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COURSE SYLLABUS

Term: Spring 2018 (2017-2)

BSMT375X/PHIL 375X—Business and Professional Ethics

Instructor Information:

Instructor Name	Dr. Kevin P. Considine
Office Number:	512
Phone Number:	219-473-4353
Email:	kconsidine@ccsj.edu
Hours Available:	Schedule an appointment
Instructor Background: Ph.D. Theology, Loyola University Chicago; M.A. Theology, Catholic Theological Union; B.A. English, Vanderbilt University	

Course Information:

Course Time:	
Course Time:	Tuesday: 7pm to 10pm
Classroom:	205
Prerequisites:	None
Required Books and Materials:	Required Text: Halbert, Terry, and Elaine Ingulli. <i>Law and Ethics in the Business Environment</i> . 7 th Edition. Mason, OH: Southwestern/Cengage, 2012, ISBN: 978-0-538-47351-4 Required Text: O'Brien, T. and Collier, E. <i>Good Business: Catholic Social Teaching in the Workplace</i> . Winona, Minnesota: Anselm Academics, 2014 ISBN: 978-1-59982-169-6 Required Text (handed out): <i>Vocation of the Business Leader: A Reflection</i> . Pontifical Institute for Justice and Peace.
Learning Outcomes/Student Competencies: Students in this course will: <ul style="list-style-type: none">• Be able to read, speak, and write critically about ethical issues.• Understand some of the links between ethical and legal issues.• Address ethical issues in the conduct of U.S. corporations.• Study the international impact of business decisions.	

Course Description: This course will investigate some of the major social and ethical issues associated with business and the professions. Topics to be covered include theories of right and wrong, relativism, the justification of moral judgments, the social responsibilities of business employers, immigration, global warming, bluffing in negotiations, deception in advertising, extortion, decision-making role of the professional, and professional responsibility.

Learning Strategies: Presentations, Lecture, Discussion

Experiential Learning Opportunities: TBD

NIGHTLY SCHEDULE:

7pm--Welcome/Announcements/Quiz

7:15pm—"Business Ethics in the News" Presentation and Response

7:30pm--Lecture/Discussion

8:30pm--Break

8:45pm—"Business Ethics from Experience" Presentation and Response

9pm--Lecture/Discussion

9:45pm--Q&A. Closing Assignment

10pm--Dismissal

Assessments:

Assessments:		
Major Assignments:	Essay on Work Experience & Ethics (10%) Weekly Quizzes (20%) Presentation 1: News (5%) Presentation 2: Experience (5%) Extemporaneous Responses 1 & 2 (5%) Midterm Assessment (20%) Final Assessment (35%)	
Class Participation	You will not succeed if you do not participate	
Grading Scale		
	100 – 92: A	91 – 90: A-
	89 – 88: B+	87 – 82: B
	81 – 80: B-	
	79 – 78: C+	77 – 72: C
	71 – 70: C-	
	69 – 68: D+	67 – 62: D
	61 – 60: D-	
	59 and below	F

Course Schedule:		
Class Date	Assignments	Reading Assignment Due
January 16 th	Introduction	
January 23 rd	Human Dignity	<i>Good Business</i> , pp. 33-60 <i>Law & Ethics</i> , Chapter 1
January 30 th	Common Good	<i>Good Business</i> , pp. 61-86
February 6 th	Stewardship	<i>Good Business</i> , pp. 87-114 <i>Law & Ethics</i> , Chapter 8
February 13 th	Option for the Poor	<i>Good Business</i> , pp. 115-140
February 20 th	Justice	<i>Good Business</i> , pp. 141-174 <i>Law & Ethics</i> , Chapter 2
February 27 th	Subsidiarity	<i>Good Business</i> , pp. 175-202
March 6 th	SPRING BREAK (no class)	
March 13 th	Solidarity	<i>Good Business</i> , pp. 203-230 <i>Law & Ethics</i> , Chapter 5
March 20 th	Rights and Responsibilities	<i>Good Business</i> , pp. 231-259
March 27 th	Marketing, Communications, Manipulation	<i>Law & Ethics</i> , Chapter 7
April 3 rd	Diversity, Gender, Inclusion, Equity, and Culture	<i>Law & Ethics</i> , Chapter 4
April 10 th	Climate Change	<i>Law & Ethics</i> , Chapter 6
April 17 th	Business as "Vocation" I	<i>VOBL; Good Business</i> , pp. 260-270
April 24 th	Business as "Vocation" II	<i>VOBL;</i>
Exam Week	Final Assessments	

