COURSE DESCRIPTION

This is a core course devoted to the ability of identifying ethical issues in business and societal settings and the impact of ethics on business organizations and society. The course is structured as a lecture-style class with student interaction and group read-out case studies. The primary purpose of this course is to recognize ethical dilemmas in the workplace and how to correctly resolve the issue.

COURSE MATERIALS

TEXT BOOK IS REQUIRED!
Trevino, LK and Nelson KA, “Managing Business Ethics: Straight Talk about How to Do It Right” (5th or 6th Edition), Wiley

LEARNING GOALS AND OBJECTIVES

- This course is designed to help students develop skills and knowledge in the following area(s):

<table>
<thead>
<tr>
<th>Class Date</th>
<th>Book Chapters</th>
<th>Brief Description</th>
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</thead>
<tbody>
<tr>
<td>September 14, 2015</td>
<td>Chapters 1-2</td>
<td>This session will require a pre-read and the instructor will provide an interactive overview. Students are required to read the chapters after this first session because the principles will apply throughout the course. The session will include a brief overview of ethics and social responsibility, it will define business ethics, provide an overview of the ethical challenges of the business community during the time period from 2000-2014. Lastly the students will analyze Ethical Dilemmas.</td>
</tr>
<tr>
<td>September 21, 2015</td>
<td>Chapters 3-4</td>
<td>The session will require a pre reading of chapters 3&amp;4. During this session we will identify the levels of moral development. In addition detailed instructions on raising ethical issues in the workplace including anti-discrimination laws.</td>
</tr>
<tr>
<td>Date</td>
<td>Chapter(s)</td>
<td>Description</td>
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<tr>
<td>September 28, 2015</td>
<td>Chapters 5-7</td>
<td>This session will be dedicated to ethical issues and challenges within different types of organizations. This session will reflect information obtained in take-home assignment.</td>
</tr>
<tr>
<td>October 5, 2015</td>
<td>Chapters 8-10</td>
<td>This session will be dedicated to applying, identifying, and resolution of ethical problems in organizations. In addition a portion will be dedicated to overall corporate responsibility as Rutgers Students &amp; future graduates.</td>
</tr>
<tr>
<td>October 12, 2015</td>
<td>Final Exam</td>
<td>This session will be dedicated case studies and closed book final examination.</td>
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**PREREQUISITES**

There are not any prerequisite courses required for this course.

**ACADEMIC INTEGRITY**

*I do NOT tolerate cheating.* Students are responsible for understanding the RU Academic Integrity Policy ([http://academicintegrity.rutgers.edu/files/documents/AI_Policy_2013.pdf](http://academicintegrity.rutgers.edu/files/documents/AI_Policy_2013.pdf)). I will strongly enforce this Policy and pursue all violations. On all examinations and assignments, students must sign the RU Honor Pledge, which states, “On my honor, I have neither received nor given any unauthorized assistance on this examination or assignment.” [I will screen all written assignments through SafeAssign or Turnitin, plagiarism detection services that compare the work against a large database of past work.] Don’t let cheating destroy your hard-earned opportunity to learn. See [business.rutgers.edu/ai](http://business.rutgers.edu/ai) for more details.

**ATTENDANCE AND PREPARATION POLICY**

- Expect me to attend all class sessions. I expect the same of you. If I am to be absent, my department chair or I will send you notice via email and Blackboard as far in advance as possible. If you are to be absent, report your absence in advance at [https://sims.rutgers.edu/ssra/](https://sims.rutgers.edu/ssra/). If your absence is due to religious observance, a Rutgers-approved activity, illness, or family emergency/death and you seek makeup work, also send me an email with full details and supporting documentation.

- For weather emergencies, consult the campus home page. If the campus is open, class will be held.

- Expect me to arrive on time for each class session. I expect the same of you.

- Expect me to remain for the entirety of each class session. I expect the same of you.

