

Argosy University
COURSE SYLLABUS
BUS270
Business Ethics

Faculty Information

Faculty Name: Professor Anthony U. Martinez

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Short Faculty Bio: Dr. Martinez has taught at Argosy University since the summer of 2003. He was the Chairman of the School of Business & Information Technology from the spring 2004 thru the summer 2006. His areas of teaching competencies are strategic management, business ethics, business law, and leadership and change. He has also taught advanced organizational behavior and business communications. He earned a master's in social work with emphasis in non-profit management/administration from Arizona State University and his Juris Doctorate from the University of California, Berkeley, Boalt Hall School of Law in 1974. He has been teaching since 1975 and was previously on the faculty of the School of Management, University of San Francisco, where he taught for 17 years.

Course description: This course examines the role of ethics in business and the ethical issues that confront today's corporate leaders, managers, and employees. Emphasis will be on advancing ethical awareness, critical reasoning skills, and core principles of ethical behavior to provide students with the basic tools to address and resolve complex, critical and at times, conflicting interests and opportunities. Students will assess the role of ethics in relationship to corporate social responsibility, managerial decision-making, executive leadership, and corporate governance through diverse perspectives.

Course Pre-requisites: None

Required Textbook:

Boatright, John R., *Ethics and the Conduct of Business*, Prentice Hall, 5th Edition, 2007, ISBN: 10-01947214 or ISBN-13: 9780131947214

Technology: Pentium III CPU/ Windows 98; 128MB RAM, printer; Microsoft Office Acrobat (full version), Microsoft Internet Explorer 5.5 (PC) 5.0 (MAC) or Netscape Navigator 4.08. Norton Antivirus.

Course length: 7.5 Weeks

Contact Hours: 45 Hours

Credit Value: 3.0

Program Outcomes:

1. **Communication**
 - 1.1 Communicate business concepts effectively, both written and orally appropriate to the audience
2. **Team**
 - 2.1 Define the attributes of an effective team member and leader and the characteristics of an effective team in reaching specific business goals

- 3. Cognitive**
 - 3.1 Problem Solving – Given a business problem, select and defend a business solution chosen from specific alternatives
 - 3.2 Information Literacy – Given a business research question, access information from a variety of sources, select appropriate sources to respond to a business question
- 4. Analysis/Application**
 - 4.1 Integration – Describe the interrelationship of the functional business areas of statistics, accounting, operations, finance, marketing, and strategy
- 5. Ethics/Diversity**
 - 5.1 Diversity – Identify the issues and challenges related to diversity in current business organizations
 - 5.2 Ethics – Identify the issues and challenges related to ethics in current business organizations

Course Objectives:

- 1. Identify basic ethical theories. **(Program Outcome(s): 1, & 5.2)**
 - 1.1. Identify, define, explain, summarize, and apply the major scholarly work in the field of ethics.
 - 1.2. Develop opinions on the major schools of thought relevant to ethics
- 2. Explain professional ethical standards. **(Program Outcome(s): 1, & 5.2)**
- 3. Describe the role of government regulation of business. **(Program Outcome(s): 1, & 5.2)**
- 4. Identify the role of directors, officers, managers and employees in the modern corporation. **(Program Outcome(s): 1, & 5.2)**
- 5. Describe the stakeholder theory of corporate responsibility in the 21st. century and contrast it with the Milton Friedman corporate responsibility model “that the only purpose of a corporation is to make a profit for its shareholders.” **(Program Outcome(s): 2, & 4)**
- 6. Relate the significant issues of an ethical controversy in business to moral philosophy, work group influence, corporate culture and social responsibility. **(Program Outcome(s): 5.2)**
- 7. Assess your personal ethical value system and develop a framework or personal road map for confronting ethical problems. **(Program Outcome(s): 5.2)**
- 8. Assess the assumptions and implications of making business decisions from an ethical perspective. **(Program Outcome(s): 5.2)**
- 9. Determine the ethical issues within the context of specific business topics and cases. **(Program Outcome(s): 5.2)**
- 10. Choose and defend a theory or principle for resolving an ethical dispute in business. **(Program Outcome(s): 5.2)**
- 11. Identify and predict the consequences of both ethical and unethical business behavior. **(Program Outcome(s): 5.2)**
- 12. Develop one’s analytic and moral reasoning skills so as to be able to make ethical business decisions as a corporate director, officer, manager or employee. **(Program Outcome(s): 5.2)**
 - 12.1. Using various scenarios, develop opinions and make judgments about the ethical behavior of corporate leaders and answer the question – What would I do?
 - 12.2. Determine ‘most important’ factors of ethical behavior and develop a personal road map for discerning future ethical problems in the workplace

Assignment Table

Module	Module Topics	Readings	Assignments
1	<ul style="list-style-type: none"> • Introduction to Ethics • Ethical Theories and Types • Ethics, Leadership, and Management 	Boatright Chapter 1	Discussion Questions: 1. You are in a monthly managers’ meeting with a statement, “Ethical management and the moral thing are the same thing.” The company president asks you to respond to about this statement. What would be your response? 2. What are the differences between morality and ethics?

