

# 1102B210

## Business Ethics

**Instructor:** TBA

**Time:** May 10, 2021-June 11, 2021

**Office Hours:** 2 hours (according to the teaching schedule)

**Contact Hours:** 60 (50 minutes each)

**Credits:** 4

**E-mail:** TBA

### Course Description

This course explores a wide range of ethical issues in all areas of business to which employees are exposed and focuses on moral reasoning in business, moral issues within the corporation, and ethics in international business. The course also gives students a comprehensive review of ethics and the knowledge to recognize ethical dilemmas and resolve them through active deliberation and sound decision making in the new millennium.

### Course Objectives and Learning Outcomes

This course seeks to introduce students to ethical issues facing business and business managers. The course will be divided into four components: business ethics, role of business in society, perceptions and views of business in the media, and contemporary business issues. Because of the limitations of an online course, interaction through weekly forums and small group comments will analyze current news stories involving business ethics. Weekly assignments involving current news articles, will provide different perspectives on issues facing businesses and business managers. The class will be conducted with the latest ILO (Institutional Learning Outcomes) in mind. A key focus for the course, in addition to learning about contemporary business ethics issues, will be to equip students with the ability to research, analyze and communicate findings on current developing ethical issues.

## Required Textbook(s)

Text: Ferrell, O. C., Fraedrich, John and Ferrell, Linda (2015). *Business Ethics Ethical Decision Making and Cases*, 11<sup>th</sup> Edition. Cengage Learning: Singapore.

## Method of Instruction

This course is designed for online delivery; therefore, you have the full responsibility of keeping track of your class lessons, quizzes, and assignments (individual or team-based).

If this is the first online course you are taking, you will find it is very different than the traditional face-to-face classroom environment. The anxiety that you may feel at the beginning is normal. It will be less stressful once you are comfortable with the technology and the rhythm of the course. Be aware you will need to spend four to eight hours a week completing the tasks for this course.

The key to successful completion of this online course is organization. This syllabus and schedule outline my expectations of students, including grading policies, assignments, projects, and a schedule of due dates.

This is not a self-paced course. Deadlines exist because of the short amount of time in which you must complete each and every task. You may work ahead on the reading and assignments, but not in the discussion assignments.

This class also incorporates several group-based assignments. Peer feedback will be used to ensure everyone does their share of the work. Depending on the feedback, individual grades may be adjusted to reflect low participation.

In order to enhance the learning experience, I encourage you to share your knowledge and experiences with your classmates and me. Make sure that you submit your assignments by the deadline stated each week in the course schedule. Grading for class participation will be based on your participation in the discussion forums assigned for specific exercises, cases, as well as all team project assignments. Assigned readings are very important for your course preparation and serve as a reference to complete assignments. Some useful tips are:

- Be enthusiastic and maintain a positive attitude
- Submit quality work in terms of writing (i.e. spelling, grammar, vocabulary) and content (i.e. personal comments on the subject matters learned, applications and inclusions of concepts and theories from readings)
- Be creative, analytical and innovative with class activities
- Utilize the assigned readings

## Course Schedule

Please note that the schedule is meant to give an overview of the major concepts this course. Changes may occur in this calendar as needed to aid in the student's development.

### ***Week 1***

Introductions and explanations of class formation of groups

- Module 1
  - Understanding Ethics
  - Defining Business Ethics

Read Chapter 1: The Importance of Business Ethics (Pages 1-27)

Review Chapter 1 Video: Chapter 1 and Case Example

### Week 1 Requirements:

Case Study: Resolving Ethical Business Challenges #1: Chapter 1 Case Study (Page 2)

(Cover Page should be labeled: Assignment #1)

Week 1: Discussion Board Post

Week 1: Zoom Discussion *Ford Motor Case and Ethics*

Final "Business Ethics" Research Paper due: Wednesday of Week 5, by 11:50 p.m.

\*\*\* NO EXCEPTIONS FOR THE ETHICS FINAL PAPER DUE DATE \*\*\*

### ***Week 2***

- Module 2
  - Organizational Ethics
  - Corporate Social Responsibility
  - Corporate Governance

Read Chapter 2 - Shareholder Relationships, Social Responsibility and Corporate Governance (Pages 28-58)

Review Chapter 2 Video: Chapter 2 and Case Example

### Week 2 Requirements

Case Study: Resolving Ethical Business Challenges #2: Chapter 2 Case Study (Page 29)

(Cover Page should be labeled: Assignment #2)

Week 2: Discussion Board Post

Week 2: Zoom Discussion *Starbucks and Social Responsibility Strategy Video Chapter 2-7*

Quiz 1 (Chapter 1-2) due Sunday midnight of this week.

### ***Week 3***

- Module 3

- Ethics and Technology
- Ethics and Globalization

### Week 3 Requirements

Case Study: Resolving Ethical Business Challenges #3: Chapter 3 Case Study (Page 80)

(Cover Page should be labeled: Assignment #3)

Week 3: Discussion Board Post

Quiz 2, (Chapter 3) due Sunday midnight of this week

Read Chapter 3- Emerging Ethical Issues, (Pages 79-112).

Review Chapter 3 Video: Chapter 3 and Case Example

Week 3: Zoom Discussion *Uber Hits a Bump in the Road Case Video Chapter 3-8*

### **Week 4**

- Module 4
  - Blowing the Whistle

Read Chapter 5 - Ethical Decision Making, Textbook (Pages 127-152).

