

**Oakland University**  
**HRD 3410 Ethics in Human Resource Development**  
**Winter, 2018**  
Tuesday 6:30 – 9:50PM  
Pawley Hall 154

<b>Instructor</b>	Rick Damman, MBA
<b>Office Hours</b>	By appointment 248.370.4109 <a href="mailto:Damman@oakland.edu">Damman@oakland.edu</a>
<b>Course Description</b>	Business ethics has become an essential and mandatory field of study. This course provides an overview of business ethics, explores the ethical decision making process and studies how to implement business and organizational ethics in a capitalistic society. This course will rely heavily on contemporary case studies.
<b>Required Text</b>	Ferrell, Fraedrich, and Ferrell <i>Business Ethics: Ethical Decision Making and Cases</i> , Eighth Edition or Ninth edition
<b>Supporting Information</b>	Other handouts and online links will be provided as required to supplement the textbook through MOODLE.
<b>Course Objectives</b>	<p>In this class, students will:</p> <ol style="list-style-type: none"><li>1. Study the business ethics issues and definitions, theories, and frameworks important to organizational ethical decision making.</li><li>2. Identify the role of stakeholder interests and recognize ethical issues in business.</li><li>3. Understand the interrelationship of ethics and social responsibility.</li><li>4. Examine the consequences of unethical and ethical business decisions.</li><li>5. Understand the role of corporate governance and corporate culture in ethical decision making.</li><li>6. Evaluate attempts to legalize business ethics through the Federal Sentencing Guidelines for Organizations and the Sarbanes-Oxley Act.</li><li>7. Evaluate the role of organizational ethics programs and understand the importance of implementing and auditing ethics and compliance programs.</li></ol>

## Attendance

Attendance is mandatory. Absence from class will negatively affect your grade according to the following schedule:

1. An Attendance sheet will be available at the beginning of each class. It is the Student's responsibility to sign in. Your attendance will factor into your class participation grade.
2. If a class is missed on an assignment due date, the assignment will still be due at the time noted in the syllabus.
3. Each student is responsible for obtaining notes and handouts for the missed class; the instructor will not keep them.

## Expectations

- Come to class prepared. In my own preparation, *I assume that you have at minimum completed the assigned readings each week.*
- Do your fair share and help others participate and learn.
- Think critically and provide constructive feedback.
- A broad understanding of organizational business ethics is critical in the HRD field. Also critical in HRD is the ability to communicate and interact. I expect a knowledgeable, communicative and interactive environment in our classroom.

## Plagiarism

n 1: a piece of writing that has been copied from someone else and is presented as being your own work 2: the act of plagiarizing; taking someone's words or ideas as if they were your own.

\*If you are uncertain about how to give credit to another source, or are unsure whether or not your writing constitutes plagiarism, please see your instructor.

Plagiarism is prohibited and could result in severe penalties up to and including expulsion from the university.

## Evaluation & Grading

You will be evaluated based upon Individual and Team Performance, the quality of your work and class participation.

<u>Grading</u>	<u>400 Points total</u>
Exam 1	70 points
Exam 2	70 points
Final Exam	100 points
Case Study Team Project	110 points
Class Participation	50 points

**Class  
Participation**

Class participation will be graded on the basis of your attendance sign-in, active involvement in the class, and your team's readouts of recent ethics articles. Each team is expected to research and bring to class a copy of a recent article dealing with a current ethics issue. Teams will be called on to give a brief synopsis of the article at the beginning of class.

Active involvement in all aspects of class is expected. Enter into the discussion enthusiastically, share your experiences, provide constructive feedback and receive it openly.

**Team Case Study**

Each team will select a corporation (except Enron) for its case study. The case study will consist of four parts:

1. Identify the key players and stakeholders and their roles in the corporation's ethical disaster and describe their respective ethical issues.
2. Describe how the Sarbanes-Oxley ACT [SOX] and/or other major Federal statutes would have affected the corporation's situation.
3. How did the corporation's corporate culture contribute to the ethical disaster.
4. Evaluate the corporation's Ethics Program and describe how you would have developed and implemented a more effective program.