			<p>examples to support your argument.</p> <p>3. “Good leaders sometimes do bad deeds.” Do you agree or disagree? Underpin this statement, and defend your position.</p> <p>4. Explain what is meant by the “moral point of view.” Are you required to do anything if you make business decisions from a moral perspective?</p> <p>Assignments:</p> <p>1. Burning Issue You manage a high-performance work team at Contractors Inc. One of your team members submitted a timesheet instead of 35. He came forward to you but believes that since no one got hurt by his mistake, you should be concerned about. You think this is a burning issue and an undiscovered problem with other team members.</p> <ol style="list-style-type: none"> The monthly team meeting is scheduled for next week. In a document, write a one-page memo to the CEO of the firm and vice president. Use an employee towards the firm and vice president. Use the tone informal yet educational. To add weight to your memo, also create a document to be attached to your memo. List five Do’s and Don’ts for the ethical behavior of employees and employers at Sarasota Contractors Inc. A few Web sites that you can access to research the tone of a business memorandum are: http://www.cba.uni.edu/buscomm/Faculty http://web.clas.ufl.edu/users/creed/Business http://oregonstate.edu/dept/eli/buswrite <p>2. Ethics and Organizational Behavior You are a manager at Sarasota General Contractors Inc. In an organization-wide survey, the VP of your department asks you to managers to take the Ethics Quick Test at http://www.ethics.org/quicktest/index.cfm. This test can be taken online, or downloaded.</p> <ol style="list-style-type: none"> Based on the score you generate, give a presentation at the quarterly meeting of all managers: <ol style="list-style-type: none"> Describing your organization’s effective ethical management factors. Analyzing the status of ethical behavior in your organization and how you think it can be improved. Submit your comments to the instructor. Create a PowerPoint of three to five slides. Support your PowerPoint with a two-page summary. Create your summary. You may use bullet points in your summary. <p>A few Web sites that you can visit to understand the tone of presentations in PowerPoint are: http://www.actden.com/pp/ http://www.mightycoach.com/articles/powerpoint</p> <p>3. Final Project</p> <ol style="list-style-type: none"> Read description of final project towards
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			<p>b. As the new Ethics Officer of DeKeith, ethical behavior in the company. You must both agree that a strategy must be developed to ensure ethical conduct throughout the firm. He asks you to draft a speech to be implemented to ensure that an ethical culture is established at DeKeith.</p> <p>Your first action is to give a speech to your colleagues on the topic of ethics. You decide that an overview of the importance of the right thing to kick-start a discussion. The speech should focus on behavior, explain why ethics is important for the company, and your colleagues about the expectations of management.</p> <p>Draft a three-minute speech in Word document format on the topic of ethics. Supplement your speech with a PowerPoint presentation of five slides.</p> <p>A few Web sites that you can visit to understand the importance of presentations in PowerPoint are: http://www.actden.com/pp/ http://www.mightycoach.com/articles/powerpoint/</p>
<p>2</p>	<ul style="list-style-type: none"> • Concepts and Principles of Justice • Theories of Justice • Concept of Utilitarianism • Kantian Ethics, Rights, and Virtues 	<p>Boatright Chapter 2 Chapter 3 Chapter 4</p>	<p>Discussion Questions:</p> <ol style="list-style-type: none"> 1. “How ought we to live? “ Plato asked this question. To give a reasoned and systematic answer, he believed that all people, however, argue that there is no rational answer; there is no answer whatsoever. Do you agree? 2. Compare and contrast the two types of ethical theories—Deontological—in terms of their strengths and weaknesses. Use ethical theories to demonstrate your points. 3. Do you agree with the approach of Mill and Bentham on Utilitarianism? Justify your reasoning. How do you view their approach to classical Utilitarianism? How do you view the case problem in Week 1? Justify your answer. 4. Describe the similarities of Utilitarian, Kantian, and Rawls’ theories of these are more easily applied to today’s business world? Why? 5. Discuss your perspective on Kant’s theory of ethics. How do you think he would have viewed the Bill of Rights? 6. Explain Rawls’ view on justice. Do you agree with his view on social justice? Why or why not? What parallels do you see between Rawls and Kant on the topic of a ‘just society’? 7. Compare and contrast Aristotle’s and Nozick’s theories of justice. Do you agree with the perspectives? Provide specific examples to support your position. <p>Assignments:</p> <ol style="list-style-type: none"> 1. Production Line You are the production line manager of 75 employees.

