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Calumet College

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*Calumet College of St. Joseph is a Catholic institution of higher learning dedicated to the academic, spiritual and ethical development of undergraduate and graduate students. Informed by the values of its founding religious community, the Missionaries of the Precious Blood (C.P.P.S.), the College promotes the inherent dignity of all people, social justice, an ethic of service, student empowerment, opportunity, and lifelong learning.*

### **COURSE SYLLABUS, Summer 2019**

**Course: Business Ethics, ORMN 455.** The focus of this course is to emphasize the centrality of ethical values such as honesty, trust, respect and fairness in the context of individual and organizational effectiveness. Utilizing Kohlberg's Theory of Moral Development, the course explores the concept of how one develops moral reasoning and the interaction of moral judgment using three Models of Management Ethics. The intent is to demonstrate the breadth of responsibility of the individual manager, organization, and corporation in making "ethical" decisions.

The methodology utilized focuses on analysis of case studies, role-playing, and experiential exercises designed to present the learner with a wide range of topics and decision situations. Such topics include personal and organizational ethics, ethical issues in the global arena, business' influence on government and policy making, consumerism and consumer stakeholders, the relationship between the natural environmental and business and the relationship between business and employees—including the New Social Contract and changes in the workplace related to employee rights. In addition, participants will be encouraged to challenge their own constructs around ethical values discussed in the course of the class and examine their actions as they relate to the models presented in this course.

<b>Instructor Information:</b>	
<b>Instructor Name</b>	Dr. Roy Scheive
<b>Office Number:</b>	511
<b>Phone Number:</b>	Office 219-473-4228 Cell Phone 219-671-1065
<b>Email:</b>	<a href="mailto:rscheive@ccsj.edu">rscheive@ccsj.edu</a>
<b>Office Hours:</b>	Monday through Thursday, 10 to 3, Call for appointment is highly recommended.

**Instructor Background:** My name is Dr. Roy Scheive and I am the Chair of the Business Management Department and the Program Director of the Organization Management Program and Masters in Management Program. I earned my undergraduate degree from Indiana University in Organization Management. I earned my first Master's Degree in Education from Purdue University, and a second Master's Degree in Leadership from Indiana Wesleyan University. I completed my Ph.D. in Leadership from Indiana Wesleyan University. My dissertation studied the *Impact of Academic Administrators Transformational Leadership Styles on Faculty's Perceptions and Participation in Shared Governance*.

I enjoy traveling and learning about new cultures. I have attended CCSJ's mission project in Guatemala twice and have helped raise money for the mission since 2006. I have taught Global Management courses in the MBA Program at Escela de Organizacion Industrial University in Madrid, Spain and have taken courses at the University of Maastricht in the Netherlands. Last year (2017) I completed my certification in Cultural Intelligence (level 1 & 2) from the highly respected Cultural Intelligence Center. I have taught the courses listed below in both the traditional and accelerated programs at Calumet College of St. Joseph.

- Business Ethics
- Human Resources for Managers
- Business Mathematics
- Organizational Behavior
- Integrated Project
- Integrated Mathematics Concepts
- Business Writing
- Marketing
- Applied Management
- Global Management
- Organizational Leadership

<b>Course Information:</b>	
<b>Course Time:</b>	6:00 P.M. to 10:00 P.M. July 4 (on-line) July 11, 18, 25, and August 1
<b>Classroom:</b>	Geminus Center, 8400 Louisiana St, Merrillville, IN 46410 Lower Level
<b>Prerequisites:</b>	Enrolled in the ORMN Program
<b>Required Books and Materials:</b>	Buchholtz, A. and Carroll, A. (2018). <u>Business &amp; Society. Ethics and Stakeholder Management..</u> (10 <sup>th</sup> Ed.). Mason, Ohio: South-Western.
<b>Learning Outcomes/ Competencies:</b>	
The intention of this course is to introduce the concepts of ethics and moral development and examine the application of these concepts as they relate to business and social responsibility. After completing this course, each participant is expected to:	
<ul style="list-style-type: none"> <li>• Understand several ethics theories and be able to apply these theories in real world</li> </ul>	

settings.

