

Syllabus:

Business Ethics Fundamentals

MGMT 305-01
Spring Semester 2011
W 4:00–5:50
WC AUD

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Key Information

Professor: Dr. Paul L. Schumann

Office Hours: Tuesday, 12:00–2:00,
Wednesday, 12:00–3:30,
Thursday, 12:00–2:00,
and by appointment.

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Home Page: <http://krypton.mnsu.edu/~schumann/www/>

Desire2Learn (D2L): <https://d2l.mnsu.edu/>

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Course Description & Primary Learning Objectives

Students will learn how to identify ethical issues in business, how to analyze ethical issues using moral principles, and how to make recommendations to resolve the issues.

Students will be able to:

1. Explain why ethics is important in business and why ethical responsibilities go beyond compliance with laws and regulations.
2. Describe and apply an ethical decision-making model.
3. Describe moral principles.
4. Explain how corporate culture influences ethical decision making.
5. Explain corporate social responsibility.
6. Evaluate how to resolve ethical issues by using a framework of five moral principles: utilitarianism, rights, distributive justice, ethics of care, and virtue ethics.

Textbook

- ❖ Laura P. Hartman & Joe DesJardins, *Business Ethics: Decision-Making for Personal Integrity and Social Responsibility*, NY: McGraw-Hill/Irwin, 2008. ISBN 978-0-07-313686.

The textbook publisher (McGraw-Hill/Irwin) has a webpage with study aids: Chapter Learning Objectives, Chapter Key Terms, Chapter PowerPoint Presentations, Chapter Video DVD Segments, Web Links, Glossary Pages, and Chapter Review Quizzes:

http://highered.mcgraw-hill.com/sites/0073136867/student_view0/index.html

Structure of Class Sessions

- ❖ Class meets once a week for 105 minutes each session
- ❖ Total of 8 class sessions during this semester
 - ♦ 1 session to introduce the class (105 minutes)
 - ♦ 6 sessions of content (105 minutes each)
 - 6 topics
 - 1 session per topic
 - Before first session on a topic: Required reading assignment
 - During class session on a topic:
 - Lecture and discussion of key concepts
 - Quiz on the topic completed in class using D2L

Course Requirements

- ❖ **Topic Quizzes: 6 quizzes × 15 points each = 90 points = 100%**
 - ♦ Each quiz consists of 15 multiple choice questions worth 1 point each
 - ♦ Completed solo (no collaboration with others)
 - ♦ Closed-book and closed-note (no aids allowed)
 - ♦ Time limit of 20 minutes
 - ♦ **Must be completed in class** (unless alternative arrangements have been approved) at the end of the class session on a topic using D2L
- ❖ **Total Possible Points = 90 points = 100%**

Grades

Although I reserve the right to make adjustments, I anticipate that the grading curve will be as follows:

Grade	Percentage	Point Range
A	90%	81–90
B	80%	72–80
C	70%	63–71
D	60%	54–62
F	< 60%	0–53

Extra Credit Policy: There is no extra credit in this course.

Honor Code

Each student is expected to display professional behavior at all times. By taking this course, each student pledges:

- ❖ To be honest in every way
- ❖ Neither to give nor to receive unpermitted aid of any kind on any class work
- ❖ Not to miss class unless absolutely necessary
- ❖ To attend classes on time
- ❖ To complete all class activities on time
- ❖ To make appropriate contributions to discussions
- ❖ To use professional language
- ❖ To eliminate distractions such as cell phone use, laptop computer use unrelated to class activities, or disruptive side conversations
- ❖ To take an active part in seeing to it that all students uphold both the letter and the spirit of the Honor Code

Examples of conduct that would be regarded as violations of the Honor Code include (but are not limited to) when a student:

- ❖ Lies about the reason for missing the deadline for a class assignment or a quiz
- ❖ Takes a quiz and then tells another student (who hasn't taken the quiz yet) information about the quiz (note that in this example that both students have violated the Honor Code)
- ❖ Copies (by any means and for any reason) any of the questions (or answers) on any of the quizzes
- ❖ Attempts to circumvent D2L's (or any other information service's) security systems to gain unauthorized access to resources
- ❖ Represents the work of another as one's own work
- ❖ Fails to report violations of the Honor Code

This honor code has been influenced (including some word choice) by the Stanford University Honor Code (see: "Honor Code: Stanford University Office of Judicial Affairs, Office of the Dean of Students" at <http://www.stanford.edu/dept/vpsa/judicialaffairs/guiding/honorcode.htm>).