			<p>superb employees. Many of your employees since it was formed. Employees who have long represent the minority sections who ratio of minority hires.</p> <p>You have received a notice from the HR department to reduce your workforce by five percent. You must make a tough decision and will require an explanation.</p> <p>In a Word document, write a one-page memorandum for your department explaining how you want to reduce your workforce in a morally justifiable way.</p> <p>A few Web sites that you can visit to understand the format of a memorandum are: http://www.cba.uni.edu/buscomm/Faculty/Deborah Henderson PhD.htm http://web.clas.ufl.edu/users/creed/Business Writing Handbook.htm http://oregonstate.edu/dept/eli/buswrite/memo.htm</p> <p>Post your response on the Discussion Board.</p> <p>2. Student Activity Kantian Ethics at Work In the last board meeting the VP of your organization discussed Kantian philosophy. He has asked you to research and determine its applicability in your organization by looking up the Internet resource, http://ethics.galileo.usg.edu/ethics/ethics/ethics.htm. You select one of Professor Hinman's lectures on video or a PowerPoint presentation. In your presentation outline your views on the applicability of this philosophy in today's business world and specifically your organization.</p> <p>Refer to the following Web site for guidelines: http://www.learningservices.gcal.ac.uk/els/els.htm</p> <p>3. Final Project During a meeting, the CEO revealed that a woman who was in charge of securing contracts with the company had secured a contract with a company in a foreign country to produce zippers for the production of BPS. This was a contract that would be produced in the United States and a multi-national deal between DeKeith and the US government with the company.</p> <p>Apparently the VP negotiated secretly with the company which was in significant debt. The Balkanian company was primarily due to a humanitarian effort to buy zippers. The Balkanian company representative wanted to know if they could pay their outstanding bills. The Balkanian company negotiator knew that they could because Balkania was listed by the State Department as a company that U.S. companies to conduct business with.</p> <p>The DeKeith VP closed the deal, the zipper company was paid, the Balkanian company received their payment, and the CEO, stated that she thought that the transaction was a win-win. In the end, DeKeith got what they needed and the Balkanian company got what they needed.</p>
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			<p>pay for the orphanage and return to success; the DeKeith multi-million dollar contract had would have been loss of wages, income, and</p> <p>Your CEO is concerned about the situation. Write a memo on the ethical issues involved in this situation. Discuss this memo first with the BOD and then with the management.</p> <p>Prepare a one-page memo addressed to the CEO. Discuss the aspects involved in this transaction, the positions that have been considered, and the potential consequences. Your memo should also state who, according to you, and your recommendations to fix the problem. This assignment is to have students evaluate the transaction from other schools of ethical thought as well. This assignment is to evaluate a set of facts from multiple points of view.</p> <p>Refer to the following Web site for guidelines: http://www.learningservices.gcal.ac.uk/els/</p>
<p>3</p>	<ul style="list-style-type: none"> • Ethics, Economics, and Law • Concept of Whistle -Blowing • Ethics, Corporate Governance, and Organizational Integrity <ul style="list-style-type: none"> ○ Sarbanes-Oxley (SOX) Act ○ The Enron Crisis 	<p>Boatright Chapter 5 Chapter 14</p>	<p>Discussion Questions:</p> <ol style="list-style-type: none"> 1. One way of avoiding government intervention and expensive legal battles is to establish an ethics program in the workplace. Do you recommend such a program? Should the management and the employees be comfortable with such a program? Justify your answer. 2. “Leaders with strong virtuous values are more effective than are leaders who are operating with a weak character” (Kerns, 2005, p.13). Do you agree or disagree with this statement? 3. Visit the Houston Chronicle Web site at http://www.chron.com/content/chronicle/special_ex.html and read the latest news on Enron. What do you think about the need for control? Is corporate governance preventing such an event from happening again? <p>Assignments:</p> <ol style="list-style-type: none"> 1. Ethical Communication You are heading a five-member team. Your team members write memos that are unclear, causing confusion. This is a recurring problem. Your supervisor is aware of the problem and the legal problems that can occur due to it. She suggests you review the Enron case available at http://www.chron.com/content/chronicle/special_ex.html titled ‘Hidden Losses.’ <p>Review the case. Do you think that Ceconi should have been clearer about the Enron missteps or could she have been clearer in a clearer way? Create a one-page handout in a clear way for your team, discussing at least three ethical issues involved in the Enron memo.</p>