****I reserve the right to change this schedule to meet the needs of the class****

Responsibilities	
Attending Class	<p>: You cannot succeed in this class if you do not attend. We believe that intellectual growth and success in higher education occur through interaction in the classroom and laboratories. However, we do not want to penalize students for participating in college-sponsored events. When you miss class because of a college event, you must give notice of your absence in advance, and you are responsible for all missed work. Being absent doesn't excuse you from doing class work; you have more responsibilities to keep up and meet the objectives of this course.</p> <p>Therefore, if a student is absent three (3) times or more the student will be subjected to a grade of F or FW per policy stated under the Withdrawal from Classes section on this syllabus.</p>

Turning In Your Work	<p>You cannot succeed in this class if you do not turn in all your work on the day it is due.</p> <p>ALL WORK IS DUE AT BEGINNING OF CLASS. IT SHOULD BE SUBMITTED EITHER 1.) TO MY EMAIL ACCOUNT OR 2.) ON PAPER. LATE WORK WILL HAVE POINTS DEDUCTED FOR EACH DAY LATE</p> <p><i>I RESERVE THE RIGHT NOT TO ACCEPT LATE WORK.</i></p>
CCSJ Student Honor Code	<p>This course asks students to reaffirm the CCSJ Student Honor Code:</p> <p>I, as a student member of the Calumet College academic community, in accordance with the college's mission and in a spirit of mutual respect, pledge to:</p> <ul style="list-style-type: none"> • Continuously embrace honesty and curiosity in the pursuit of my educational goals; • Avoid all behaviors that could impede or distract from the academic progress of myself or other members of my community; • Do my own work with integrity at all times, in accordance with syllabi, and without giving or receiving inappropriate aid; • Do my utmost to act with commitment, inside and outside of class, to the goals and mission of Calumet College of St. Joseph.
Using Electronic Devices	<p>Electronic devices can only be used in class for course-related purposes. If you text or access the Internet for other purposes, you may be asked to leave, in which case you will be marked absent.</p> <p>Your classmates are here to learn, and many are making great sacrifices to get a college education. Disruptions affect everyone, and disruptive behavior will not be tolerated. Take care of restroom needs before class begins; we will take a break midway through each session. All cell phones, beepers, pagers, etc. should be turned off and stored out of sight during class. The instructor will be notified regarding any exceptions that may be required due to family responsibilities.</p>
Participating in Class	<p>You must be on time, stay for the whole class and speak up in a way that shows you have done the assigned reading. If you are not prepared for class discussion, you may be asked to leave, in which case you will be marked absent.</p>
Doing Your Own Work	<p>If you turn in work that is not your own, you are subject to judicial review, and these procedures can be found in the College Catalog and the Student Planner. The maximum penalty for any form of academic dishonesty is dismissal from the College.</p> <p>Using standard citation guidelines, such as MLA or APA format, to document sources avoids plagiarism. The Library has reference copies of each of these manuals, and there are brief checklists in your Student Handbook and Planner.</p>

	PLEASE NOTE: All papers may be electronically checked for plagiarism.
Tracking Your Progress	Your midterm grade will be available on MyCCSJ between Weeks 6 and 8. Be sure to see how you're doing and follow up with your instructor.
Sharing Your Class Experience	At the end of the term, you will have the opportunity to evaluate your classroom experience. These confidential surveys are <i>essential</i> to our ongoing efforts to ensure that you have a great experience that leaves you well prepared for your future. Take the time to complete your course evaluations – we value your feedback!
Withdrawing from Class	After the last day established for class changes has passed (see the College calendar), you may withdraw from a course by following the policy outlined in the CCSJ Course Catalog.

Resources	
Student Success Center:	The Student Success Center provides faculty tutors at all levels to help you master specific subjects and develop effective learning skills. It is open to all students at no charge. You can contact the Student Success Center at 219 473-4287 or stop by the Library.
Disability Services:	Disability Services strives to meet the needs of all students by providing academic services in accordance with Americans with Disabilities Act (ADA) guidelines. If you believe that you need a “reasonable accommodation” because of a disability, contact the Disability Services Coordinator at 219-473-4349.
Student Assistance Program	Calumet College of St. Joseph provides a free Student Assistance Program (SAP) to current students. The SAP is a confidential counseling service provided to students for personal and school concerns which may be interfering with academic performance and/or quality of life. The SAP counselor is available on campus once a week. For more information, contact the Vice President for Enrollment and Retention, Dr. Dionne Jones-Malone, Office # 611, 219-473-4305.
CCSJ Alerts:	<p>Calumet College of St. Joseph’s emergency communications system will tell you about emergencies, weather-related closings, or other incidents via text, email, or voice messages. Please sign up for this important service annually on the College’s website at: http://www.ccsj.edu/alerts/index.html.</p> <p>In addition, you can check other media for important information, such as school closings:</p> <p>Internet: http://www.ccsj.edu Radio: WAKE – 1500 AM, WGN – 720 AM, WIJE – 105.5 FM, WLS – 890 AM, WZVN – 107.1 FM, WBBM NEWS RADIO 78 TV Channels: 2, 5, 7, 9, 32</p>

