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Calumet College

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of Saint Joseph

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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.*

*We are committed to the Five Pillars of a CCSJ Education: The CCSJ graduate will be Open to Growth, Intellectually Competent, Religious, and Committed to Doing Justice. This class, as outlined below, will help you to achieve those goals.*

### **COURSE SYLLABUS, Summer 2020**

<b>Course: MSM 570: Legal and Ethical Issues for Managers</b>
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<b>Instructor Information:</b>	
<b>Instructor Name</b>	Dr. Roy Scheive
<b>Office Number:</b>	511
<b>Phone Number:</b>	Cell: 219-671-1065 <b>when you text me please include your name in the text.</b>
<b>Email:</b>	<a href="mailto:rscheive@ccsj.edu">rscheive@ccsj.edu</a> <b>Best way to contact me.</b>
<b>Office Hours:</b>	Monday through Thursday, Noon to 4, Appointment strongly recommended. E-mail or by phone (see above)
<b>Instructor Background:</b> My name is Dr. Roy Scheive and I am the Chair of the Business Management Department and the Director of the Organization Management Program. In addition, I am also the Director of the Master of Science in Business 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 <i>Impact of Academic</i>	

*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. In addition, I have taken courses at the University of Maastricht in the Netherlands. In 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. Courses taught include:

- Applied Management
- Business Ethics
- Business Mathematics
- Global Management
- Human Resources for Managers
- Integrated Mathematics Concepts
- Organizational Leadership (on-line)
- Organizational Behavior
- Integrated Project

**Course Information:**

<b>Course Time:</b>	Class meets on-line on the following dates: April 28, May 5, 12, 19, 26, June 2, 9
<b>Classroom:</b>	On-line
<b>Prerequisites:</b>	Be admitted to the Master of Management Program at CCSJ
<b>Required Books and Materials:</b>	McAdams, Dosanjh Zucker, Neslund, Smoker. (2018). <i>Law, Business and Society</i> . (12th Ed.). New York, NY: McGraw Hill Education. ISBN: 978-1-259-72188-5

**Learning Outcomes/ Competencies:**

This course will place heavy emphasis on analysis. In the context of legal and ethical issues, the questions asked have importance. The goal is for students to learn existing policy in the various substantive areas, understand and retain these policies, and carefully analyze the desirability of those policies.

**Learning Outcomes/ Competencies: Students in this course will be able to:**

1. Define the changing role of ethical behavior for managers and leaders in today's work environment.
2. Identify key elements of leading an ethical organization.

3. Recognize the expanding role of ethical leadership, through the lens of emotional intelligence.
4. Discuss the social, ethical, and legal responsibilities of leaders and managers.
5. Reflect upon and engage in critical problem solving, applying key ethical principles, in all course discussions, assignments, and group project work.
6. Synthesize concepts, ideas, and practices into a logical cohesive plan, paper, or presentation.

**Course Description:**

Examine legal and ethical issues at the graduate level, by examining the legal environment of business, government and business, and business and society. This course will further examine contemporary legal and ethical conflicts emerging in present in current news and events.

**Learning Strategies** Lectures via Zoom, on-line class discussions, group projects, individual presentations, and quizzes.

**Experiential Learning Opportunities:**

Problem-based learning activities, project-based learning, researching and presenting.

**Class Schedule.**

*All Assignments Due by Midnight and must be Submitted to Blackboard*

*Please review Weekly On-line Discussion Criteria on Next Page.*

<p><b>Week One</b> April 28</p>	<p>Complete Quiz 1, Due April 27 by Midnight</p> <p>On-line discussion: Original post due April 24, Response to two fellow students due April 27.</p> <p><b>Assignment 1: Case One: Guns, pp. 122-123, answer all questions 1-3. Due April 27.</b></p>	<p>Read Chapters 1,2, 3</p>
<p><b>Week Two</b> May 5</p>	<p>Complete Quiz 2, Due May 4 by Midnight</p> <p>On-line discussion: Original post due May 1, Responses to two fellow students due May 4.</p> <p><b>Assignment 2: Legal Briefcase, pp. 201-204, answer question 1-4 on pp. 203-204. Due May 4.</b></p>	<p>Read Chapters 4 &amp; 5</p>