			<p>2. SOX Implications Your boss has to give a presentation to the board about the implications of SOX on the organization. Since he is hard pressed for time, he asks you to create the presentation for him.</p> <ol style="list-style-type: none"> Visit the Sarbanes-Oxley Web site at http://www.sarbanes-oxley.com/section.php?level=1&pub_id=1 Select the section Corporate Responsibility and create a PowerPoint presentation of three to five slides. What businesses must do currently that they did not do before the implementation of SOX. Why SOX is important now. The implications of implementing SOX. A tentative plan for implementing SOX. Submit your comments to the instructor. The presentation should be of three to five slides. <p>Refer to the following Web site for guidelines on creating a presentation using PowerPoint:</p> <p>http://www.actden.com/pp/ http://www.mightycoach.com/articles/powerpoint/</p> <p>3. Final Project One day, while in the company cafeteria, the Director of Operations, Patrick, sits with you to have a discussion. During the discussion, Patrick tells you that he is facing a dilemma: there is an employee who is stealing from the company. You are to report the situation. The employee has a child with an employee's medical coverage with DeKeith. The cost of the child's prescriptions is too high. To buy the medication, the employee has stolen from the production department to sell it on the street. The employee given his own wife's illness and the high cost of medication.</p> <p>You tell Patrick that you need time to consider the situation. You send him an e-mail message with your recommendation. You are to balance conflicting rights—the right of the company to protect its assets and the employee to ensure life for his family members.</p> <p>Prepare an e-mail note to Patrick in a Word document. The note should be involved in this situation. You also need to explain the actions to be taken.</p>
<p>4</p>	<ul style="list-style-type: none"> Privacy and Confidentiality Issues Trade Secrets and Conflicts of Interest Ethical Issues in the Finance Service Industry 	<p>Boatright Chapter 6 Chapter 7 Chapter 13</p>	<p>Discussion Questions:</p> <ol style="list-style-type: none"> "The regulation of financial markets protects the interests of the public but also the general public." (Boatright, 5th ed.) Explain with this statement? Explain. What are the ethical dilemmas associated with intellectual capital? Provide at least two specific examples of ethical dilemmas involving intellectual capital and your recommended actions. Explain the pros and cons of Internet access. What ethical issues come into play when managers restrict employees' Internet access?

		<p>4. What are the most important points in Reim... How does his perspective differ from that o</p> <p>Assignments:</p> <p>1. Hidden Cameras As the Ethics Officer for a technology firm, ... hidden cameras throughout your company t... in some areas of the workplace. Most of the... management with close-up video clips of er... screens.</p> <p>Prepare a one-page evaluation report in a W... at the next BOD meeting, detailing the top 1... negative aspects of installing these cameras... answer.</p> <p>Refer to the following Web site for guidelin... http://www.learningservices.gcal.ac.uk/els/</p> <p>2. Whistle-Blowing Program Proposal As a manager in a financial services compa... is to have a corporate culture that encourag... also noticed how hard it is on the person wh... that since your company is in a highly sensi... be very valuable to have a policy on whistle</p> <p>Using a Word document, prepare a draft pro... BOD meeting to establish a whistle-blowing... proposal, be sure to use a conversational ton... your proposal, address issues such as confic... procedures to report infractions.</p> <p>Refer to the following Web site for guidelin... http://members.dca.net/areid/proposal.htm</p> <p>3. Final Project You received a memo from the CEO asking... on the intellectual capital and trade secrets o... presentation is to be delivered at the next B... the comments. The CEO has asked you to in... a. Distinction between information and kn... of DeKeith and DeKeith employees. b. Factors for classifying information as s... employees have a moral obligation not... competitors. c. The ethical ways in which DeKeith can... competitors.</p> <p>Your PowerPoint presentation should conta... the tone formal but engaging. You may use... to support your analysis. Support your Pow... two-page summary. Create your summary i... use bullet points in your summary.</p>
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			<p>Refer to the following Web sites for guidelines for presentation using PowerPoint: http://www.actden.com/pp/ http://www.mightycoach.com/articles/powerpoint.html</p>
5	<ul style="list-style-type: none"> Ethical Issues in Marketing, Advertising, and Public Relations Ethical Decision-Making in Product Safety Ethical Issues in Medicine and Medical Care 	Boatright Chapter 11	<p>Discussion Questions:</p> <ol style="list-style-type: none"> Some scholars argue that the management of a company should always be the responsibility of a public relations officer from a public relations point of view, supporting your position with evidence. Discuss your views on how a company can be successful in the market place. Discuss the Do's and Don'ts of business ethics in your discussion. <p>An example that you can use is the case of the Tiger brand marketed Tiger's golf balls that were really made of plastic. Read more about this case from the following website: http://www.sportslawnews.com/archive/Articles/2004/04/040411.htm.</p> <ol style="list-style-type: none"> According to a recent survey, approximately 70% of consumers reported that they instructed their sales representatives to sell the organization's ethics as hard as they sell the product. Do you agree? If so, is necessary, and are there any pitfalls to this approach? Justify your reasoning. At the 2004 annual meeting, the American Medical Association House of Delegates adopted the recommendation "Ethical and Judicial Affairs (CEJA) Report on Referrals to Patients for Referrals". The report stated that "incentives might compromise the truthfulness of the information shared with others seeking the services of a physician." Do you agree with this opinion based on CEJA Report 4 – A-04? Justify your opinion. http://www.ama-assn.org/ama1/pub/uploaded/2004/04/040411.htm <p>Do you agree with the AMA's opinion on payment for referrals? Why or why not? Which, if any, ethical principles are violated if payment for referrals is allowed?</p> <p>Assignments:</p> <ol style="list-style-type: none"> Social Marketing and Ethics <ol style="list-style-type: none"> At this week's staff meeting, you were asked to develop a social marketing to see if it is applicable to your organization. Begin your research by learning about social marketing on the Social Marketing Institute's Website: marketing.org/sm.html. Prepare a one-page report in a Word document to share with your colleagues at the next staff meeting explaining social marketing and the ethical principles associated with it. <p>Refer to the following Web site for guidelines for presentation using PowerPoint: http://www.learningservices.gcal.ac.uk/els/1.htm</p> <ol style="list-style-type: none"> Medical Ethics You are the Ethics Officer in a medical firm.

