

## MGMT 368W: Business Ethics

<b>Location:</b>	Elgin
<b>Address:</b>	at Elgin Community College, 1700 Spartan Dr. E205 Elgin, IL 60123-7193
<b>Section:</b>	19FALL2/MGMT/368W/AIL5
<b>Semester Credit Hours:</b>	3
<b>Class Day(s) and Time(s):</b>	Tuesday 6:00 PM - 10:00 PM from October 21, 2019 to December 14, 2019

### Syllabus Contents

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### Course Information

#### Catalog Description

Analysis of principles used to evaluate ethical issues facing today's business community as well as to formulate possible solutions. This course satisfies the General Education Ethics requirement for Business Administration and Computer Information Systems majors.

**Prerequisite:** MGMT 230 and ENGL 133W.

#### Additional Notes

Please Note: Our class will meet in K-163. Class meets every Tuesday, from 6p-10pm. This course is presented in the "CTEP format". In addition to class attendance & participation, exams, and written assignments, you will have to answer "Discussion Questions" on-line in our course shell (On-line Learning Activity). These discussion questions will total 15% or 150 points of the total 1000 points for the class. The instructor will explain these requirements and show students how to access these Discussion Questions in the course shell during Week #1.


**\*\*Again, you will have to complete these Discussion Questions OUTSIDE of class.\*\***

MGMT 368 is a "Writing Intensive Course". Writing Intensive Courses are designed to help you improve your writing. I will provide each student with individual feedback on his or her writing throughout the course and we will have some specific activities to help reinforce good, solid academic writing.

Important Note: Please be sure to read the entire syllabus. Pay special attention to the sections on ETEXTS, BOOKSTORE, AND TECHNICAL SUPPORT. The instructor will review the syllabus and provide an eText orientation on the first evening of class. The instructor will provide access to his eText highlights and notes to help the students prepare for their exams and to enhance the course material/class lectures and discussions. Please be sure to click on the link provided to you by your instructor to "follow" the highlights.

### Textbooks

As part of Truition<sup>SM</sup>, students will receive their course materials automatically as described below.

 Shaw/Barry. (2016). *Moral Issues in Business* (13th). Cengage. eText

### Bookstore Information

Visit <https://www.ccis.edu/bookstore.aspx> for details.

#### eText Information

If a course uses an eText, (see textbook information above) the book will be available directly in Desire2Learn (D2L) seven days before the session begins, if registered for courses prior to that date. Upon first login to VitalSource, students should use their CougarMail email address; alternate email addresses cannot be used. More information about how to use the VitalSource platform, including offline access to eTexts, can be found in D2L.

#### Physical Course Materials Information

Students enrolled in courses that require physical materials will receive these materials automatically at the shipping address on file with Columbia College. Delivery date of physical materials is dependent on registration date and shipping location. Please refer to confirmation emails sent from Columbia College for more details on shipping status.

**Returns:** Students who drop a class are responsible for returning any physical course materials that were shipped. To initiate a return, visit [Ingram Returns](#) to generate a pre-paid return label. Materials from dropped courses must be returned within 30-days of receipt. **Failure to return physical items from a dropped course will result in a charge to the student account for all unreturned items.**

**Note:** Students who opt-out of having their books provided as part of Truition<sup>SM</sup> are responsible for purchasing their own course materials.

### Technology Requirements

**THIS IS A TECHNOLOGY-ENRICHED COURSE WHICH COMBINES IN-SEAT INSTRUCTION WITH ONLINE LEARNING.**

Participation in this course will require the basic technology for all classes at Columbia College:

- A computer with reliable internet access
- A web browser
- Acrobat Reader
- Microsoft Office or another word processor such as Open Office

For more information, see [technical requirements](#).

### Course Learning Outcomes

1. Describe widely accepted consequential and non-consequential theories of ethics in a business context.
2. Evaluate the strengths and weaknesses of major theories of ethics.
3. Analyze ethical dilemmas in business.
4. Evaluate the economic approach and critiques of capitalism.
5. Describe and critique various competing theories of justice.