<b>Week Three</b> May 12	Complete Quiz 3, Due May 11 by Midnight  On-line discussion: Original post due May 8, Responses to two fellow students due May 11.  <b>Assignment 3: Practicing Ethics-Bloggers Work for Free, p. 267, Answer question 1 &amp; 2. Due May 11.</b>	Read Chapters 6 & 7
<b>Week Four</b> May 19	Complete Quiz 4, Due May 18 by Midnight  On-line discussion: Original post due May 15, Responses to two fellow students due May 18.  <b>Assignment 4: Legal Briefcase: SEC vs. Texas Gulf Sulfur Co., pp 421-422. Answer questions 1, 2, &amp; 3, Due May 18.</b>	Read Chapters 8 & 9
<b>Week Five</b> May 26	Complete Quiz 5, Due May 25 by Midnight  On-line discussion: Original post due May 22, Responses to two fellow students due May 25.  <b>Assignment 5: Legal Briefcase: Drug Mart Pharmacy Corp v. American Home Products, pp 463 &amp; 464, Answer questions 1-5. Due May 25.</b>	Read Chapters 10 & 11
<b>Week Six</b> June 2	Complete Quiz 6, Due June 1 by Midnight  On-line discussion: Original post due May 29, Responses to two fellow students due June 1.  <b>Assignment 6: Practicing Ethics: Hearing the Whistle Blow? pp 543&amp; 544. Answer question 1-5. Due June 1.</b>	Read Chapters 12, 13, 14
<b>Week Seven</b> June 9	Complete Quiz 7, Due June 8 by Midnight  On-line discussion: Original post due June 5, Responses to two fellow students due June 8.  <b>Final Paper and Presentation. See Blackboard Week 7. Due by 6:00 P.M. on June 9.</b>	Read Chapters 15, 16, 17, 18

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

<b>Assessment</b>	<b>Points Per Week</b>	<b>Total Points</b>
Weekly Quizzes	10	70
Weekly On-line Discussion	10	70
Weekly Assignments (6 total)	10	60
Final Paper	60	60
<b>Total Points</b>		<b>260</b>

**Take Total Points Earned and Divide by 260 Points to determine Percentage Grade.**

**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		

**WEEKLY ON-LINE DISCUSSIONS (via Blackboard)**

Students are expected to participate in weekly on-line discussions via Blackboard. The faculty member will post a question or list of questions that students must respond to. Each week’s question(s) will be posted on Blackboard on Monday, the day before the start of the next class session. Students will need to provide their response by **Friday before Midnight**. Then students must provide a response that demonstrates thoughtful consideration to at least two fellow students’ original post by **Monday before Midnight**. Students’ original post must be at least 200 words in length. Response to other students’ post must be a minimum of 50 words in length.

Points will be deducted for late post to blackboard. Points may not be given if post are more than one day late.

**Tuesday by Noon:** Faculty member will post on-line discussion question(s) to blackboard.

**Friday by Midnight:** Student’s original post are due (200 word minimum).

**Monday by Midnight:** Student’s response post to fellow students due (50 word minimum).

<b>Responsibilities</b>	
<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. <b>Students will earn a grade of “FW” if they miss more than one class session or a total of 4 hours of class time.</b></p> <p><b>Students must contact the instructor if they will miss a class session ASAP.</b></p>

<b>Turning in Your Work</b>	You cannot succeed in this class if you do not turn in all your work when due. Student may only submit one assignment late. The late assignment's final grade will be lowered by 10 % for lateness. <b>All assignments must be submitted through Blackboard unless otherwise noted.</b>
<b>Meeting Standards for Classroom Behavior</b>	<ul style="list-style-type: none"> <li>• <b>Use all the class time.</b> Come to class on time and stay in class until the end. Coming late, leaving early, and getting up during class disrupts the class and disrespects others. <i>These rules apply to on-line class sessions using Zoom. Students should log onto the course schedule class session at least 5 minutes early.</i></li> <li>• <b>Come prepared.</b> Bring your texts, be prepared to take notes, and be able to demonstrate that you have completed the assignments for the day through your participation in class.</li> <li>• <b>Respect others.</b> Listen when your classmates and the instructor are speaking. Think about their contributions. Respond appropriately.</li> <li>• <b>Use electronic devices only for class purposes.</b> Engage with your classmates and the instructor without technological distractions</li> <li>• <b>Final course grade may be lowed if student is late to more than one class session</b></li> </ul>
<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>Participating in Class</b>	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. <b>If student miss more than one class session, or miss more than 4 hours of class time they will earn a grade of "FW" for the course.</b>
<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>

	<b>PLEASE NOTE:</b> All papers may be electronically checked for plagiarism.
<b>Sharing Your Class Experience</b>	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!
<b>Withdrawing from Class</b>	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.  Please see the Degree Completion Program’s Student Handbook for withdrawal policy. All withdrawals are completed through the Degree Completion Academic Advisor’s office.

<b>Resources</b>	
<b>CCSJ Book Rental Program</b>	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>
<b>Student Success Center:</b>	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.
<b>Disability Services:</b>	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.
<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> .