			<p>amendments proposed by the Council of Ethics (CEJA), AMA. During your research you can find information at http://www.ama-assn.org/ama/pub/category</p> <p>Read the proposed amendment and write an analysis of the impact on medical partners detailing:</p> <ol style="list-style-type: none"> Why you think this amendment was beneficial. The ethical issues involved in this amendment. <p>3. Final Project The CEO has asked you to help analyze why the company is losing about the overseas contract made a couple of years ago. The zippers.</p> <p>The CEO asks you to lead the analytical effort. You must consult any of the staff to formulate your recommendations. A preliminary plan that outlines who you will consult, the alternatives and courses of action, and your budget. One staff member you MUST consult is the Director of Finance. Be prepared to present your findings at the next meeting.</p> <p>Two Web sites that you can refer to for examples of business plans are: http://www.bplans.com/sp/businessplans.cfm http://www.businessplans.org/VeriText/VeriText.asp</p>
<p>6</p>	<ul style="list-style-type: none"> Creating an Ethical Corporate Culture Corporate Trust and Corruption Ethics Training 	<p>Boatright Chapter 10</p>	<p>Discussion Questions:</p> <ol style="list-style-type: none"> Discuss the “hidden costs” of corporate dishonesty, low job satisfaction, and lack of trust. How can the company overcome these “hidden costs”? As an Ethics Officer, you have been asked to develop a “Code of Will” document for your company. Your Code of Will must address ethical issues are considered. Which issues are most important to the process, and why? When employees come forward to you, as the Ethics Officer, about corporate irregularities, is it possible to guarantee their anonymity? Why or why not? Research states that approximately one-third of employees report unethical behavior in the workplace. Of those who do, how many come forward and report the issue. Explain the reasons for this and suggest three corrective actions that would encourage employees to report unethical behavior. Support your recommendations with research. <p>Assignments:</p> <ol style="list-style-type: none"> The Ethics of Food Poisoning You are an executive at an Ethics Center. You are responsible for nutritional food at http://www.scu.edu/ethics/dialogue/candc/candc.asp. The Web resource discusses the challenges of ensuring that a product was linked with food poisoning. <p>The Ethical Center where you work publishes a quarterly ethics magazine. Write an article for the next issue of the magazine, outlining:</p>

