



# Grande Prairie Regional College

**Department: Business Administration and Commerce**

## COURSE OUTLINE – WINTER 2015 BA 2270 3(3-0-0)UT – Business Ethics

**Instructor** Dr. Tina Strasbourg

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**Office Hours** by appointment

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**Prerequisite:** None

**Required Text/Resource Materials:**

Tittle, Peg. *Ethical Issues in Business: Inquires, Cases, and Readings*. Toronto: Broadview Press, 2000.

Resource Materials/Handouts posted on Moodle

**Description:**

This course examines business ethics from an organizational, managerial, and employee perspective. Ethical and moral aspects of business conduct by both individuals and the entire organization will be explored. To develop ethical reasoning and ethical leadership, students will discuss issues and debate various topics such as creating an ethical climate in an organization, honesty, environmental ethics, ethics in advertising and sales, financial management, personnel management, and changing expectations and public perceptions regarding corporate ethics and social responsibility.

**Course Introduction:**

This course introduces students to the relevance and importance of ethics in business including a study of the theoretical and practical problems of moral conduct in the field of business. Emphasis is placed on students gaining a practical understanding of ethical theories and the application of these theories in ethical decision-making. The ultimate intent of the course is to leave students better equipped to identify, think critically about, and resolve ethical issues that are encountered in one's working life at the individual, organizational, and societal levels.

**Delivery Modes:**

Methods used in class will include lectures, class discussions and possibly group debates. The format of the class will be flexible in order to allow for changes required to meet the educational needs, standpoints, and experience of individual students. Students will be encouraged to submit articles, cases, and situations from newspapers, magazines, and the Internet – as well as from their own experience. I will assign relevant textbook readings and problems, review key topic points prior to exam dates, and test your knowledge, understanding and application of the material.

**Credit/Contact Hours:**

This is a 3 credit course with 2 lectures per week. Students are expected to attend all lectures.

**Objectives:**

1. To gain an understanding of important historical approaches to ethics.
2. To develop students' critical thinking and problem solving skills through the practical application of ethical theories to business concepts, particularly scenarios covered in case studies.
3. To examine assumptions, values, goals, principles and actions as they affect the workplace and society as a whole.
4. To gain an understanding of the affect individual and corporate decisions have on the workplace and society as a whole.
5. To enhance awareness and increase understanding of the nature of business ethics in the Canadian as well as global business environment.

**Policies:**

1. Regular attendance and participation in discussion is expected. Participation is a way to help advance the discussion, gain understanding of course material and encourage others.
2. Please do not be late for class.
3. Students are expected to complete assigned readings before class. Do not fall behind in the assigned readings because it is difficult to catch up.
4. If students miss class, it is their responsibility to obtain lecture material and the reading assignment.

5. Policies regarding final exams are governed by college-wide policy. Students should consult the Examinations policy in the GPRC Calendar. In particular, student should consult the GPRC Calendar for any questions regarding deferred exams, but note that students are required to be available to write exams during the entire final exam period.

### **Transferability:**

Grade of D or D+ may not be acceptable for transfer to other post-secondary institutions. Students are cautioned that it is their responsibility to contact the receiving institutions to ensure transferability.

### **Grading Criteria:**

|                                   |     |
|-----------------------------------|-----|
| Two Critical Comments (15% each)  | 30% |
| Midterm Exam                      | 25% |
| Final Exam                        | 35% |
| Participation and Professionalism | 10% |

Two Critical Comments: each worth 15% for a total of 30% (2-3 pages in length, double-spaced with one-inch margins). Critical comments are a short discussion and critique of some interesting, important or contentious philosophical point or argument in the readings. **Do not summarize the text.** The point of the comments is to encourage you both to engage critically with the readings and to come well prepared for class discussion. It is the student's responsibility to keep a copy of each critical paper.

### **Critical comments can be written on any of the readings assigned on the reading list.**

Dates: Each assignment is due the next class after the topics have been discussed in class with the exception of the final reading, which is due at the beginning of the last class before discussion

In Class Midterm: 25%

Date: February 12<sup>th</sup>, in class

Final Exam: 35%

Date: TBA

Note: Unless previously discussed, I will not accept email assignments. I will count these as late until I receive a hard copy.

Late work will be penalized in the absence of a valid excuse. The assignment grade will be reduced by 10% each day it is overdue.

**Statement on Plagiarism and Cheating:**

Please refer to the College calendar regarding plagiarism and cheating and the resultant penalties. These are serious issues and will be dealt with severely.

A comprehensive guide to academic expectations and avoiding plagiarism is available at <https://www.gprc.ab.ca/programs/viewcatalog.7.-1.1018.html>.

Grades will be assigned on the Letter Grading System.

**Business Administration and Commerce Department****Grading Conversion Chart**

| <b>Alpha Grade</b>   | <b>4-point Equivalent</b> | <b>Percentage Guidelines</b> | <b>Designation</b>          |
|----------------------|---------------------------|------------------------------|-----------------------------|
| <b>A<sup>+</sup></b> | <b>4</b>                  | <b>90 – 100</b>              | <b>EXCELLENT</b>            |
| <b>A</b>             | <b>4</b>                  | <b>85 – 89</b>               |                             |
| <b>A<sup>-</sup></b> | <b>3.7</b>                | <b>80 – 84</b>               | <b>FIRST CLASS STANDING</b> |
| <b>B<sup>+</sup></b> | <b>3.3</b>                | <b>76 – 79</b>               |                             |
| <b>B</b>             | <b>3</b>                  | <b>73 – 75</b>               | <b>GOOD</b>                 |
| <b>B<sup>-</sup></b> | <b>2.7</b>                | <b>70 – 72</b>               |                             |
| <b>C<sup>+</sup></b> | <b>2.3</b>                | <b>67 – 69</b>               | <b>SATISFACTORY</b>         |
| <b>C</b>             | <b>2</b>                  | <b>64 – 66</b>               |                             |
| <b>C<sup>-</sup></b> | <b>1.7</b>                | <b>60 – 63</b>               |                             |
| <b>D<sup>+</sup></b> | <b>1.3</b>                | <b>55 – 59</b>               | <b>MINIMAL PASS</b>         |
| <b>D</b>             | <b>1</b>                  | <b>50 – 54</b>               |                             |
| <b>F</b>             | <b>0</b>                  | <b>0 – 49</b>                | <b>FAIL</b>                 |

**Philosophical Etiquette**

Contrary to popular belief philosophy is not a blood sport. A philosophical discussion should not be thought of as an opportunity to participate in arguments that are meant to crush one's opponent. Rather it is an opportunity, first and foremost, to gain an understanding of philosophical concepts. Second, it should inspire critical analysis of philosophical concepts. And finally, it should facilitate fruitful discussion. I expect all students to show good philosophical etiquette, which is to exhibit mutual respect for each other's ideas and comments and in turn that people not be *purposefully* offensive.

**Pet Peeves**

Cell phones that ring during class. The sound of binders closing and people packing-up books before I've indicated that the class is over. Trying to talk over people who are discussing their weekend plans during class time. Unstapled assignments. Use of laptops that disrupts other students.