



Administrative Procedure

Procedure Name	Diversity-Designated Courses
Procedure Number	302.03
Date Adopted	06/17/2024
Date(s) Revised	

Requirements

For a course to carry the Diversity Designation at GHC, it needs to have a substantial focus in at least two of the following knowledge criteria and assess at least two of the following skill areas.

Knowledge

The course content must have a substantial focus in at least two of the following areas:

1. One or more groups (or aspects of the culture of those groups) that have been historically excluded on the basis of culture, race, ethnicity, gender, sexual orientation, class, disability, religion, immigration status, national origin, or age
2. Exploration of institutional power and privilege as it relates to prejudice, inequality, and the impact of discrimination, including the impact of these inequalities on marginalized groups
3. Exploration and celebration of historical and contemporary contributions (stories, cultures, perspectives, strategies) made by marginalized individuals, groups, and movements
4. Exploration of the ways in which group identities and memberships are socially constructed and understanding of the ways in which this perpetuates inequity

Skills

The course material and evaluation methods must address at least two of the following areas:

1. Develops communication and engagement skills related to the difficult conversations about diversity, inclusion, and social justice
2. Demonstrates problem solving and/or conflict resolution skills related to diversity and inclusion
3. Critiques one's own position in relation to social power and the ways in which one's behavior either contributes to, or helps to dismantle, systems of oppression
4. Applies the knowledge of implicit and explicit bias, microaggressions, and prejudice for the purposes of advocacy and allyship

Sources:

University of Rhode Island Diversity & Inclusion General Education Rubric

Green River College – Diversity Course Criteria

Note: These criteria were vetted by the DAC and faculty in the 2021-2022 academic year

Process for Establishing D Designated Classes

- A faculty member and/or division identifies a proposed diversity class and submits an application to the designated subcommittee of the Diversity Advisory Committee/CP#3 for the D Designation. The application should include:
 - a statement of intent explaining how the course will meet the criteria
 - the course syllabus
 - at least two samples of lessons or course materials that demonstrate how the course will meet the requirements
 - a sample assessment that demonstrates the way the course will meet the requirements
- The DAC subcommittee then works with the instructor/division, in a mentoring capacity, to ensure that the proposed class meets the requirements for a diversity designated class.
- The DAC subcommittee then makes a formal recommendation that the course be approved or not approved as a Diversity Designated course. This formal recommendation can indicate any required changes or additions that need to be made to the course before it moves on to the next step of the curriculum development process.
- The proposal for the D designation for the course is then submitted to the Division, the Division Chairs, and Instructional Council for review and approval in keeping with the current process and policies for course changes and additions, with the understanding that the role of each level would be to ensure that the division/instructor made the changes recommended by the DAC subcommittee, that the course met the Diversity Designated class criteria, and that it met any division or program requirements.
- After going through the approval process, all courses with a D Designation should be reviewed in keeping with course and program review to ensure that they continue to meet the requirements for Diversity Designated classes.