			<p>a. A brief case history b. The ethical dilemmas faced by Fred Jar c. What you would have done if you were d. The key learning you have derived from</p> <p>The tone of your article should be upbeat y each level of management read the magazin two-to-three page Word document. You ma support the text.</p> <p>Refer to the following Web site for guidelin articles: http://memory.loc.gov/learn/lesson</p> <p>2. Power, Ethics, and Machiavelli You want to conduct a training session on “ You decide to read Chapter 21 of Machiave www.novelguide.com/theprince/summaries or some background information on your to describes how someone in power acquires a</p> <p>Prepare a two-page synopsis of your trainin classmates, outlining: a. If Machiavelli’s writing relates to the c corporate trust. b. What employees can learn from Machi</p> <p>3. Final Project As the Ethics Officer, you periodically tour speak with employees “on the line”. During employee confided in you that she believed produced this week had been double-stitche required. This employee had been through a knew that a double-stitched suit was suscep employee stated that she was not sure how m during the day but her boss had told her to k to meet the required number of suits.</p> <p>Based on concerns about issues such as def safety, contractual compliance, corporate tr you decide to write a formal complaint to th irregularities of which you have been told. I addressed to the VP of Production outlining complaint. Include the corrective actions yo</p> <p>Refer to the following Web site for guidelin letters: http://www.wisc.edu/writing/Handb</p>
<p>7</p>	<ul style="list-style-type: none"> • Discrimination and Employment Issues • Occupational Health and Public Safety • Women, Minorities, and Family Ethical Issues 	<p>Boatright Chapter 8 Chapter 9 Chapter 12</p>	<p>Discussion Questions:</p> <p>1. Research reveals that approximately half of sexual harassment experience some type of which top five steps can you take to ensure not occur to anyone in your company and, i retaliation against these employees?</p> <p>2. What are the ethical underpinnings of the ri</p>

			<p>workplace? How do you think Kant would</p> <p>Visit http://www.commondreams.org/views http://www.alligator.org/pt2/050323freedom</p> <p>Read about the constraint on academic schools by the executive office of a local Florida college, you have been asked to evaluate the impact and implications of the recent Florida law that is construed to constrain the academic freedom of public universities. Based on your reading, evaluate the impact on the government. What will you tell your college about the issues pertaining to this action?</p> <p>3. Discuss the central ethical issues relevant to the case. Make a case for or against the establishment of the law. Support your argument with specific reasons.</p> <p>Assignments:</p> <p>1. Employer and Employee Ethics You have employed Awilda Hernandez as a babysitter. Over the past few months, you and your family have been away from there with her two young children and a third child who is now three years old. Awilda has been a great babysitter while she is out working. Awilda is from Mexico, happy working in the United States, she must support the care of her ailing father. This would require her to stay behind. She may also have difficulty in returning to her country of the strict immigration laws in the United States.</p> <p>Based on what Awilda has revealed to you, you have been employing an illegal immigrant.</p> <p>You have a very good lawyer friend whom you can call. Send him e-mail and take his opinion on the case. Outline the outline of the case, the actions that you think you should take and the ethical dilemma you think you face. Write a response. Remember, keep the length of the e-mail message reasonable. Save your e-mail in a Word document and submit it.</p> <p>2. Sexual Harassment training You are an Ethics Officer in your organization. A new HR trainer asks you to provide some ethical perspectives on sexual harassment. You decide to take a look at some cases reviewed by the US Supreme Court at http://supct.law.cornell.edu/supct/html/97-543.html and http://supct.law.cornell.edu/supct/html/97-115.html</p> <p>Based on your analysis of the two cases, prepare a training outline. The HR trainer outlining:</p> <ol style="list-style-type: none">The reasons why sexual harassment is a problemThe ethical perspective on sexual harassment in the workplaceThe top five training parameters on the subject
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			<p>be included by the HR trainer in her training materials.</p> <p>Refer to the following Web site for guidelines: http://www.learningservices.gcal.ac.uk/els/</p> <p>3. Final Project The VP of HR asks you to review some HR policies to be implemented. She provides you with a memo regarding the pending policies.</p> <p>Those tenets are:</p> <ol style="list-style-type: none"> A new summer program will set aside a certain number of positions after internships for the family members of current employees. This may result in hiring unqualified summer employees. Qualified women and minorities will be given preference over white males at DeKeith over equally qualified white males. Affirmative Action (AA) goals can be achieved. Better-qualified minorities will also be given preferential treatment over better-qualified white males to achieve AA goals. This treatment will be mandatory so that all employees receive equal treatment as required by the federal statutes. Add these same tenets to promotion policies. <p>Prepare a one-page response memo in a Word document format. Address the tenets. Make recommendations to the VP of HR. The recommendations should serve as basic tenets for the new policies. Keep the memo to a page and provide adequate justification for your response.</p> <p>A few Web sites that you can utilize to understand the format of a business memorandum are: http://www.cba.uni.edu/buscomm/Faculty/MemoFormat.htm http://web.clas.ufl.edu/users/creed/BusinessMemorandum.htm http://oregonstate.edu/dept/eli/buswrite/memo.htm</p>
<p>8</p>	<ul style="list-style-type: none"> Ethics in the Conduct of International Business Ethical Guidelines for a Global Community 	<p>Boatright Chapter 15</p>	<p>Discussion Questions:</p> <ol style="list-style-type: none"> What considerations relevant to cultural differences are important for a manager in a transnational organization? Explain why these are important. The United States has a moral responsibility to address human rights activities in global economies. Select one issue, and defend it by citing ethical theories. Select what you believe to be the most important ethical issue facing international businesses today. Defend your position. <p>Assignments:</p> <ol style="list-style-type: none"> Medical Ethics You are the Ethics Manager in a large pharmaceutical company, Inolex State, Inc. Your company is facing difficulty in selling its products to the hospitals in a developing nation. The country's customs are different from the U.S. You are told that if Inolex officials "under the table", clear bribes can be procured.