- Expect me to prepare properly for each class session. I expect the same of you. Complete all background reading and assignments. You cannot learn if you are not prepared. The minimum expectation is that for each [3]-hour class session, you have prepared by studying for at least twice as
many hours.

- Expect me to participate fully in each class session. I expect the same of you. Stay focused and involved. You cannot learn if you are not paying attention. Laptops, tablets and cell phones are permitted at my discretion.

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**CLASSROOM CONDUCT**

Please be respectful of your other classmates by raising your hand and not interrupting other while speaking. Breaks are incorporated in every session if you need to leave the room for any reason please do so without being disruptive. This is an evening course so you can bring food but be sure to clean up all items at the conclusion of class.

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**EXAM DATES AND POLICIES**

There is one final examination in this course:

During exams, the following rules apply:
- If you have a disability that influences testing procedures, provide me an official letter from the Office of Disability Services at the start of the semester.
- No cell phones or other electronics are allowed in the testing room.
- You must show a valid Rutgers photo ID to enter the room and to turn in the exam.
- Alternate seating; do not sit next to another student or in your usual seat.
- Use the bathroom prior to the exam start; bathroom breaks, if essential, will be escorted.
- Your exam will not be accepted unless you sign the Honor Pledge.

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**GRADING POLICY**

Course grades are determined as follows:

<table>
<thead>
<tr>
<th>Grading Policy</th>
<th>Take Home Assignments</th>
<th>20% of total grade</th>
<th>2 take home assignments</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Quizzes</td>
<td>20% of total grade</td>
<td>6-8 unannounced quizzes</td>
</tr>
<tr>
<td></td>
<td>Final Exam</td>
<td>60% of total grade</td>
<td>Last Day of Class</td>
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**Exam:** 60% of the grade for the course will be based on the final exam given of the last day of class on within the last hour of class. The exam will cover all course materials which includes the following: material from the book; web research; and lecture material. Grades will be posted within 3 business days after the last session.

Exams Rules:
1. The exam will be 1 hour.
2. If you have a disability that influences testing procedures, provide me an official letter from the Office of Disability Services at the start of the semester.
3. No cell phones or other electronics are allowed in the room while the test is being administered.
4. You must show a valid Rutgers photo ID to enter the room and to turn in the exam.
5. Alternate seating; do not sit next to another student or in your usual seat.
6. Use the bathroom prior to the exam start; bathroom breaks, if essential, will be escorted.
7. Your exam will not be accepted unless you sign the Honor Pledge.
8. Writing MUST be legible, if not the instructor will schedule a time to have you read your answers directly off of the exam or booklet. This will delay your grade posting. The instructor will notify you immediately (24-hours) if your exam is not legible.

**Quizzes**: 20% of the grade will be based on 2-3 quizzes. A quiz will be administered at the end of various classes, excluding the last session. The quiz grades will be posted prior to the next session on blackboard. Once the quiz is graded, the paper quiz result will not be distributed, unless requested.

**Individual Project**: 20% of the grade will be based on 1 research assignment. The instructor will provide the template and instructions of the assignment. No make-ups or tardiness will be accepted. If the assignment is not received by the end of class it will not be accepted. The project grades will be posted prior to the next session on blackboard. In addition, an assignment of one ethical article is will be required.

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**SUPPORT SERVICES**


If you are a military *veteran* or are on active military duty, you can obtain support through the Office of Veteran and Military Programs and Services. [http://veterans.rutgers.edu/](http://veterans.rutgers.edu/)

If you are in need of *mental health* services, please use our readily available services.

[Rutgers Counseling and Psychological Services – New Brunswick:](http://rhscaps.rutgers.edu)  If you are in need of *physical health* services, please use our readily available services. [Rutgers Health Services – New Brunswick:](http://health.rutgers.edu/)

If you are in need of *legal* services, please use our readily available services: [http://rusls.rutgers.edu/](http://rusls.rutgers.edu/)