/2021/01/9-trends-that-will-shape-work-in-2021-and-beyond>
Please glance through the article written by Brian Kropp
- 2) <https://www.payscale.com/data/gender-pay-gap>
Please read the Executive Summary available via the above link
- 3) <https://www.ceo-review.com/what-women-want-in-the-workplace-in-2021/>
Please read this online piece (link above),
and then watch the Indra Nooyi video from 2019
- 4) **Indra Nooyi, former CEO of PepsiCo: Truths from the Top, April 12, 2019, 22 ½ minutes**
https://www.youtube.com/watch?v=AS_THnmaQ7I
- 5) **It's The Manager**, Gallup Press, 2019, ISBN 978-1-59562-224-2 **Note:** We will primarily access excerpts from “The Future of Work” section of the text. Material will be posted on the online portal, adhering to copyright regulations.

Some students may be interested in direct purchase of this resource for the timeliness of its overall content and the inclusion of an access code for the *Clifton Strengths assessment*—a valuable resource for personal and professional growth. (However, this resource is NOT required)

GRADING:

Responses to Assigned Online Research Material & Selected Clips of Business Leaders—posts will be made <u>via the Canvas discussion tool</u> (5 responses X 50 pts each)	250 pts
Collection of Responses to Questions based on <u>Gender: The Basics</u> (5 responses X 50 pts each)	250 pts
Discussion Entries—<u>via Canvas discussion tool</u> based on <u>Next Generation</u> book/readings (5 responses X 50 pts each)	250 pts
FINAL EXAM (discussion-based, open book/resource)	250 pts

GRADING SCALE: (1000 course pts possible—final grade will be scaled to a 100 pt grade scale—below)

A	93-100	C+	77-79
A-	90-92	C	73-76
B+	87-89	C-	70-72
B	83-86	D+	67-69
B-	80-82	D	60-66
		F	below 60

PURCHASE OF TEXTS:

You can purchase our two required resources through online ordering via the Mary Baldwin University Online vendor or other on-line services such as amazon.com. **You will need to initiate your own orders/purchase. Please allow plenty of lead time for textbook shipment and delivery. MBU bookstore orders often require a significant amount of lead time.**

Conferences and Communication:

I will be available for phone conferences or Zoom appointments. (Please email me to schedule a time and date, if you wish to connect in this way.) We will have weekly contact via our online portal through discussion and feedback on Canvas. I will prompt

discussion and will enter the conversation as appropriate. I may not reply immediately to individual “threads,” but I will be active in monitoring discussion and will send summary comments once a week via the online portal. I will also be in contact with you during the semester via email, as we discuss material.

Plagiarism:

Students are expected to adhere to the Mary Baldwin University Honor Code. Details can be found in the Student Handbook. **Refer to Mary Baldwin University Policy. It is critical that you submit your own work, adhering to the proper guidelines for referencing outside sources and text resources you have used.**

MORE DETAILS RE: COURSE COMPONENTS

Gender: The Basics-- (book)

This book is interesting and engaging. It provides a much-needed foundation regarding gender understanding (and historical development of this understanding), as well as an overview of concepts and terminology relevant to a gender studies course. Specifically, we will be covering the following chapters in this book:

- Gender: everybody has/does one
- Power, inequalities, and prejudice
- The gendered workplace
- Gender, leadership, and public life

You will be given questions/prompts to answer on your own—to submit as a word doc or pdf. The questions/prompts will be given to you in several successive weeks via the CANVAS portal for our course. Please continue to “add” your new responses to your originally established doc (Microsoft Word or a pdf) until all the assignments from this resource are completed.

IMP NOTE: You will upload your completed document (containing all responses to selected material from *Gender: The Basics* by the “specified due date.” All work will be submitted using our CANVAS portal for the course.

NOTE: Please stay on the recommended schedule for completing these assignments, rather than trying to complete them all at once. I believe it will be a more productive learning experience for you!

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**Discussion entries based on
The Next Generation of Women Leaders (NGWLs) book**

This book is a very user-friendly and enjoyable read. **We will be reading and responding with significant points pertaining to two chapters at a time.** It is my hope that you will think about and note ways in which you may be able to use this information in your life and your career. **You will be asked to share several of your significant points for chapters identified on specified weeks/Modules using online discussion entries on CANVAS.**

I will set a schedule of target “due dates” for entries or threads. The purpose of the discussion area is to share significant information and to learn from each other.

IMPORTANT NOTE/SUGGESTION: Please plan to enter your discussion post/s for the chapters earlier than the due date, if at all possible. Then, enter your responses to one or two other student within 24 hours of the due date each week.

Please stay on schedule. It will be a more enjoyable and productive learning experience for everyone!

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Graded Entries—Online Discussion

SUBMISSION OF “DISCUSSION” COURSE WORK ON CANVAS

(Expectations and Penalty for Late Entries)

Important Note: opportunity to respond to online discussions and earn any degree of credit for your entries will end by 11:59 pm, 8 days beyond original due date, unless there is formal documentation of circumstances such as serious illness or personal matter.

Grading based on “Discussion” feature of Canvas (primarily, but not exclusively, related to our *Next Generation of Women Leaders* text.)

- **ON TIME--Maximum points will be awarded** for each fully developed response delivered on the discussion board on time. **Please note:** the expectation for the assigned discussion is also that you will engage in some type of additional exchange with at least one other student, after your primary response had been submitted. Responses should always be respectful in nature.
- **LATE ENTRIES--Points will be awarded for late entries with a specified degree of grade penalty.** Each student is automatically extended a “grace period” of 12-24 hours beyond the due date/time of 11:59 pm on the

“calendar due date.” Full credit can be awarded if submitted the following day. (This grace period allows for “spotty” Internet connectivity issues or last-minute “crunch” time!)

However, work submitted after the grace period, but within seven (7) additional calendar days, will be subject to a 40% grade penalty. (For example—if the discussion entry is valued at a maximum of 50 points, the penalty would be a deduction of 20 points—thus, 30 points would be awarded for the complete, but late entry.)

- **POINTS WILL NOT BE AWARDED FOR ENTRIES THAT EXCEED THE ACCEPTABLE LATE PERIOD (see the explanation directly above)**

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Final Exam: This will consist of a **several discussion questions** based on material we have covered throughout the semester. **This may include *Discussion of NGWLs* content, as well as content from the Microsoft Word or pdf created by each student based on our text, *Gender: The Basics*. It may also include responses to excerpts from a book called: It’s The Manager, Gallup Press, 2019, ISBN 978-1-59562-224-2**

- **Note:** Selected excerpts from the section “The Future of Work” (excerpts available to you pertaining to the questions we will address). Look for an uploaded file posted to our online course portal. Exam prompts will be embedded in this posted document.

The final exam is designed to be an open book/open notes exam. I am anxious to find out what you are taking away from this course! The final will be posted online via our online course portal and there will be a place for you to submit it.

Syllabus: created for **Fall 2021/7-Week course**, 7-5-2021; updated Aug 6, 2021