- Demonstrate a deeper understanding of the moral choices that are implicit in virtually every aspect of work life by applying the concepts to one's own experience.
- Demonstrate an understanding of Stakeholder Management Theory by articulating different types of ethical business dilemmas that occur on a regular basis and be able to recognize and analyze these situations based on the Stakeholder Management Framework. At the end of the analysis, one must be able to reach a logical, ethical, and solid business decision based on these principles.
- Analyze one's own personal value system and how that system guides his or hers moral and ethical decision-making in the workplace.
- Understand the limitations of Stakeholder Management Theory and the inherent struggles between societal and individual definitions of moral/ethical behavior.

**This course meets the following learning objectives for the Organization Management Program:**

1. Be able to articulate a personal philosophy of management and apply that philosophy in actual organizational settings.
2. Be able to apply research skills and appropriate quantitative methods in order to evaluate and address real world problems in organizations.
3. Be able to critically and reflectively evaluate and engage in ethical issues in Organization Management, particularly questions of social responsibility and professional decision-making.
4. Be able to create a logical argument and communicate ideas at a professional level both orally and in written form.

**Course Description:** The focus of this course is to emphasize the centrality of ethical values such as honesty, trust, respect and fairness in the context of individual and organizational effectiveness. Utilizing Kohlberg's Theory of Moral Development, the course explores the concept of how one develops moral reasoning and the interaction of moral judgment using three Models of Management Ethics. The intent is to demonstrate the breadth of responsibility of the individual manager, organization, and corporation in making "ethical" decisions.

**Learning Strategies:** The methodology utilized focuses on analysis of case studies, role-playing, and experiential exercises designed to present the learner with a wide range of topics and decision situations. Such topics include personal and organizational ethics, ethical issues in the global arena, business' influence on government and policy making, consumerism and consumer stakeholders, the relationship between the natural environmental and business and the relationship between business and employees—including the New Social Contract and changes in the workplace related to employee rights. In addition, participants will be encouraged to challenge their own constructs around ethical values discussed in the course of the class and examine their actions as they relate to the models presented in this course

**In Class Case Studies:**

Students will be assigned work groups. Groups are to analyze the case, identify issues and present solutions. Each team member will be graded based upon the overall performance of the team.

**Experiential Learning Opportunities:**

None

<b>Assessments:</b>
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<b>Major Assignments:</b>	<p><b>Assignment A:</b> Locate an article from a business journal (such as Newsweek or Time Magazine) about an organizational ethical issue. This article must be at least 4 pages in length. Ask the library for help if having trouble finding a 4 page article. Turn in a one page brief summary of the article be prepared to present for 5 minutes on:</p> <ul style="list-style-type: none"> <li>• summarizing the article</li> <li>• describe the ethical issue(s) involved</li> <li>• special interest groups involved (if any)</li> <li>• different stakeholders view points of ethical issue(s)</li> <li>• corporate responsibility or corporate citizenship needs in acting on the ethical issue</li> <li>• Turn a copy of the article in to instructor with name placed at top of first page</li> </ul> <p><b>Assignment B:</b> Bring to class an article from a professional journal about an important ethical issue in the Global Arena. This article must be at least 4 pages in length. Turn is a one page brief summary of the article and be prepared to present for 10 minutes on:</p> <ul style="list-style-type: none"> <li>• summarizing the article</li> <li>• describe the ethical issue(s) involved</li> <li>• how does this issue affect U.S. Citizens versus Citizens of the World</li> <li>• is this issue affected by cultural relativism or ethical relativism</li> <li>• corporate responsibility or corporate citizenship needs in acting on the ethical issue</li> <li>• Turn a copy of the article in to instructor with name placed at top of first page</li> </ul> <p><b>Assignment C:</b> Write a 4 page summary and analysis of an organization of your choice which could be described as transforming</p>
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ethically. Discuss if consumers or outside organizational stakeholders influenced the transformation. Discuss the organization's ethical values, principles and practices which shape its culture as well as the challenges it must address in sustaining it. Be prepared to give a 10 minute presentation on your paper during session four

Paper must be in APA format and you must cite at least two sources. (One source may be our course textbook).