			<p>After weighing the situation and that there are people in a developing country who need your company's products, you decide to address this issue by writing an e-mail message to your VP of Sales. Before you research the topic and find some information, you read the FCPA and the Corrupt Practices Act at http://www.bisnis.com.</p> <p>Using Word document, write a handout on the topic of "under the table" to get the supplies through the company. Include recommendations to your VP on the actions to take and your recommendations.</p> <p>2. The Ethics of Biotechnology "Biotechnology has evolved rapidly and is producing unprecedented products and services to society. The sequencing of the human genome has opened new horizons in treating human illnesses and in the provision of personalized medicine. It is possible through genetic testing to identify people who are at risk for or undesirable and heritable social behaviors. The rapid technological capabilities challenge society to determine how they relate to one another. The rapid development of new technologies needs to keep pace with the knowledge of its implications.</p> <p>As the Ethics Officer in a biotechnology firm, you are asked to put together some background information on the topic of genetic testing and assess the ethical implications for your company.</p> <ol style="list-style-type: none"> Visit http://www.ias.unu.edu/research/details to read the background material on this topic. Prepare a one-page executive summary for a meeting on the topic and its implications. Refer to the following Web site for guidelines on writing an executive summary: http://www.socialvc.net/index.cfm?fuseaction=detail&id=138&parentID=58 <p>3. Final Project A couple of weeks ago, while in the production department, you discovered across information that several MX-7 suits were double-stitched. Your complaint to the VP of Quality Control resulted in quality control checks in the production process.</p> <p>Upon investigating the fate of the double-stitched suits, you discovered 450 of those suits have been shipped overseas. You are concerned that their protective wear to be double-stitched. You are concerned that shipped suits meet their production requirements.</p> <p>You discover that the shipment of the suits was handled by a promoted production supervisor who was previously a less qualified and experienced candidate because of his connections. This discovery is causing you to think that there is a problem with the behavior at DeKeith.</p> <p>Eight weeks ago, the CEO had asked you to identify actions that would assist him in instilling a strong corporate culture at DeKeith. Given the events of the last few weeks,</p>
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			<p>you know that some changes have to be made in the company.</p> <p>Prepare a PowerPoint presentation for the CEO. The presentation should outline the major problems with ethics in the company and how to implement positive changes in the environment.</p> <p>Ensure that your presentation is not more than 10 slides. Use data charts or other graphics to corroborate your points.</p> <p>A few Web sites that you can utilize to understand business ethics presentations in PowerPoint are: http://www.actden.com/pp/ http://www.mightycoach.com/articles/powerpoint</p>
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Final Project

Ethics Officer – E.A. DeKeith Inc.

Students assume the position of the newly appointed *Ethics Officer* of a relatively young, privately held, biomedical company, E.A. DeKeith, Inc. DeKeith is a small but extremely successful company that has been in business for approximately five years. The company has grown quickly and employs over 2000 people ranging from seamstresses to the senior management. It is well known for its products and enjoys a good reputation. The CEO is also new and has limited experience as a CEO.

During the past year, the company has shifted its focus to its most popular product: the *MX-7 Biohazard Protective Suit (BPS)*. It is a protective suit that is clearly state-of-the-art and the only clothing that shields the wearer from biological, chemical, and radiological agents. It is the premier suit for use by firemen because it shields the wearer from heat. The Department of Homeland Security has found the BPS exceptionally good and set aside a sum of money in the next Presidential Budget (PB) to fund suits for firemen in seven major metropolitan areas facing the highest risk of a terrorist attack.

Your job, as a member of the DeKeith management team, is to ensure that the company conducts all business in an ethical manner and maintains a good reputation for its contribution to the health and welfare of our nation’s first responders.

