# "WBUlogo"

Campus Name

School of Business

# 2. UNIVERSITY MISSION STATEMENT

Wayland Baptist University exists to educate students in an academically challenging, learning-focused and distinctively Christian environment for professional success, lifelong learning, and service to God and humankind.

# 3. COURSE NUMBER & NAME:

BUAD 5304-VC03- Ethics

# **4. TERM**:

Winter, 2018

Nov 12th 2018 – Feb 16th 2019

# **5. INSTRUCTOR**:

Keith Pratt, PhD

# **6. CONTACT INFORMATION**:

Office phone: 620-212-0621

WBU Email: [henry.pratt@wayland.wbu.edu](mailto:henry.pratt@wayland.wbu.edu) or [drkpratt@gmail.com](mailto:drkpratt@gmail.com)

Cell phone: optional—620-212-0621

# **7. OFFICE HOURS, BUILDING & LOCATION**:

Virtually by Skype or other Media Student Desires

Monday – Friday 10 AM – 7 PM (Other times by Appointment)

8. **Course Meeting Time and Location:** This course is a Virtual Class meaning the entire course will be conducted within the **Blackboard Environment.**  Blackboard should be available to you 24 hours a day 7 days a week. If you have difficulties logging into Blackboard let me know as soon as possible and also contact technical support.

# **9. CATALOG DESCRIPTION**:

Systematic overview of normative ethics and a comprehensive discussion of contemporary moral issues including analysis of case studies; ethical implications of employment law, diversity management and corporate sustainability.

# 10. PREREQUISITE:

None

# **11. REQUIRED TEXTBOOK AND RESOURCE MATERIAL**:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **BOOK** | **AUTHOR** | **ED** | **YEAR** | **PUBLISHER** | **ISBN#** | **UPDATED** |
| Business & Professional Ethics for Directors, Execs & Accountants | Brooks/Dunn | 8th | 2018 | Cengage | 9781-30597-1455 | 5/4/17 |

# 12. OPTIONAL MATERIALS-None

# **13. COURSE OUTCOMES AND COMPETENCIES**:

* Identify the ethical toolbox and list the tools available to employees and employers in making business and workplace decisions.
* Describe historically how ethical tools, or their absence, have been used and abused.
* Identify ethical issues and business solutions in developing a practical decision matrix.
* Bring real world ethics into the classroom.
* To apply ethical solutions to assets and personnel in a business setting.
* To interact with fellow students and understand different perspectives.
* To communicate in writing and orally, clearly and succinctly ethical decisions and the reasoning to all those who are or maybe impacted by your communication.
* Create, prepare, & produce an ethics program with all the components.

# 14. ATTENDANCE REQUIREMENTS:

As stated in the Wayland Catalog, students enrolled at one of the University’s external campuses should make every effort to attend all class meetings. All absences must be explained to the instructor, who will then determine whether the omitted work may be made up. When a student reaches that number of absences considered by the instructor to be excessive, the instructor will so advise the student and file an unsatisfactory progress report with the campus executive director. Any student who misses 25 percent or more of the regularly scheduled class meetings may receive a grade of F in the course. Additional attendance policies for each course, as defined by the instructor in the course syllabus, are considered a part of the University’s attendance policy.

Students should make every effort to login to the course a minimum of three times per week. ***(Just so you know I have the ability to track whenever you login to Blackboard, where you visit and how long you visit).*** This keeps both the student and the instructor aware of progress and that information is being checked.  A current email address is also required. Students need to ensure their ISP and computer systems are reliable. If there are issues with the WBU VC server, students will not be penalized.   **THE TIMELINES SET UP IN THE SYLLABUS AND CLASS CALENDAR MUST BE ADHERED TO – THIS IS NOT A SELF-PACED COURSE!**   Do not wait until the last day to post assignments or provide comments to the discussion board – if you have an issue – I may not be able to assist you.

# **15. STATEMENT ON PLAGIARISM & ACADEMIC DISHONESTY**:

Wayland Baptist University observes a zero tolerance policy regarding academic dishonesty. Per university policy as described in the academic catalog, all cases of academic dishonesty will be reported and second offenses will result in suspension from the university.

