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**LES 582: Ethical Issues for Managers**  
**Spring 2018**  
**Section 15543 (GOLD) - T 6:15-10:15, MCRD 170**  
**Section 12617 (MAROON) - Th 6:15-10:15 MCRD 170**

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**INSTRUCTOR**

**Dr. Jonathan Bundy, Ph.D.**

Assistant Professor of Management

Arizona State University, W. P. Carey School of Business

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**Telephone:** 480-965-6445

**Office:** BA 323F

**Office Hours:** T Th, 4:00pm-6:00pm

**Contact Notes:** Barring any unforeseen events, I will be in the office during the appointed hours above. However, I always suggest setting an appointment. The best way to contact me is via e-mail. I will attempt to respond to emails as quickly as possible, but please do not expect an immediate response to emails sent at night or on weekends. All emails sent to me should include the following subject line: ***LES 582; Your Name; brief description of subject***

**REQUIRED MATERIALS**

1. Harvard Course Pack: <http://cb.hbsp.harvard.edu/cbmp/access/71458578>

**NOTE:** There is an optional textbook for the course that you may find helpful:

Trevino, L., & Nelson, K. 2014. Managing Business Ethics: Straight Talk About How to Do It Right (6<sup>th</sup> Edition). Wiley.

**\*\*If you decide to purchase the optional textbook please let me know. The required Harvard Course Pack contains a chapter from the book that you do not need to purchase separately. I will provide you with a different Harvard link that excludes the chapter (this will save you \$20)\*\***

**COURSE DESCRIPTION**

This course is about developing a higher level of ethical functioning as a current and future organizational decision maker, manager, and leader. One set of course objectives is about developing as an individual ethical actor. The other related set is about developing as a manager and leader of ethics in the organizational context.

**LEARNING GOALS**

The learning goals for this course are as follows:

- (1) Critical thinking**
- (2) Communication**

- (3) Strategic decision making**
- (4) Ethical leadership**

Multiple learning methods will be used throughout this course including: readings, lectures, group activities, cases, class discussions, online activities, and videos.

**Class sessions will highlight certain points from the readings, provide additional information, and, in many cases, have an experiential component.**

Reading assignments and other activities provide a basis for in-class discussions and must be completed **PRIOR** to each class session. You will learn most from the class sessions if you read and think about the assigned materials beforehand. The readings introduce many more ideas and tools than our limited class time allows. The fact that we do not discuss a particular concept does not mean that the idea is not important. If you are strongly moved or have questions about something in the reading that is not mentioned in class, please bring it up in class or with the professor at another time.

Because students bring with them a wealth of insight, experiences, and perspectives, participation is an essential feature of the course. You will be called on to discuss issues and answer questions relevant to the topics being covered. Additionally, you will be working with assigned class groups on multiple activities throughout the semester. Students should consider each other, in addition to the above listed learning tools, as important catalysts for learning.

## **COURSE REQUIREMENTS**

Pre-quarter assignment (100 points total; 10% of your grade): You will be required to complete a pre-quarter assignment online before the formal semester begins. Details for this assignment are posted on Blackboard.

Journal entries (100 points each; 10% of your grade each): Each of the weekly readings will be accompanied by a required journal entry (specific questions for each week are detailed on Blackboard). A well-done journal entry will: a) show that you read the material, b) show that you put some critical thought into the assignment, and c) show that you are prepared for class discussion. This typically means at least a couple of paragraphs with some structured thought and supporting material.

Debate prep survey (100 points; 10% of your grade): Students will be assigned into groups to participate in a debate about current issues in business ethics. Your grade will be based on peer feedback and completion of a survey asking about your preparation for the debate. More details will be handed out later in the semester.

Capstone analysis (200 points; 20% of your grade): Your final assignment will be to watch a video and complete an ethical analysis. The analysis consists of approximately five paragraphs addressing the ethical issues presented in the video. More details will be handed out later in the semester.

Attendance & Participation (multiplier): Class members are expected to engage in class discussions/exercises and to invite others to participate. An essential element in an adult

education setting is active participation. That includes preparation for class, participating in exercises, volunteering for debate, sharing your experiences, bringing in relevant content, etc. Keep in mind that we will be discussing topics that have few “right” or “wrong” answers and it may merely be your opinion that is asked for. Consideration of multiple perspectives is essential for student learning.

You will not receive a direct grade for attendance and participation. Instead, attendance and participation will be worth a **MULTIPLIER** on your final course grade (the sum of all other grades). If you are like most MBA students, you will earn a multiplier of 100%, meaning that you met all expectations for participation. The expectations are that you are in attendance and come well prepared for each class session, and that your participation contributes positively to the learning environment.

If you fall short on those expectations, you will earn a multiplier of less than 100% (meaning your final grade will be reduced from its maximum). The degree to which your multiplier drops is at my discretion, but I typically follow certain guidelines: 5 percentage points for first absence (10 for each additional absence); 5-10 percentage points if I never hear your voice or see your hand raised throughout the course; 5-10 percentage points for disruptions and disrespectful behavior (including the distracted use of electronics), etc.

For example, if you miss one class, your multiplier would likely drop to 95%. You can expect the same drop if you never speak or participate in class. If you are worried that you are not meeting my participation expectations, please contact me at any point.