Review Chapter 5 Video: Chapter 5 and Case Example

Read Chapter 8 - Developing an Effective Ethics Program (Pages 215-240)

Review Chapter 8 Video: Chapter 8 and Case Example

### Week 4 Requirements:

Case Study: Resolving Ethical Business Challenges #4: Chapter 5 Case Study (Page 128)

(Cover Page should be labeled: Assignment #4)

Week 4: Discussion Board Post

Quiz 3, (Chapter 5, 8) due Sunday midnight of this week

Assignment #5 Chapter 8 Case Study (Page 216)

Week 4: Zoom Discussion *Restaurant Safety Dilemma Video Chapter 5-5*

(Cover Page should be labeled: Assignment #5)

### **Week 5**

- Module 5
  - Making It Stick: Doing What's Right in a Competitive Market Read

Read Chapter 11 - Ethical Leadership (Pages 310 -339)

Review Chapter 11 Notes - use chapter materials as a review for Ethics

Read Chapter 12 – Sustainability: Ethical and Social Responsibility Dimensions (Pages 345 -374)

Review Chapter 11 Notes - use chapter materials as a review for Ethics

### Week 5 Requirements

Case Study: Resolving Ethical Business Challenges #5 Chapter 8 Developing an Ethics Program

Week 5: Zoom Meeting Review for the Final Exam

Final Exam (Cumulative Chapter 1,2,3,5,8,11)

Reminder: Final “Business Ethics” research paper due on Wednesday by 11:50 p.m.

\*\*\* NO EXCEPTIONS FOR THE ETHICS FINAL PAPER DUE DATE \*\*\*

### Course Requirements

1. Students are expected to read the required readings prior to the class session in which they are discussed.
2. Class Conduct: Consistent, respectful and informed participation is expected from every student in the course. This includes:
  - \* Respectful discussion that avoids personal history;
  - \* No email or Internet usage during class;
  - \* Cell phones turned off when class begins.
3. I will respond to emails in a timely manner. It is best to make an appointment or speak to me after each week discussions.
4. It is your responsibility to keep me updated with participation, email, etc.
5. Please check your email regularly for instructions and readings.

### Grading Policy

Type	Points
Case Study (Resolving Ethical Business)	25%
Online Discussion Board Posts (5) and Zoom Discussions	15%
Quizzes (3)	15%
Final Exam	20%
“Business Ethics” Research Paper	25%
<b>Total</b>	<b>100%</b>

### Papers, Assignments and Case Problems

All papers, assignments, case problems, and/or quiz answers, MUST be written with complete sentences, appropriate font, and spell checked. Grammar is an important part of today’s business world. Abbreviations are not acceptable. Write, cite and reference all papers and assignment in the American Psychological Association (APA) format.

**Discussion Questions.** For the weekly asynchronous discussion forums, please provide a complete answer for the required questions or assigned topic. Your answers

for each required question should be about 200-300 words, which could be supported by citations and complete references. Moreover, during each week, you need to provide at least two quality replies to your colleagues' posts and answers to earn all the allotted participation points.

**Case Study (“Resolving Ethical Business Challenges”) answers.** At the beginning or at the end of each chapter of the textbook, there is a case study dilemma, or a business challenge provided for your readings and reflection along with several questions at the end of it. Read the business challenge or case dilemma along with the entire chapter, and then provide short answers (one to two paragraphs) for the questions in the business challenge dilemma. Make sure to cite or reference the chapter concepts as part of your answer. In other words, link your answer to the business ethics theories and concepts, which are mentioned in the chapter.

**“Business Ethics” research paper.** For this paper, you can select any topic or issue related to “business ethics” in the modern workplace and begin researching it. For example, you can research something like “*Ethical Issues at Microsoft, Google, or Alibaba*”, “*Ethical Challenges in Disciplining or Firing Employees*”, “*Resolving Business Ethics Dilemmas in the Chinese Culture*”, “*Bribery Challenges in the Corporate World*”, etc. Your paper should follow the following format:

1. Introduction to the topic.
2. Literature on your topics. State the facts, theories and concepts by citing many sources.
3. Analysis and recommendations. Provide practical solutions so such dilemmas and ethical challenges can be successfully resolved in the future.
4. Summary.
5. References.
6. Appendix.

**Grading Rubric for Discussion Posts Ethical Dilemmas:**

POINTS	CRITERIA
0	No Participation in Discussion Post
1	Minimum participation. May not understand topics and issues. Uses terms “I agree with other students’ answers; I have the same opinion.” Does not use complete sentences or correct grammar.
2	Does not state issues clearly. Does not use complete sentences. Inadequate response.
3	Good reflection and contribution but may not be original. Could have included more on alternative solutions

4	Timely and quality discussions. Comments are meaningful and reflect careful reading of course materials. Good solutions, citations and supporting references.
---	---

### Grading Scale

The instructor will use the grading system as applied by JNU:

Definition	Letter Grade	Score
Excellent	A	90~100
Good	B	80~89
Satisfactory	C	70~79
Poor	D	60~69
Failed	E	Below 60

### Academic Integrity

As members of the Jinan University academic community, students are expected to be honest in all of their academic coursework and activities. Academic dishonesty, includes (but is not limited to) cheating on assignments or examinations; plagiarizing, i.e., misrepresenting as one's own work any work done by another; submitting the same paper, or a substantially similar paper, to meet the requirements of more than one course without the approval and consent of the instructors concerned; or sabotaging other students' work within these general definitions. Instructors, however, determine what constitutes academic misconduct in the courses they teach. Students found guilty of academic misconduct in any portion of the academic work face penalties that range from the lowering of their course grade to awarding a grade of E for the entire course.