### Grading

#### Grading Scale

Grade	Points	Percent
A	900 - 1000	90-100%
B	800 - 899	80-89%
C	700 - 799	70-79%

D	600 - 699	60-69%
F	0 - 599	0-59%

### Grade Weights

Assignment Category	Points	Percent
Online Learning Activity	150	15%
Quizzes	300	30%
Homework	250	25%
Papers	200	20%
Participation	100	10%
<b>Total</b>	<b>1000</b>	<b>100%</b>

### Schedule of Due Dates

#### Week 1

Assignment	Points	Due
Discussion 1	20	10/29/2019
Read Chapters 1 & 2	--	10/22/2019
Homework Chapter 1 Case, Just drop off the Key Lee	14	10/29/2019
Homework Chapter 2 Case, Hacking into Harvard	14	10/29/2019
Participation	12	10/22/2019

#### Week 2

Assignment	Points	Due
Discussion 2	20	11/5/2019
Quiz Chapters 1 & 2	57	10/29/2019
Read Chapter 3	--	11/29/2019
Homework, Chapter 3 Case, Poverty in America	21	11/5/2019
Participation	13	10/29/2019

#### Week 3

Assignment	Points	Due
Discussion 3	20	11/12/2019
Paper on Ethics and the Ford Pinto	100	11/5/2019
Quiz on Chapter 3	57	11/5/2019
Read Chapters 4 and 5	--	11/5/2019
Homework Chapter 4 Case, One Nation under Walmart	22	11/12/2019
Participation	12	11/5/2019

#### Week 4

Assignment	Points	Due
Discussion 4	20	11/19/2019
Quiz on Chapters 4 and 5	56	11/12/2019
Read Chapter 6	--	11/12/2019
Homework Chapter 6, Closing the Deal	21	11/19/2019
Participation	13	11/12/2019

#### Week 5

Assignment	Points	Due
Discussion 5	20	11/26/2019

Assignment	Points	Due
Read Chapter 6	21	11/19/2019
Read Chapters 7 and 8	--	11/19/2019
Homework Chapter 8 Case, Have gun will travel to work.	21	11/26/2019
Participation	12	11/19/2019
<b>Week 6</b>		
Assignment	Points	Due
Discussion 6	20	12/3/2019
Quiz on Chapters 7 and 8	56	11/26/2019
Read Chapter 9	--	11/26/2019
Homework Chapter 9 Case, She snoops to Conquer	21	12/3/2019
Participation	13	11/26/2019
<b>Week 7</b>		
Assignment	Points	Due
Discussion 7	30	12/10/2019
Paper on the Ethics of Sales	50	12/3/2019
Quiz on Chapter 9	56	12/5/2019
Read Chapters 10 and 11	--	12/3/2019
Homework Chapter 11 Case, Consenting to Sexual Harassment	22	12/10/2019
Participation	12	12/3/2019
<b>Week 8</b>		
Assignment	Points	Due
Presentation of Paper, The ethics of Sales	50	12/10/2019
Quiz on Chapters 10 and 11	56	12/10/2019
Participation	13	12/10/2019
<b>Total Points: 1000</b>		

## Assignment Overview

### Online Component Summary and Expectations

As part of this course, you will complete seven discussions. You must submit your initial post to each discussion prior to responding to other posts. Your posts should be answered in full detail and professional while respecting other students' thoughts and feelings.

You must provide at least two substantive responses to classmates' posts in each discussion. Substantive responses go beyond "Great point!" or "I agree." These responses will add to your classmates' posts and increase the discussion taking place. Responses that are not deemed substantive will not receive credit.

Spelling and grammar are important in both your initial posts and responses. Text speak/slang/abbreviated words are not acceptable. In addition, be sure to cite appropriately when providing examples or referencing sources.

### Assignments

#### **Case studies:**

Each week you will be assigned a case about ethics and ethical behavior:

- Week 1 "Just Drop off the Key Lee"
- Week 1 "Hacking into Harvard"
- Week 2 "Poverty in America"

- Week 3 "One Nation under Walmart"
- Week 4 "Closing the Deal"
- Week 5 "Have Gun will Travel to Work"
- Week 6 "She Snoops to Conquer"
- Week 7 "Consenting to Sexual Harassment"

Each Case will be prepared with four (4) parts:

1. Summarize the problem
2. Propose Solution Options
3. Expected Results
4. Conclusion

The key components of a winning study, including the core problem, the solutions, results, and the appropriate tone, answer that question persuasively to the reader's satisfaction.

I will be providing feedback on each Paper to help you improve in your analysis skills and writing skills.

### **Papers:**

There are two Papers assigned in this class:

- Paper #1: Ethics of the Ford Pinto, Due 11/5/2019, Week 3
- Paper #2: The Ethics of Sales, Due 12/3/2019, Week 7
- Paper #2: Will be presented to the class in Week #8

I will be providing feedback on each Paper to help you improve in your analysis skills and writing skills.

Your grade will be predicated on you ability to analyze the case in four areas:

1. Summarize the problem
2. Propose Solution Options
3. Expected Results
4. Conclusion

### **Examinations**

Quizzes will be weekly starting in week two (2) as follows:

- Week two = Quiz on Chapters 1 & 2
- Week Three = Quiz on Chapter 3
- Week four = Quiz on Chapters 4 & 5
- Week five = Quiz on Chapter 6
- Week six = Quiz on Chapter 7 & 8
- Week seven = Quiz on Chapter 9
- Week eight = Quiz on Chapters 10 & 11

## Course Outline

Click on each week to view details about the activities scheduled for that week.