**\*\*If you have good justification for missing a session or part thereof and provide me with PRIOR notice, I can work with you on a case-by-case basis to develop alternative expectations and deliverables. Job interviews and surprise work assignments (except in very extreme circumstances) are not acceptable excuses.**

## GRADING POLICY

Course requirements will be graded and weighted as follows:

	Not submitted when due	Lower effort than expected	Well done
Pre-quarter assignments	0	50	100 points
Journal entry: Weston	0	50	100 points
Journal entry: Birmingham Jail	0	50	100 points
Journal entry: Sadhu	0	50	100 points
Journal entry: Emerging Tech	0	50	100 points
Journal entry: Trading Floor	0	50	100 points
Journal entry: Cultural Audit	0	50	100 points
Debate prep survey	0	50	100 points
Capstone analysis	0	100	200 points
Total			1000 points

Based on your final points, grades will be allocated as follows:

930+ points	A
900-929 points	A-
870-899 points	B+
800-869 points	B
700-799 points	C
>700 points	E

## **CHANGES TO THE SYLLABUS**

The course syllabus is a general plan for the course; deviations announced to the class by the instructor may be necessary.

## **ACADEMIC INTEGRITY AND ETHICAL BEHAVIOR**

Unethical behavior by corporations has been linked with negative performance outcomes; the same is true of unethical student behavior. It is expected that students will neither participate in nor condone activities such as cheating or plagiarism. You are expected to do your own work on all individual exercises and the exams. I encourage you to speak to other students about the issues, but do not share work or answers. Failure to follow this policy may result in zero points for both the receiver and provider (if involved). Also, the instructor may take any other action described in the current academic dishonesty policy. By placing their names on assignments, students are affirming that the contents are their original work. Consulting work done by students in this course in other platforms or in previous years is a violation of academic integrity. This policy will be vigorously enforced. Sharing work that you do in this course with others, whether in the course with you or not, can tempt others to violate this academic integrity policy and can result in that student's failure in the course and dismissal from his/her program.

Acts violating academic integrity include, but are not limited to, plagiarism, cheating on examinations, altering college records, submitting work done by another person, or conduct detrimental to the student or other members of the class. Please see the Academic Integrity Policy at <http://provost.asu.edu/files/AcademicIntegrityPolicyPDF.pdf> for more information.

## **UNIVERSITY POLICIES**

### ***Religious Holiday Accommodations***

A list of sanctioned, religious holidays is available at [Religious Holidays and Observances](#). Students who will experience scheduling conflicts while observing any of these holidays should notify me, in writing, of the conflict as soon as possible and no later than within 14 days of the start of the semester.

### ***Absences Due to University-Sanctioned Activities***

Accommodations will be made for students with schedule conflicts related to university sanctioned activities according to [ACD 304-02](#). If you anticipate a schedule conflict due to a university sanctioned activity, please have the activity program coordinator notify me, in writing, within 14 days of the start of the semester so we can verify the activity is university-sanctioned

and discuss how to accommodate it. Please note: The Department of Intercollegiate Athletics will provide a staff member to proctor exams on the road. Please contact the assistant athletics director for student-athlete development for more information.

***Threatening Behavior Policy***

The University takes threatening behavior very seriously and these situations will be handled in accordance with the Student Services Manual, SSM 104-02. Violent or threatening behavior is prohibited and will be reported to the ASU Police Department and the Office of the Dean of Students per [SSM 104-02](#).

***Disability Accommodations***

If you need an accommodation for a disability, you must register with the [Disability Resource Center](#) and submit your documentation along with your request for accommodation within 14 days of the course start date.

## COURSE SCHEDULE

*The course schedule is an outline for planned activities. Changes may be made when necessary.*

Sun	Mon	Tue	Wed	Thu	Fri	Sat
31	Jan 1 Pre-quarter week	2 Pre-quarter week	3 Pre-quarter week	4 Pre-quarter week	5 Pre-quarter week	6
7 Pre-quarter assignments due	8	9 Class 1 – Gold	10	11 Class 1 - Maroon	12	13
14	15	16	17	18	19	20
21	22	23 Class 2 – Gold	24	25 Class 2 - Maroon	26	27
28	29	30	31	Feb 1	2	3
4	5	6 Class 3 – Gold	7	8 Class 3 - Maroon	9	10
11	12	13	14	15	16	17
18	19	20 Class 4 – Gold	21	22 Class 4 - Maroon	23	24 Capstone Analysis Due

## COURSE OUTLINE

CLASS	TOPICS	PREPARING FOR CLASS	DUE PRIOR TO CLASS
Pre-quarter	Introduction to course and syllabus; Viewpoint diversity; Moral foundations; Purpose of the firm	<b>Read</b> – the syllabus  <b>Complete</b> – the OpenMind app  <b>Complete</b> – YourMorals.org surveys  <b>Read</b> – Purpose of the firm material	1. OpenMind Progress report 2. Screen shot of YourMorals.org survey completion 3. Pre-quarter journal entry  <b>**All due by Jan 7<sup>th</sup>**</b>
Class 1	Moral philosophies; Moral psychology; Moral disengagement; Apples vs. Barrels	<b>Read</b> – Chris & Alison Weston Case, Parts A, B, and C  <b>Read</b> – Letter from Birmingham Jail	1. Journal entry: Weston 2. Journal entry: MLK
Class 2	Values-behavior gap; Moral development; Ethical dilemmas; Moral impulses; Stakeholders	<b>Read</b> – Parable of the Sadhu  <b>Internet Research</b> – Emerging technology	1. Journal entry: Sadhu 2. Journal entry: Emerging tech
Class 3	Ethical analysis; Organizational culture; Scripts and schemas	<b>Read</b> – Conflict on a Trading Floor  <b>Read</b> – Ethics as Organizational Culture  <b>Complete</b> – Culture audit tool (you do not hand this in)	1. Journal entry: Trading floor 2. Journal entry: Cultural audit
Class 4	Current issues in business ethics	<b>Prepare</b> – team preparation for debate  <b>Watch</b> – Walt Pavlo speech	1. Debate prep survey (due before class) 2. Capstone analysis (due by Feb 24 <sup>th</sup> )