

## BUS 466 BUSINESS ETHICS

### Syllabus

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The preferred method of contact is by e-mail. To contact him by telephone, call most evenings. In the event that he is not available, please leave a detailed voice-mail message, including the best time to call and he will return your call. Questions are welcomed.

### **COURSE CREDIT:**

Three Semester Hours

### **COURSE MATERIALS:**

To order textbooks or obtain information about book titles you may go to [www.exstudies.adams.edu](http://www.exstudies.adams.edu) and click on the "ASC Bookstore" icon.

Use **Section Number: 623** to order books from Bookstore site.

### **Required Textbook:**

Lawrence, Anne T., Weber, James, and Post, James E. *Business and Society: Stakeholders, Ethics, Public Policy*. McGraw-Hill Irwin, 2005.  
ISBN: 0-07-288130-5

### **COURSE DESCRIPTION:**

Business Ethics explores and puts into perspective the ethical role of business institutions and governments. The emphasis is on the need to examine the world of work from an ethical viewpoint. This course is an examination of issues addressing ethical, legal, social, and environmental responsibilities of business towards government, customers, employees, and the general public. People who understand the complex interplay of economic, political, and social forces are better able to comprehend the impact of globalization of markets, advances in science, and the changing relationships between humans and nature. More people, in more ways, feel the impact of business decisions than in an earlier time. Business leaders are required to think more carefully than ever about the effects of their actions on their company's employees, customers, suppliers, and inventors. This course is about how we, the stakeholders, try to understand, influence, and shape business behavior and social change.

## **COURSE OBJECTIVES/STUDENT LEARNING OUTCOMES:**

The primary objective of this course is to provide a meaningful learning experience for senior level business students into the world of ethical business management.

The student will:

- Identify and describe the ethical issues faced in business
- Classify the different types of ethical decision
- Learn the terminology associated with the philosophy of ethics
- Analyze realistic and practical applications of ethical concepts
- Research and interpret issues in ethics
- Examine and discuss current business ethical cases

## **COURSE REQUIREMENTS:**

### **Assignments:**

Each assignment covers a block in the text except that the last block is broken into two assignments because of the length of the block. At the end of each chapter there is a Discussion Case. The student will answer the discussion questions following each case and submit them for grading. Opinions are welcome as long as you defend your opinion, not just state it. Each assignment is worth up to 20 points.

### **Exams:**

Two proctored exams will be administered during the course. The first exam covers Chapters One through Ten (Assignments 1 – 4) and the second exam covers Chapters Eleven through Twenty (Assignments 5 – 8). Each exam is composed of a combination of short essays, opinion questions, and multiple-choice questions. *Opinion questions will be graded on the capability of the student to defend the opinion, not on what the opinion is.* Students should allow two hours for each exam. Each exam is worth up to 200 points.

### **Student Paper:**

Each student will prepare a paper concerning a current ethical business issue facing our society. This paper will be approximately 8 – 10 pages in length and will contain footnotes/endnotes (student choice) and a bibliography. Each student will select a topic of particular interest to them and will gain instructor concurrence prior to beginning research. The paper is worth up to 100 points.

## GRADE DISTRIBUTION AND SCALE:

In alignment with ASC academic policies, no D may apply to a major or minor field.

### Grade Distribution:

Assignments	20 points each	160 points
Proctored Exams	200 points each	400 points
Paper		<u>100 points</u>
Total Points		660 points

### Scale:

90-100%	A
80-89%	B
70-79%	C
60-69%	D
59% and below	F

## COURSE INSTRUCTIONS

In order to gain the most from this course you must: 1) read the text; 2) actively apply ALL the knowledge you have gained from your other classes to the situations presented in the coursework; and 3) personalize the combined information to your own life- and work-style, realizing that you will change both as you rise higher in your chosen professions.

**Students should not hesitate to contact the instructor with questions. The preferred method of contact is by e-mail; refer to the contact information listed in the syllabus.**

### Directions for submitting lessons:

If possible, e-mail your lessons to the instructor. If you choose to mail your lessons using regular mail, send your lessons to the address listed with the contact information. **Be sure to note the course title in all communication.**

Submitting lessons by regular mail: **If you mail your lessons using U.S. Postal Service mail, place your name at the top of the lesson and identify the course (i.e., BUS 466), and the number of the lesson (for example, Lesson 1) you are submitting. Restate each discussion or case question exactly as it appears followed by your answer. Identify each question by chapter and question number (for example, 1.1 for Chapter 1, Question 1; 1.2 for Chapter 1, Question 2). All lessons require answering the discussion questions at the end of each chapter. Only send copies and keep a copy for your files. More than once a lesson has not arrived! Include a self-addressed stamped return envelope to receive comments back on your lesson.**

Submitting lessons by e-mail—the preferred method of contact: **If you e-mail your lessons, save your lesson using Microsoft® Word and attach the lesson to your e-mail. In the subject heading of your e-mail, identify the course (i.e., BUS 466), the number of the lesson (e.g., Lesson 1), and your name. For example:**

**Subject: BUS 466 – Lesson 1 – Jan Smith**

**Also, restate each question exactly as it appears in the text followed by your answer. Identify each question by chapter and question number (e.g., 1.1 for Chapter 1, Question 1; 1.2 for Chapter 1, Question 2). All lessons require answering the discussion questions at the end of each chapter. If you are asked for an opinion, do provide support for your opinion.**

**ADA Statement:**

Students who need special accommodation to complete this class should contact the instructor and the Office of Student Affairs, 719-587-7221 as soon as possible.