**Assignment D:** Write a 5 to 7 page paper describing your ethical philosophy of leadership. This paper must include at least 4 sources and include key ethical principles which inform your personal leadership decisions and describe how you as a leader encourage others to act ethically and make ethical decisions. As a leader, what structures can you create to encourage ethical behaviors (code of ethics). Sources may include the Bible, your course text and at least 2 additional sources. Be prepared to give a 10 minute presentation on your paper during session five..

**Presentation:** (only have to give a presentation to inform audience on topic, no paper due but must submit your power points or handouts.) Presentations must be at least 20 to 30 minutes and every member of group must present. Students are strongly encouraged to show a film segment from the web (such as a YouTube) or conduct a class activity during their presentation.

**Night Two:** Business Ethics and Technology, Globalization (Roy)

**Night Three:** Lobbyist, Regulation or Regulatory Agencies, super PACS

**Night Four:** Product safety, Truth in Advertising or Marketing, Sustainability,

**Night Five:** Food and Drug Administration, Quality and Safety, Global Warming, Right to Privacy

<b>Assessments:</b>	Class Participation/Collaboration	25 points (5 points per class)
	Assignment A	10 points
	Assignment B	10 points
	Assignment C	30 points
	Assignment D	40
	Answers to Case Studies: 10 points each: Heinz Steals the Drug Truno's DNA	30 points

	Nike		
	Answers to” Capitalism a Love Story” complete only 10 answers out of the 20 included in the handout.	20 points	
	Presentation	30 points	See list of topics
	Power Point of Presentation, or handouts	15 points	
	<b>TOTAL</b>	<b>210 points</b>	
<b>Assignment Policy And Participation</b>	<b>Class Policy for Assignments:</b> <ul style="list-style-type: none"> <li>• Reading assignments must be completed before attendance in class</li> <li>• All students are expected to participate in class discussion applying concepts and terms covered in class readings.</li> </ul>		
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<b>Grading Scale:</b>  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:**

1	Read Chapters 1, 2, 3,  Go to you tube and watch “Capitalism a Love Story” a copy of the movie is also available at CCSJ’s Library.  Submit responses to 15 out of the 22 questions regarding “Capitalism a Love Story”. These questions can be found on Blackboard. Be prepared to have a discussion about this movie week two.
2	Read Chapters 7,8,10

	<p>Assignment “<b>A</b>” Due at the beginning of class. Be prepared to present for 5 to 10 minutes on your selected article.</p> <p>Read Case Study: Truro’s DNA Dragnet, which is posted on blackboard. Question 3 will be answered in class.</p> <p>Heinz Steals the Drug Activity: answer to question is due.</p> <p>Presentation on Globalization  <b>Dr. Roy Scheive will complete this presentation.</b></p>
3	<p>Read Chapters 11, 12</p> <p>Assignment “<b>B</b>” Due at the beginning of class. Be prepared to present on your selected article for 10 minutes.</p> <p>Read case study: Nike, Inc. and Sweatshops pages 671 to 677. Turn in answers to questions 1 to 7 page 677</p> <p>Presentations Due</p>
4	<p>Assignment “<b>C</b>” Due at the beginning of Session Four,</p> <p>Presentations Due</p>
5	<p>Read Chapters 13, 14, 15</p> <p>Assignment “<b>D</b>” Due at the beginning of Session Five</p> <p>Presentations Due with power point due</p>

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

<b>Responsibilities</b>	
<b>Class Discussion and Participation</b>	<p><b>Class Discussion and Participation Expectations:</b>  <u>When participating in class discussions, it is expected that students will demonstrate an understanding of the material that is being discussed.</u></p>