The purpose of this project is to apply the business ethics concepts covered in the text and discussed in class to a contemporary organization. The work products will be:

1. One page bullet-point outline for each part
2. 5 minute PowerPoint presentation of outline, rotate among team members
3. 15 minute PowerPoint final presentation
4. One page Executive Summary
5. Bibliography [minimum 6 sources]-APA style

The case study team project must meet scholarly standards as stated in the American Psychological Association (APA) Publication Manual (2001-5<sup>th</sup> edition). The case study must demonstrate appropriate communication skills (i.e. correct spelling, punctuation, grammar, organization, etc).

One page, double-spaced typed, bullet-point outlines will be required for each part of the case study as specified in the course schedule.

**Exams**

The Exams will be a combination of multiple choice, short answer and essay. The exact nature of the exams is subject to change based upon class needs, performance and the material we cover.

**Competition**

Your classmates are not the competition. In the classroom and on project work, they are a resource and together you have an opportunity to further your learning. Grading will therefore be on a straight scale (not on a curve) based on consistent standards.

**Class Preparation**

You are expected to have read the assigned readings and case studies and completed any other assignments prior to coming to class.

**Success Tips**

I want you to be successful, and I make the assumption that you come to this class wanting to be successful. Attending class, working with classmates to learn together and to support one another with information and insights, as well as completing assignments, will help you expand your learning.

## HRD 3410-Course Schedule \*

<b>Date</b>	<b>Pre-Class Assignment</b>	<b>In-Class Work</b>
1/9/18	Buy textbook and read syllabus	Introductions Review Syllabus Course Overview <u>Select teams</u>
1/16/18	<b>Importance of Business Ethics</b> Reading: Ferrell Chapter 1 <i>The Fall of Enron: A Stakeholder Failure</i>	Lecture and Case Study Analysis
1/23/18	<b>Stakeholder Relationships, Social Responsibility and Corporate Governance</b> Reading: Ferrell Chapter 2 <i>Wal-Mart: The Challenge of Managing Relationships with Stakeholders</i>	Lecture and Case Study Analysis <u>Case Study Part 1 Outline</u> <u>Due</u>
1/30/18	<b>Emerging Business Ethics Issues</b> Reading: Ferrell Chapter 3	Lecture and Case Study Analysis Exam 1 Review <u>Case Study Part 1</u> <u>Presentations</u>
2/6/18	Study Section 1 [Chapters 1, 2, & 3], cases and handouts	<b>Exam 1</b>
2/13/18	<b>Institutionalization of Business Ethics</b> Reading: Ferrell Chapter 4 Sarbanes-Oxley Act [SOX] and Federal Sentencing Guidelines for Organizations [FSGO] summaries	Lecture and Case Study Analysis Exam 1 Review <u>Case Study Part 2 Outline</u> <u>Due</u>
2/20/18	<b>Ethical Decision Making and Ethical Leadership</b> Reading: Ferrell Chapter 5	Lecture and Case Study Analysis <u>Case Study Part 2</u> <u>Presentations</u>
2/27/18	<b>Individual Factors: Moral Philosophies and Values</b> Reading: Ferrell Chapter 6	Lecture and Case Study Analysis <u>Case Study Part 3 Outline</u> <u>Due</u>
3/6/18	<b>Organizational factors: Corporate Culture and Relationships</b> Reading: Ferrell Chapter 7	Lecture and Case Study Analysis <u>Case Study Part 3</u> <u>Presentations</u>
3/13/18	Study Section 2 [Chapters 4, 5 & 7], cases and handouts	<b>Exam 2</b>
3/20/18	<b>Developing an Effective Ethics Program</b> Reading: Ferrell Chapter 8	Lecture and Case Study Analysis Exam 2 Review <u>Case Study Part 4 Outline</u> <u>Due</u>
3/27/18	<b>Implementing and Auditing Ethics Programs</b> Reading: Ferrell Chapter 9 <b>Business Ethics in a Global Economy</b> Reading: Ferrell Chapter 10	Lecture and Case Study Analysis <u>Case Study Part 4</u> <u>Presentations</u> <b><u>Hand Out Final Exam</u></b>
4/10/18	Research and Prepare Final Presentations	No Class
4/17/18	Present Final Presentations	<u>Case Study Final</u> <u>Presentations</u> <b><u>Final Exam Due</u></b>

\*While every effort will be made to maintain the schedule as outlined, class schedule, class assignments, etc. are subject to change throughout the semester.