# **16. DISABILITY STATEMENT**:

In compliance with the Americans with Disabilities Act of 1990 (ADA), it is the policy of Wayland Baptist University that no otherwise qualified person with a disability be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity in the university. The Coordinator of Counseling Services serves as the coordinator of students with a disability and should be contacted concerning accommodation requests at (806) 291-3765. Documentation of a disability must accompany any request for accommodations.

# **17. COURSE REQUIREMENTS and GRADING CRITERIA**:

**Grading:**

**Discussion Questions and Participation** - 300 Points-30 Points for each week.

**Case Study**-(1) 100 Points

**Articles**-(2) 100 Points each

**Midterm**-200 Points

**Final**-200 Points

**These totals may vary as we move through the term, but you will be notified if they do.**

**Discussion Forums:** Discussion question/s will be posted to the discussion board each week. Students are required to post responses to the questions each week by Thursday of that week. You are also required to respond to two of your fellow colleagues posts by Sunday, at midnight of that week unless otherwise instructed.

**Mid-Term and Final Exam:** There will be two exams, each worth 200 Points. These will not be multiple choice or True/False exams.

**Case Studies, Journal Articles and Collaborative Activities:** There will be a minimum of one case study and two journal articles required throughout the course. **You *may* be required to work collaboratively** (meaning you will work in teams) for at least one of those activities.

**17.1 Grade Appeal Statement:** “Students shall have protection through orderly procedures against prejudices or capricious academic evaluation. A student who believes that he or she has not been held to realistic academic standards, just evaluation procedures, or appropriate grading, may appeal the final grade given in the course by using the student grade appeal process described in the Academic Catalog. Appeals may not be made for advanced placement examinations or course bypass examinations. Appeals are limited to the final course grade, which may be upheld, raised, or lowered at any stage of the appeal process. Any recommendation to lower a course grade must be submitted through the Vice President of Academic Affairs/Faculty Assembly Grade Appeals Committee for review and approval. The Faculty Assembly Grade Appeals Committee may instruct that the course grade be upheld, raised, or lowered to a more proper evaluation.”

# 18. TENTATIVE SCHEDULE

**Calendar for BUAD 5304 Fall Term 2018**

|  |  |
| --- | --- |
| **Week 1  Nov 12th** | **Introduction, Course Policy & Requirements, Syllabus**  **Chapter 1: Ethics Expectations** |
| **Week 2**  **Nov 26th** | **Chapter 2: Ethics and Governance Scandals**  **(Your first journal article will be assigned this week)** |
| **Week 3**  **Dec 3rd** | **Chapter 3: Ethical Behavior—Philosophers Contributions** |
| **Week 4  Dec 10th** | **Chapter 4: Practical Ethical Decision Making**  **(A case study will be assigned this week)** |
| **Week 5**  **Dec 17th** | **Chapter 5: Corporate Ethical Governance and Accountability** |
| **Week 6**  **Jan 7th** | **Midterm Exam** |
| **Week 7**  **Jan 14th** | **This Week I will Give you a Choice of Assignments to Deal with. The List and subjects will be given to you in week Four.** |
| **Week 8**  **Jan 22nd** | **Chapter 6: Professional Accounting in the Public Interest** |
| **Week 9**  **Jan 28th** | **Chapter 7: Managing Ethics Risks and Opportunities** |
| **Week 10**  **Feb 4th** | **Chapter 8: Subprime Lending Fiasco – Ethics Issues**  **(2nd Journal Article or Internet Assignment)** |
| **Week 11**  **Feb 11th** | **Final Exam – Chapters 9 – 13**  **(The Final Exam will be given out early to allow time for you to complete it)** |

# 19. Holidays

|  |  |
| --- | --- |
| **Holidays** | |
| **Thanksgiving** | **November 19th - 24th** |
| **Christmas** | **December 20th 2018 to Jan 2nd 2019** |
| **MLK** | **Jan 21st 2019** |