## BRAZOSPORT COLLEGE

### SYLLABUS - TMGT 3347

**ETHICS AND CORPORATE SOCIAL RESPONSIBILITY**

<table>
<thead>
<tr>
<th>COURSE</th>
<th>TMGT 3347 Ethics and Corporate Social Responsibility</th>
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<tbody>
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<td></td>
<td>The role of ethics and social responsibility in the management of public and private sector organizations. Recent incidents of unethical activity in business underscore the widespread need for a better understanding of the factors that contribute to ethical and unethical decisions. Individual's personal moral philosophies and decision-making experience may not be sufficient to guide them in the business world.</td>
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<thead>
<tr>
<th>DAYS / TIME &amp; LOCATION</th>
<th>(Internet Class)</th>
</tr>
</thead>
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<thead>
<tr>
<th>EMAIL:</th>
<th><a href="mailto:Don.wicker@brazosport.edu">Don.wicker@brazosport.edu</a> or <a href="mailto:dwnee1234@aol.com">dwnee1234@aol.com</a></th>
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<tr>
<th>PHONE:</th>
<th>(979) 230-3199 (Office) or (806) 445-3905 (Cell)</th>
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<tr>
<th>OFFICE HOURS</th>
<th>As needed, just give me a call</th>
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<tr>
<th>OFFICE LOCATION</th>
<th>J-220 -- New Wing</th>
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**Catalog Description:**
The role of ethics and social responsibility in the management of public and private sector organizations. Prerequisites: junior standing and TMGT 3305. (3,0) [52.0201.0036] Credit: 3 Semester Hours

**Textbook:**

TMGT 3347 Ethics and Corporate Social Responsibility
• Required course materials are available at the Brazosport College bookstore, on campus or online at [http://www.brazosport.edu/bookstore](http://www.brazosport.edu/bookstore). A student of this institution is not under any obligation to purchase a textbook from the college bookstore. The same textbook is may also be available from an independent retailer, including an online retailer.

**Additional Readings Located in the BC Library**

- Social, Ethical, and Policy Implications of Information Technology
  - Brennan, Linda L.
- Business Ethics
  - Peterson, Robert
- Business Ethics and the Natural Environment
  - Newton, Lisa, H.
- Bring Business Ethics to Life
  - Andersen, Bjørn
- Ethics and Values in Industrial – Organizational Psychology
  - Lefkowitz, Joel
- Ethics in Public Relations
  - Parsons, Patricia
- Ethics in the Economy
  - Zsolnai, Laszlo
- Ethics, the Heart of Leadership
  - Ciulla, Joanne
- Managing Ethics in Business Organizations
  - Trevino, Linda K

**General Objectives:**

This course emphasizes the individual as the decision maker. It focuses on the presentation of ethical decision frameworks and principles and ethical issues and dilemmas facing managers in most business organizations. Upon successful completion of the course, students should be able to:

A. Identify and define key moral concepts and theorists and explain their applications to business ethics decisions.

B. Articulate important ethical theories, concepts, and principles, and relate them to the ethically significant features of a controversy in business.

C. Demonstrate an understanding of the interrelationship of ethics and social responsibility.

D. Demonstrate an understanding of the interconnected and complementary dimensions between business ethics, economics, law, corporate and organizational culture, performance, and work group influence.

E. Identify, discuss, and analyze important ethical concerns and issues in the functional areas of business, including management, marketing, accounting, finance, and global business.

F. Choose and defend a theory or principle for resolving an ethical dispute in business.

G. Articulate and defend choices in making ethical judgments in business.

H. Examine the consequences of unethical and ethical business decisions.

I. Learn how to co-manage the teaching/learning process as it relates to TMGT 3347 by actively participating in classroom team activities involving debates of ethical issues and discussions of ethical cases. These activities are intended to expose students to other individuals’ opinions, reasoning processes, and alternatives when resolving ethical dilemmas.
J. Use critical thinking skills and draw upon current-day best business practices in industry to develop and orally defend a code of ethics and social responsibility for a business unit or organization.

**Course Delivery Method**

This course will utilize D2L for On-line Learning: for technical help contact the IT Helpdesk, 979-230-3266 or helpdesk@brazosport.edu - Students who have difficulty logging in the first time or have other technical issues please notify the help desk.

**Testing Methods**

Exams will be available on Brazosport College web, students will answer all questions and resubmit documents in D2L or by e-mail.