The policies, procedures, guidelines, and practices of Minnesota State University Mankato govern situations of disruptive classroom behavior and academic dishonesty (see: "Disruptive Classroom Behavior and Academic Dishonesty: Academic Referrals" at <http://www.mnsu.edu/conduct/referral.html>).

Additional Policies

In accordance with the policies of Minnesota State University Mankato, every attempt will be made to accommodate qualified students with disabilities. If you are a student with a documented disability, please see me as early in the semester as possible to discuss the necessary accommodations, and contact the Disability Services Office at (507) 389-2825 (v/TTY). Additional information about the services of the Disability Services Office can be found on the DSO website:

<http://www.mnsu.edu/dso/>

I may need to make changes and adjustments due to unforeseen events, such as technical problems with D2L or classes being canceled due to the weather. In such cases, I will try to notify students via e-mail or via announcements on the class D2L page.

If you are having difficulties with D2L, you should check the *D2L Status* page to see if there are any announced problems, and if so, when the problems are expected to be resolved:

<http://mnsuims.mnsu.edu/>

You are responsible for knowing the contents of this syllabus as well as all announcements made in class, via e-mail, or on the class D2L page.

I reserve the right to make changes and adjustments of any kind at any time; this includes adding additional graded assignments and exercises.

Topics

1. The Role of Ethics in Business
2. The Ethical Decision Making Process
3. Moral Principles
4. Ethics and Corporate Culture
5. Corporate Social Responsibility
6. Using Moral Principles to Make Moral Judgments

Schedule

Date	Assignment
Wednesday, January 12, 2011	<p>In Class:</p> <ul style="list-style-type: none"> ❖ Introduction to the Class
Topic #1: The Role of Ethics in Business	
Wednesday, January 19, 2011	<p>Before Class:</p> <ul style="list-style-type: none"> ❖ Submit via e-mail the “Introducing Yourself” assignment (available in D2L) ❖ Reading Assignment #1: Textbook, Chapter 1 <p>In Class:</p> <ul style="list-style-type: none"> ❖ Lecture & discussion of Topic #1 ❖ Topic Quiz #1
Topic #2: The Ethical Decision Making Process	
Wednesday, January 26, 2011	<p>Before Class:</p> <ul style="list-style-type: none"> ❖ Reading Assignment #2: Textbook, Chapter 2 (including the end of chapter Reading 2-2: “The Parable of the Sadhu”) <p>In Class:</p> <ul style="list-style-type: none"> ❖ Lecture & discussion of Topic #2 ❖ Topic Quiz #2
Topic #3: Moral Principles	
Wednesday, February 2, 2011	<p>Before Class:</p> <ul style="list-style-type: none"> ❖ Reading Assignment #3: Textbook, Chapter 3 <p>In Class:</p> <ul style="list-style-type: none"> ❖ Lecture & discussion of Topic #3 ❖ Topic Quiz #3
Topic #4: Ethics and Corporate Culture	
Wednesday, February 9, 2011	<p>Before Class:</p> <ul style="list-style-type: none"> ❖ Reading Assignment #4: Textbook, Chapter 4 <p>In Class:</p> <ul style="list-style-type: none"> ❖ Lecture & discussion of Topic #4 ❖ Topic Quiz #4

Topic #5: Corporate Social Responsibility	
Wednesday, February 16, 2011	Before Class: <ul style="list-style-type: none">❖ Reading Assignment #5: Textbook, Chapter 5 In Class: <ul style="list-style-type: none">❖ Lecture & discussion of Topic #5❖ Topic Quiz #5
Topic #6: Using Moral Principles to Make Moral Judgments	
Wednesday, February 23, 2011	Before Class: <ul style="list-style-type: none">❖ Reading Assignment #6: "A Moral Principles Framework for Human Resource Management Ethics" (not in textbook, only available in D2L in the "Content" area) In Class: <ul style="list-style-type: none">❖ Lecture & discussion of Topic #6❖ Topic Quiz #6
To Be Announced	
Wednesday, March 2, 2011	In Class: <ul style="list-style-type: none">❖ To be announced