### **Week 1: October 22nd, 2019**

#### **Discussion 1**

#### **Intro to Ethics**

Where do we learn our ethics as a child? What about as a teenager? What about as a young adult in the workplace? Are ethical values clear and universal or is there some room for debate?

#### **Read Chapters 1 & 2**

#### **Homework Chapter 1 Case, Just drop off the Key Lee**

#### **Homework Chapter 2 Case, Hacking into Harvard**

#### **Participation**

## Week 2: October 29th, 2019

### Discussion 2

#### Ethical Relativism

What is Ethical Relativism? Consider abortion and the legal vs ethical debate in the US where it is legal but almost half of the people believe it is unethical. Now compare that to Catholic Ireland and Japan. What are the differences in the thought processes of those countries?

#### Quiz Chapters 1 & 2

#### Read Chapter 3

#### Homework, Chapter 3 Case, Poverty in America

#### Participation

## Week 3: November 5th, 2019

### Discussion 3

#### Utilitarianism

Define Utilitarianism and tell me about Jeremy Bentham. Does the United States military endorse this view of Ethical thinking? What are your feelings on the "Greater Good for Most" theory, do you agree with this theory?

#### Paper on Ethics and the Ford Pinto

#### Quiz on Chapter 3

#### Read Chapters 4 and 5

#### Homework Chapter 4 Case, One Nation under Walmart

#### Participation

## Week 4: November 12th, 2019

### Discussion 4

#### Kant's Theory

Who was Immanuel Kant? What is deontology and what is the main thought premise surrounding this ethical theory? How does that differ from Egoism and which is better in your opinion?

#### Quiz on Chapters 4 and 5

#### Read Chapter 6

#### Homework Chapter 6, Closing the Deal

#### Participation

## Week 5: November 19th, 2019

### Discussion 5

#### Egoism

What ethical theory did the Executives from Enron display in their actions from 1990 to their demise in 2001? Is Egoism an acceptable way to act in today's 21st Century world? Why or why not?

#### Quiz on Chapter 6

#### Read Chapters 7 and 8

#### Homework Chapter 8 Case, Have gun will travel to work.

#### Participation

## Week 6: November 26th, 2019

### Discussion 6

#### Enron

What did Dennis Kozlowski of Tyco and Jeff Skilling of Enron have in common when it came to ethics in the early 2000's? Why do some people who are making millions of dollars seem to think they need to lie, cheat and steal just to make a little

more money? What is the word I am looking for that starts with a G...?

### Quiz on Chapters 7 and 8

Read Chapter 9

Homework Chapter 9 Case, She snoops to Conquer  
Participation

## Week 7: December 3rd, 2019

### Discussion 7

#### Sarbanes Oxley Act (20 pts)

What is the main premise of this Act with respect to expected conduct of executive leadership? Why did the US Government need to come up with this legislation?

#### Course Review (10 pts)

Write a brief review of this course. What did you find most interesting to learn about? What would you recommend as improvements for the course?

#### Paper on the Ethics of Sales

Quiz on Chapter 9

Read Chapters 10 and 11

Homework Chapter 11 Case, Consenting to Sexual Harassment  
Participation

## Week 8: December 10th, 2019

Presentation of Paper, The ethics of Sales

Quiz on Chapters 10 and 11

Participation

### + Additional Resources

Online databases are available at [library.ccis.edu](http://library.ccis.edu). You may access them using your CougarTrack login and password when prompted.

#### Technical Support

If you have problems accessing the course or posting your assignments, contact your instructor, the Columbia College Technology Solutions Center, or the D2L Helpdesk for assistance. If you have technical problems with the VitalSource eText reader, please contact VitalSource. Contact information is also available within the online course environment.

- Columbia College Technology Solutions Center: [CCHelpDesk@ccis.edu](mailto:CCHelpDesk@ccis.edu), 800-231-2391 ex. 4357
- D2L Helpdesk: [helpdesk@d2l.com](mailto:helpdesk@d2l.com), 877-325-7778
- VitalSource: [support@vitalsource.com](mailto:support@vitalsource.com), 1-855-200-4146

#### Online Tutoring

Smarthinking is a free online tutoring service available to all Columbia College students. Smarthinking provides real-time online tutoring and homework help for Math, English, and Writing. Smarthinking also provides access to live tutorials in writing and math, as well as a full range of study resources, including writing manuals, sample problems, and study skills manuals. You can access the service from wherever you have a connection to the Internet. I encourage you to take advantage of this free service provided by the college.