	<p>The following guidelines will be used to determine a student's participation grade:</p> <ol style="list-style-type: none"> <li>1. Demonstrated evidence that you have read the assigned work.</li> <li>2. Demonstrated evidence that you have grasped the author(s) meaning.</li> <li>3. Demonstrated evidence that you have reflected upon and given thought to the ideas, topics and work.</li> <li>4. Demonstrated evidence that you have listened to your classmates' input and experiences.</li> <li>5. Demonstrated verbal reflection upon responses to interpretations.</li> </ol>
<b>Attending Class</b>	<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. Being absent doesn't excuse you from doing class work; you have <b>more</b> responsibilities to keep up and meet the objectives of this course.</p> <p><u>Students are expected to attend all class sessions.</u> If a student must miss a class session they are expected to contact the instructor prior to the class session. If a student misses more than one four-hour class session they will be administratively withdrawn from that class.</p>
<b>Turning In Your Work</b>	<p>You cannot succeed in this class if you do not turn in all your work when due. Homework assignments that are turned in late will have a grade deduction of one letter grade. <b>No more than one assignment may be turned in late for the entire course.</b></p>
<b>CCSJ Student Honor Code</b>	<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"> <li>• Continuously embrace <b>honesty and curiosity</b> in the pursuit of my educational goals;</li> <li>• Avoid all behaviors that could impede or distract from the academic progress of myself or other members of my <b>community</b>;</li> <li>• Do my own work with <b>integrity</b> at all times, in accordance with syllabi, and without giving or receiving inappropriate aid;</li> <li>• Do my utmost to act with commitment, inside and outside of class, to the goals and <b>mission</b> of Calumet College of St. Joseph.</li> </ul>
<b>Using Electronic Devices</b>	<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>
<b>Participating in Class</b>	<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, you may be asked to leave, in which case you will be marked absent.</p>

<b>Doing Your Own Work</b>	<p>If you turn in work that is not your own, you will be subject to judicial review by the Faculty-Student Grievance Committee. These procedures can be found in the Student Planner. The maximum penalty for any form of academic dishonesty is dismissal from the College.</p> <p>Using standard citation guidelines to document sources avoids plagiarism. You'll find guides to the major citation methods at the CCSJ Specker Library Web page at <a href="http://www.ccsj.edu/library/subjectsplus/subjects/guide.php?subject=cite">http://www.ccsj.edu/library/subjectsplus/subjects/guide.php?subject=cite</a></p> <p><b>PLEASE NOTE:</b> All papers may be electronically checked for plagiarism.</p>
<b>Citation Guidelines:</b>	<p>Calumet College of St. Joseph adheres to citation guidelines as prescribed by the particular discipline. <b><u>OMN-455 students will adhere to the American Psychological Association Guidelines (APA) style for all papers.</u></b></p>
<b>Sharing Your Class Experience</b>	<p>At the end of the term, you will have the opportunity to evaluate your classroom experience. These confidential surveys are <b>essential</b> 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!</p>
<b>Withdrawing from Class</b>	<p>After the last day established for class changes has passed (see the College calendar in the CCSJ Course Catalog), you may withdraw from a course by following the policy outlined in the Course Catalog.</p>

<b>Resources</b>	
<b>CCSJ Book Rental Program</b>	<p>The CCSJ Book Program ensures that everyone has the right course materials on the first day of class to be successful. You pay a book rental fee each semester, and in return, receive all the materials for all your classes prior to the beginning of classes. At the end of the semester, simply return the books. For traditional students, the Book Rental Program is conveniently located in the library, where students can pick up and return their books. For students in accelerated programs and graduate programs, books will be delivered to their homes and they can return them by mail. For more information, see <a href="http://www.ccsj.edu/bookstore">http://www.ccsj.edu/bookstore</a>. <b>All books must be returned at the end of the semester or you will incur additional fees, which will be charged to your student account.</b></p>
<b>Student Success Center:</b>	<p>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.</p>
<b>Disability Services:</b>	<p>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</p>

	“reasonable accommodation” because of a disability, contact the Disability Services Coordinator at 219-473-4349.
<b>Student Assistance Program</b>	Through a partnership with <b>Crown Counseling</b> , 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 and off-site at the Crown Counseling offices in Crown Point or Hammond. For more information, <b>contact Kerry Knowles SAP Counselor</b> , at 219-663-6353 (office), 219-413-3702 (cell), or <a href="mailto:kerryk@crowncounseling.org">kerryk@crowncounseling.org</a> .
<b>CCSJ Alerts:</b>	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: <a href="http://www.ccsj.edu/alerts/index.html">http://www.ccsj.edu/alerts/index.html</a> .