**(NO MAKE-UP WORK) ALL ASSIGNMENTS POSTED IN ADVANCE* (LATE ASSIGNMENTS WILL NOT BE ACCEPTED)**

**On-line Discussion Questions**

All students are expected to answer and participate in On-line Discussion Questions. Answers should include real-life examples, and rational for all responses. Professor will read all responses; however, replies will be random. A minimum of 150 words is required for your Discussion Question answer, and all students must respond to a minimum of three other students. (Additional replies recommended)

Online Discussion Boards, also called “threaded discussions,” allow students to participate in course discussions with fellow class members. The Discussion Board is asynchronous, meaning that the students do not have to be online at the same time to respond to posted activity. Discussion Boards is to promote reflection and analysis, and to help students learn to appreciate and evaluate positions that others express. Discussion Boards provide students an opportunity to learn from other classmates. Postings stay on the Discussion Board for an extended period of time to allow students to gain knowledge and insight from faculty and peers.

When commenting to a professor or fellow student posting – your response must be substantial and meaningful. Your comment should add value to the discussion and cannot be limited to “good point” or “I Agree.” An appropriate comment elaborates on the topic, offers further explanation, or offers an informed point of debate.

* (Vary all postings to allow Critical Thinking) * (This is a discussion, not just another assignment; therefore, do not wait until the last day before the due date to post your responses) (Last day post receive 0 points)

**School Policies and Student Responsibilities**

Students are expected to fully participate in the course. The following criteria are intended to assist you in being successful in this course.

a. Time Management
b. Understanding the Syllabus Requirements
c. Utilizing Online Components (D2L)
d. Communicating with the Instructor
e. Completing Course Work

TMGT 3347 Ethics and Corporate Social Responsibility
**Withdrawing** You are responsible for withdrawing from class before the last day of withdrawal if you so choose; otherwise, I will grade the work you have completed.

**Students with Disabilities** Brazosport College is committed to providing equal education opportunities to every student. BC offers services for individuals with special needs and capabilities including counseling, tutoring, equipment, and software to assist students with special needs. Please contact Phil Robertson, Special Populations Counselor, 979-230-3236 for further information.

**Cheating & Plagiarism** Refer to the Academic Honesty Policy of the college below. Students are encouraged to form study groups, but study groups should be concluded at the proper stage of your work. You may always consult the text and the material in the weekly modules, as well as your notes. Be sure to plan ahead, and ask questions early, but DO NOT complete quizzes and tests together as this is considered plagiarism!

**Academic Honesty** Brazosport College assumes that students eligible to perform on the college level are familiar with the ordinary rules governing proper conduct including academic honesty. The principle of academic honesty is that all work presented by you is yours alone. Academic dishonesty including, but not limited to, cheating, plagiarism, and collusion shall be treated appropriately. Please refer to the Brazosport College Student Guide for more information. This is available online at [http://www.brazosport.edu](http://www.brazosport.edu).

Academic dishonesty violates both the policies of this course and the Student Code of Conduct. In this class, any occurrence of academic dishonesty will be referred to the Dean of Student Services for prompt adjudication, and may, at a minimum, result in a letter grade of F in this course. Sanctions may be imposed beyond your grade in this course by the Dean of Student Services.

**Course Evaluation**

A. Students are encouraged to submit course and/or instructor criticisms and comments in written form to the instructor throughout the semester. Prior to final exams all students will have an opportunity to complete a course evaluation form (anonymously) and these will be read by the instructor after course grades have been turned in.

B. Instructors will review the withdrawals during the semester and attempt to determine the cause if the withdrawal rate is higher than the average of the division.

C. The division chair will review the final grades given in the course to determine if a pattern of high or low grades exists.

| ON-LINE ATTENDANCE POLICY | Participate in all On-line discussions, and complete all assignments. |

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<th>MAKE-UP WORK:</th>
<th><em><em>(NO MAKE-UP WORK) ALL ASSIGNMENTS POSTED IN ADVANCE</em> (LATE ASSIGNMENTS WILL NOT BE ACCEPTED)</em>*</th>
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<tbody>
<tr>
<td>ON-LINE ETIQUETTE:</td>
<td>High standards as professional settings; thus, treat everyone with respect and demonstrate the proper social skills.</td>
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<tr>
<td>PLAGIARISM: PAPERS CHECKED AT (TURNITIN.COM)</td>
<td>Plagiarism (from the Latin word “kidnapper”) is the implicit or implied presentation of someone else's ideas or words as one's own. Whether deliberate or accidental, plagiarism is a serious and often punishable offense.</td>
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| WRITING FORMAT:              | All documents are to be typed, spell-checked and grammar checked and prepared in the proper APA format or other documentation format required for this class. Assignments, both oral and written, will be evaluated on:  
  - Completion of assigned task (instructions)  
  - Submission of assigned task on time  
  - Evidence of sufficient time spent appropriately  
  - Quality of content and research  
  - Presentation of material |