Access Smarthinking through CougarTrack at [Students -> Academics -> Resources](#).

### ! Columbia College Policies and Procedures

The policies set forth in the [Policy Library](#) are the current official versions of College policies and supersede and replace any other existing or conflicting policies covering the same subject matter. For more information on policies applicable to students, see [Student Policies](#). For more information on policies applicable to the entire Columbia College community, see [College-Wide Policies](#).

Students are expected to read and abide by the College policies. Policies of particular interest to students include, but not limited to the following:

- Graduate Grading Policy
- Undergraduate Grading Policy
- Registration Policy and Procedures
- Withdrawal Policy
- Alcohol and Other Drugs Policy
- Family Educational Rights and Privacy Act (FERPA)

#### Additional Policies:

##### Academic Integrity and Plagiarism

Academic integrity is a cumulative process that begins with the first college learning opportunity. Students are responsible for knowing and abiding by the [Academic Integrity Policy and Procedures](#) and may not use ignorance of either as an excuse for academic misconduct. Additionally, all required papers may be submitted for textual similarity review to Turnitin.com for the detection of plagiarism. All submitted papers may be included in the Turnitin.com reference database for the purpose of detecting plagiarism. This service is subject to the Terms and Conditions of Use posted on the Turnitin.com site.

##### Disability Resources

If you have a disability that requires an accommodation, please speak with the instructor and consult the [Student Accessibility Resources](#) office. Student Accessibility Resources staff will determine appropriate accommodations and will work with your instructor to make sure these are available to you. To find additional information, see our [ADA and Section 504 Policy for Students](#).

##### Notice of Non-Discrimination and Equal Opportunity:

The College has a process through which students, faculty, staff and community members who have experienced or witnessed incidents of discrimination, harassment, or retaliation on the basis of protected status, can report their experiences to a College official. For more information, see our [Non-Discrimination and Equal Opportunity Policy and Complaint Resolution Procedure](#).

##### Title IX and Sexual Misconduct

The College is committed to addressing the issues of discrimination, harassment and sexual misconduct in the educational and workplace landscape and will continue to modify policies, procedures and prevention efforts as needed. For more information, see the College's [Title IX and Sexual Misconduct Policy](#).

#### Course Policies and Procedures:

##### Attendance Policy

Columbia College students are expected to attend all classes and laboratory periods for which they are enrolled.

For classes with an online component, attendance for a week includes submitting any assigned online activity. Assigned activities are scheduled prior to the course commencing. Assigned activity due dates are subject to change based on actual course progression and will be adjusted as necessary. Attendance for the week is based upon the date work is submitted. A class week is defined as the period of time between Monday and Sunday (except for week 8, when the work and the course will end at 11:59 PM Central Time on Saturday.) The course and system deadlines are based on the Central Time Zone.

Students are directly responsible to instructors for class attendance and work missed during an absence for any cause. If absences jeopardize progress in a course, the College reserves the right to drop or withdraw students from classes. For additional information, see the Administrative Withdrawal for Non-Attendance heading in the [Withdrawal Policy](#).

##### CougarMail

All students are provided a CougarMail account when they enroll in classes at Columbia College. You are responsible for monitoring email from that account for important messages from the College and from your instructor.

Students should use email for private messages to the instructor and other students. The class discussions are for public messages so the class members can each see what others have to say about any given topic and respond.

##### Late Assignment Policy

All classes rely on participation and a commitment to your instructor and your classmates to regularly engage in the reading, discussion and writing assignments. You must keep up with the schedule of reading and writing to successfully complete the



class.

No late assignments will be accepted without the prior approval of the instructor.

Acceptance of a late assignment is at the discretion of the instructor.

Make-up examinations may be authorized for students who miss regularly-scheduled examinations due to circumstances beyond their control. Make-up examinations must be administered as soon as possible after the regularly scheduled examination period and must be administered in a controlled environment.

### Student Conduct

All Columbia College students, whether enrolled in a land-based or online course, are responsible for behaving in a manner consistent with Columbia College's **Student Conduct Code** and **Acceptable Computing Use Policy**. Students violating these policies or any other College policy will be referred to the office of Student Affairs and/or the office of Academic Affairs for possible disciplinary action. The Student Code of Conduct, the **Student Behavioral Misconduct Policy and Procedures**, and the Acceptable Computing Use Policy can be found in the Policy Library at [ccis.edu/policies](https://ccis.edu/policies). The adjunct faculty member maintains the right to manage a positive learning environment all students must adhere to the conventions of online etiquette when enrolled in a course with an online component.