

Syllabus for WORK-230

Anger Management for the Workplace

Course Information

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| Semester & Year: | Fall 2019 |
| Course ID & Section #: | WORK 230-E9256 |
| Instructor's name: | Mark GOLDHAWK, MS |
| Day/Time or *Online: | M/F 7-10PM |
| Location or *Online: | HCCF-Eureka |
| Number of units: | NON-CREDIT COURSE |

Instructor Contact Information

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|-----------------------------|-----------------------------------|
| Office location or *Online: | |
| Office hours: | N/A |
| Phone number: | N/A |
| Email address: | Mark-Goldhawk@Redwoods.edu |

Required Materials

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| Textbook Title: | Teacher generated materials (handouts, videos, power point, etc.) |
| Edition: | N/A |
| Author: | N/A |
| ISBN: | |
| Other requirements: materials, equipment or technology skills: | None |

Catalog Description

A course in anger and the various forms of aggression in the work environment. This course addresses the differing types and definitions of forms of anger and how these are manifested in the workplace. Topics include looking at causes of anger and ways to deal with anger. Students will also explore methods for controlling and preventing workplace anger and violence.

Course Student Learning Outcomes *(from course outline of record)*

- 1. List a number of ways to avoid or minimize problems of anger in the workplace.**
- 2. Describe warning signs that indicate employees who are at risk for aggression and/or violence.**
- 3. Create a plan for management of anger in the workplace considering appropriate responses to anger in the workplace, prevention programs, and guidelines for reducing threat of violence.**

Evaluation & Grading Policy

NON-CREDIT class. Students participating in this course will be entered as "satisfactory."

Prerequisites/co-requisites/ recommended preparation

No prerequisites or preparation needed for this course.

***ONLINE REQUIREMENTS - The following are required online courses but are recommended for all (see * in contents).**

Special accommodations statement

College of the Redwoods complies with the American with Disabilities Act in making reasonable accommodations for qualified students with disabilities. Please present your written accommodation request at least one week before the first test so that necessary arrangements can be made. No last-minute

arrangements or post-test adjustments will be made. If you have a disability or believe you might benefit from disability related services and may need accommodations, please see me or contact Disabled Students Programs and Services (DSPS). Students may make requests for alternate media by contacting DSPS at 707-476-4280.

Student feedback policy

Communication to students will be provided in class hours only. Instructor absence from scheduled class will be announced by the HCCF unit Correctional Deputy.

Proctored Exams

N/A-there are no exams in this course.

Student Accessibility Statement and Academic Support Information

Academic support is available at Counseling and Advising and includes academic advising and educational planning. Academic Support Center for tutoring and proctored tests, and Extended Opportunity Program & Services for eligible students, with advising, assistance, tutoring and more.

Disruptive Behavior

Student behavior or speech that disrupts the instructional setting will not be tolerated. Disruptive conduct may include, but is not limited to: unwarranted interruptions; failure to adhere to instructor's directions; vulgar or obscene language; slurs or other forms of intimidation; and physically or verbally abusive behavior. In such cases where the instructor determines that a student has disrupted the educational process, a disruptive student may be temporarily removed from class. In addition, the student may be reported to the Chief Student Services Officer or designee. The Student Code of Conduct (AP 5500) is available on the College of the Redwoods website. Additional information about the rights and responsibilities of students, Board policies, and administrative procedures is located in the College Catalog and on the College of the Redwoods website.

Policies for this Class

Class participation and Attendance policy

To be successful you must participate. To participate you must a) show up, and b) speak up. Showing up means being prepared and present for the whole class from beginning to end. Speaking up means a) contributing to class discussions, b) engaging in class activities, c) completing assignments, and d) meeting deadlines.

Attendance will be taken at the start of every class and is provided to HCCF Classification/Programs staff on a weekly basis.

The last class for this section: 12-20-19

Gender-Inclusive Language in the Classroom

College of the Redwoods aspires to create a learning environment in which all people feel comfortable in contributing their perspectives to classroom discussions. It therefore encourages instructors and students to use language that is gender-inclusive and non-sexist to affirm and respect how people describe, express, and experience their gender. Just as sexist language excludes women's experiences, non-gender-inclusive language excludes the experiences of individuals whose identities may not fit the gender binary, and/or who may not identify with the sex they were assigned at birth. Gender-inclusive/non-sexist language acknowledges people of any gender (for example, first year student versus freshman, humankind versus mankind, etc.), affirms non-binary gender identifications, and recognizes the difference between biological sex and gender expression. Students have the ability to have an alternate first name and pronouns to appear in Canvas. Contact [Admissions & Records](#) to request a change to your preferred first name and pronoun. Your Preferred Name will only be listed in Canvas. It does not change your legal name in our records. See the [Student Information Update form](#).

EMERGENCY Procedures:

Please follow HCCF emergency procedures per Correctional Deputy directives.