Throughout this course, students will be asked to solve ethical problems that occur at DeKeith and make presentations of their solutions.

The final project is designed to provide students the opportunity to apply the concepts learned in this course in the real world. Students will research, gather information, and report their findings on selected topics in business ethics.

The weekly deliverables consist of PowerPoint presentations or executive memoranda of the week’s ethical issue. At the end of the course students will compile all the information gathered and prepare a presentation that covers the major issues of each week. The final project grade combines all the eight weeks of project activity:

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Grading Criteria

Grading Scale
Grading requirements

A	100 – 93
A-	92 – 90
B+	89 – 88
B	87 – 83
B-	82 – 80
C+	79 – 78
C	77 – 73
C-	72 – 70
D+	69 – 68
D	67 – 63
D-	62 – 60
F	59 and below

<i>Attendance/participation</i>	25%
<i>Weekly Assignments</i>	20%
<i>Final paper</i>	35%
<i>Optional</i>	10%
<i>Optional</i>	10%
	100%

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Library:

All resources in Argosy University's online collection are available through the Internet. The campus librarian will provide students with links, user IDs, and passwords.

Library Resources: Argosy University's core online collection features nearly 21,000 full-text journals and 23,000 electronic books and other content covering all academic subject areas including Business & Economics, Career & General Education, Computers, Engineering & Applied Science, Humanities, Science, Medicine & Allied Health, and Social & Behavior Sciences. Many titles are directly accessible through the Online Public Access Catalog at <http://library.argosyu.edu>. Detailed descriptions of online resources are located at <http://library.argosyu.edu/misc/onlinedblist.html>.

In addition to online resources, Argosy University's onsite collections contain a wealth of subject-specific research materials searchable in the Online Public Access Catalog. Catalog searching is easily limited to individual campus collections. Alternatively, students can search combined collections of all Argosy University Libraries. Students are encouraged to seek research and reference assistance from campus librarians.

Information Literacy: Argosy University's Information Literacy Tutorial was developed to teach students fundamental and transferable research skills. The tutorial consists of five modules where students learn to select sources appropriate for academic-level research, search periodical indexes and search engines, and evaluate and cite information. In the tutorial, students study concepts and practice them through interactions. At the conclusion of each module, they can test their comprehension and receive immediate feedback. Each module takes less than 20 minutes to complete. Please view the tutorial at <http://library.argosyu.edu/infolit/>

Academic Policies

Academic Dishonesty/Plagiarism: In an effort to foster a spirit of honesty and integrity during the learning process, Argosy University requires that the submission of all course assignments represent the original work produced by that student. All sources must be documented through normal scholarly references/citations and all work must be submitted using the *Publication Manual of the American Psychological Association, 5th Edition (2001)*. Washington DC: American Psychological Association (APA) format. Please refer to Appendix A in the *Publication Manual of the American Psychological Association, 5th Edition* for thesis and paper format. Students are encouraged to purchase this manual (required in some courses) and become familiar with its content as well as consult the Argosy University catalog for further information regarding academic dishonesty and plagiarism.

Scholarly writing: The faculty at Argosy University is dedicated to providing a learning environment that supports scholarly and ethical writing, free from academic dishonesty and plagiarism. This includes the proper and appropriate referencing of all sources. You may be asked to submit your course assignments through "Turnitin," (www.turnitin.com), an online resource established to help educators develop

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writing/research skills and detect potential cases of academic dishonesty. Turnitin compares submitted papers to billions of pages of content and provides a comparison report to your instructor. This comparison detects papers that share common information and duplicative language.

Americans with Disabilities Act Policy

It is the policy of Argosy University to make reasonable accommodations for qualified students with disabilities, in accordance with the Americans with Disabilities Act (ADA). If a student with disabilities needs accommodations, the student must notify the Director of Student Services. Procedures for documenting student disability and the development of reasonable accommodations will be provided to the student upon request.

Students will be notified by the Director of Student Services when each request for accommodation is approved or denied in writing via a designated form. To receive accommodation in class, it is the student's responsibility to present the form (at his or her discretion) to the instructor. In an effort to protect student privacy, the Department of Student Services will not discuss the accommodation needs of any student with instructors. Faculty may not make accommodations for individuals who have not been approved in this manner.

The Argosy University Statement Regarding Diversity

The Argosy University provides equitable access through its services and programs to students of any social, geographic and cultural background, regardless of gender, and strives to prepare all candidates to work with and provide services to diverse populations. Argosy demonstrates its commitment to diversity through the development and support of a diverse educational community.