Emergency Procedures

MEDICAL EMERGENCY

EMERGENCY ACTION

1. Call 911 and report incident.
2. Do not move the patient unless safety dictates.
3. Have someone direct emergency personnel to patient.
4. If trained: Use pressure to stop bleeding.
5. Provide basic life support as needed.

FIRE

EMERGENCY ACTION

1. Pull alarm (located by EXIT doors).
2. Leave the building.
3. Call 911 from a safe distance, and give the following information:
 - Location of the fire within the building.
 - A description of the fire and how it started (if known)

BUILDING EVACUATION

1. All building evacuations will occur when an alarm sounds and/or upon notification by security/safety personnel. **DO NOT ACTIVATE ALARM IN THE EVENT OF A BOMB THREAT.**
2. If necessary or if directed to do so by a designated emergency official, activate the building alarm.
3. When the building evacuation alarm is activated during an emergency, leave by the nearest marked exit and alert others to do the same.
4. Assist the disabled in exiting the building! Remember that the elevators are reserved for persons who are disabled. **DO NOT USE THE ELEVATORS IN CASE OF FIRE. DO NOT PANIC.**
5. Once outside, proceed to a clear area that is at least 500 feet away from the building. Keep streets, fire lanes, hydrant areas and walkways clear for emergency vehicles and personnel. The assembly point is the sidewalk in front of the college on New York Avenue.
6. **DO NOT RETURN** to the evacuated building unless told to do so by College official or emergency responders.

IF YOU HAVE A DISABILITY AND ARE UNABLE TO EVACUATE:

Stay calm, and take steps to protect yourself. If there is a working telephone, call 911 and tell the emergency dispatcher where you are **or** where you will be moving. If you must move,

1. Move to an exterior enclosed stairwell.
2. Request persons exiting by way of the stairway to notify the Fire Department of your location.
3. As soon as practical, move onto the stairway and await emergency personnel.
4. Prepare for emergencies by learning the locations of exit corridors and enclosed stairwells. Inform professors, and/or classmates of best methods of assistance during an emergency.

HAZARDOUS MATERIAL SPILL/RELEASE

EMERGENCY ACTION

1. Call 911 and report incident.
2. Secure the area.
3. Assist the injured.

4. Evacuate if necessary.

TORNADO

EMERGENCY ACTION

1. Avoid automobiles and open areas.
2. Move to a basement or corridor.
3. Stay away from windows.
4. Do not call 911 unless you require emergency assistance.

SHELTER IN PLACE

EMERGENCY ACTION

1. Stay inside a building.
2. Seek inside shelter if outside.
3. Seal off openings to your room if possible.
4. Remain in place until you are told that it is safe to leave.

BOMB THREATS

EMERGENCY ACTION

1. Call 911 and report incident.
2. If a suspicious object is observed (e.g. a bag or package left unattended):
 - Don't touch it!
 - Evacuate the area.

TERRORISM AND ACTIVE SHOOTER SITUATIONS

EMERGENCY ACTION

1. Call 911 and report intruder.

RUN, HIDE OR FIGHT TIPS:

1. **Prepare** – frequent training drills to prepare the most effectively.
2. **Run and take others with you** – learn to stay in groups if possible.
3. **Leave the cellphone.**
4. **Can't run? Hide** – lock the door and lock or block the door to prevent the shooter from coming inside the room.
5. **Silence your cellphone** -- use landline phone line.
6. **Why the landline?** It allows emergency responders to know your physical location.
7. **Fight** – learn to “fight for your life” by utilizing everything you can use as a weapon.
8. **Forget about getting shot – fight!** You want to buy time to distract the shooter to allow time for emergency responders to arrive.
9. **Aim high** – attack the shooter in the upper half of the body: the face, hands, shoulder, neck.
10. **Fight as a group** – the more people come together, the better the chance to take down the shooter.
11. **Whatever you do, do something** – “react immediately” is the better option to reduce traumatic incidents.