**Tutoring**
Located within the Student Success Center (second floor of the main building above the counseling and registration office) is the Brazosport College Writing Center. The Writing Center provides drop-in tutoring Monday – Thursday 9 am – 8 pm and Friday 9 am – noon. Online tutoring and other times are available by appointment. The Writing Center can assist with brainstorming, organizing and developing paragraphs, understanding professors’ directions, learning about MLA or other styles, learning how to avoid plagiarism, improving mechanics, using Microsoft Word, becoming an even stronger writer, and much, much more. Check out our growing collection on handouts, videos, and other online resources, too. For questions, contact Andrew Joseph Pegoda at 979-230-3617 or Andrew.Pegoda@brazosport.edu

**Student Evaluation**
Student performance will be evaluated based upon the following criteria:
Students will be graded individually based on Discussion Questions, Chapter Questions, Papers, Cases, Midterm Exam, and Final Exams.
Grade Percentages

Discussion Questions  (1 – 4)  20%
Chapter Questions  (1 – 6)  20%
Case # (1- 2)  10%
Paper # 1  20%
Paper # 2  20%
Final Exam  10%

100%

(NO MAKE-UP WORK) ALL ASSIGNMENTS POSTED IN ADVANCE* (LATE ASSIGNMENTS WILL NOT BE ACCEPTED)

Students’ assignments will be graded based on the following scale:
A  90%-100%  Excellent
B  80%-89%    Above average
C  70%-79%    Average
D  60%-69%    Below average
F  Below 60%  Failure

Course Assignments – (TMGT – 3347) FALL 2015

Date: August 24th
Introductions / Tips
Syllabus Overview
Brief Course Overview
Read Chapter 1 – The Importance of Business Ethics

Date: August 31st
Read Chapter 2 – Stakeholder Relationships, Social Responsibility, and Corporate Governance
Ethics Discussion Question #1 - DUE (Click on the Discussion Tab in D2L)

Date: September 7th
Read Chapter 3 – Emerging Business Ethics Issues
Ethics Chapter Questions (Set #1) - DUE (Download questions from Dropbox in D2L)
Date: September 14\textsuperscript{th}
Read Chapter 4 – The Institutionalization of Business Ethics
Ethics Case Study 1 (PepsiCo) DUE (Download instructions from Dropbox in D2L)

DATE: September 21\textsuperscript{st}
Read Chapter 5 – Ethical Decision Making and Ethical Leadership
Ethics Discussion Question #2 - DUE (Click on the Discussion Tab in D2L)
Ethics Chapter Questions (Set #2) DUE (Download questions from Dropbox in D2L)

DATE: September 28\textsuperscript{th}
Open – (No assignments due)

Date: October 5\textsuperscript{th}
Read Chapter 6 – Individual Factors: Moral Philosophies and Values
Paper #1 DUE (Download instructions from Dropbox in D2L)

Date: October 12\textsuperscript{th}
Read Chapter 7 – Organizational Factors: the Role of Ethical Culture and Relationships
Ethics Discussion Question #3 - DUE (Click on the Discussion Tab in D2L)
Ethics Chapter Questions (Set # 3) DUE (Download questions from Dropbox in D2L)

Date: October 19\textsuperscript{th}
Read Chapter 8 – Developing an Effective Ethics Program
Ethics Case Study 2 (Best Buy) DUE (Download instructions from Dropbox in D2L)

Date: October 26\textsuperscript{th}
Read Chapter 9 – Managing and Controlling Ethics Programs
Ethics Chapter Questions (Set # 4) DUE (Download questions from Dropbox in D2L)

Date: November 2\textsuperscript{nd}
Read Chapter 10 – Business Ethics in a Global Economy
Ethics Discussion Question # 4 - DUE (Click on the Discussion Tab in D2L)
Ethics Chapter Questions (Set # 5) DUE (Download questions from Dropbox in D2L)

Date: November 9\textsuperscript{th}
Read Chapter 11- Ethical Leadership
Paper # 2 DUE (Download instructions from Dropbox in D2L)
Date: November 16th
Read Chapter 12 - Sustainability: Ethical and Social Responsibility Dimension
Ethics Chapter Questions (Set # 6) DUE (Download questions from Dropbox in D2L)

Date: November 23rd
Holiday - Open – (No assignments due)

Date: November 30th
Open – (No assignments due)

Date: December 7th
***FINAL EXAM
Are You Ready for Learning Online?

I’m open minded about sharing life, work, and educational experiences as part of the learning process.

I’m able to communicate through writing.

I’m self-motivated and self-disciplined.

I’m willing to speak up if problems arise.

I’m willing and able to commit to 4 to 15 hours per week per course.

I’m able to meet the minimum requirements for the program.

I accept critical thinking and decision making as part of the learning process.

I have practically unlimited access to a computer and the Internet.

I’m able to think ideas through before responding.

I feel that high-quality learning can take place without going to a traditional classroom.