

Instructor: Dr. Luis Ruiz

E-Mail: [luis.ruiz1@rutgers.edu](mailto:luis.ruiz1@rutgers.edu)

Appointments as needed & scheduled via email/Canvas

---

**Course Description:**

An analysis of the foundation of ethical behavior in business and how these can be used to both assess and guide organizational decision-making. Emphasis is placed on the comparison of various moral perspectives including Judeo-Christian and secular ethical paradigms.

**Course Outcomes:**

- Provide the foundation for a logical analysis of the conflicting perspectives, demands, and behaviors generally encountered in the workplace and in society.
- Increase the student's awareness of the ethical responsibilities that exist between a business and its stakeholders.
- Understand the need to make well-informed and sound ethical decisions.
- Enhance the student's ability of integrating ethical decisions into the firm's business objectives.
- Gain familiarity of the need to consider of all stakeholders.

**Background:**

Current literature is replete in its message that both the business and government communities are experiencing ongoing ethical crises. Any assumption that these sectors of society will normally operate ethically and morally has not been proven valid. Therefore, it is imperative that today's business students, employees and leaders take the lead in behaving in a manner consistent with unchanging ethical and moral truths.

**Grading Criteria:**

- A. Business Ethics Case Assignments – (16%)
- B. Personal Code of Ethics Paper - (8%)
- C. Online Discussion Posts and Replies – (28%)
  - 1. Posts/Threads
  - 2. Replies
- D. Mid-Term (Questions taken from covered chapters) – (24%)
- E. Final (Non-Cumulative. Questions taken from covered chapters) – (24%)

**\*This syllabus is subject to change at the discretion of the professor**

**If you have any technical or navigational questions please contact the Canvas help desk at [help@canvas.rutgers.edu](mailto:help@canvas.rutgers.edu) for assistance.**

**Personal Code of Ethics Paper**

The student will write a word thesis that focuses on his/her norms, beliefs, and values. The student may emphasize changes in their code of ethics over the years if any and must present one area of desired improvement in an area of ethics. Must use professional formatting (APA, MLA etc.).

## Case Assignments

The student will write 2 separate Case Assignments that focus on 2 individual cases that will be provided. The Case Assignments must include at least 3 references (not from Ferrell textbook) and must use professional formatting (APA, MLA etc.).

## Mid-Term and Final Exams

The student will be able log-on to the exam during the specified time frame as outlined in Canvas. Once you open the exam you will have 60 minutes (mid-term and final) to complete after which Canvas will log you off of the exam. The exam will be open class book and class slides.

- **You must take the exam without the assistance of any other tool, individual etc.**
- **There will be no make-up exams.**
- **If for any University approved reason a student must take an exam outside of the date/time allotted an automatic 10% score reduction will apply.**

## Online Discussion Posts: Expectations and Grading

We'll use the discussion "item" (Canvas) several times throughout the semester to engage in meaningful and graded discussions. You are expected to make a post for each discussion topic (250 word minimum) as well as a response/reply to a classmate's post (150 word minimum). Each post and reply will include at least one citation. Note that each discussion will have the Monday night deadline. **Late posts are not accepted and will receive a grade "zero"**.

You can expect me to access the discussion forum regularly and contribute to the conversation. Discussion grades will be posted generally within one week of the discussion closing date.

Topics will be made available Tuesday morning, and discussions close at 11pm Monday. For the week of the post, you must post once Tuesday through Thursday (no later than 11pm Thursday), and respond once Friday through Monday (no later than 11pm Monday).

Exceeds Expectations: A (9 to 10 pts)

- Post comprehensively addresses the topic, adds value to discussion with stimulating posts
- Posts in-depth, incisive reflections that demonstrate critical thinking; shares real-world experiences and examples
- Well-written posts made within required timeframe; no grammar/spelling errors
- Contains no less than the minimum amount of words required

Meets Expectations: B (8 pts)

- Posts are on-topic, relevant, and contain original content
- Posts elicit reflections from and/or build on ideas of others; show evidence of knowledge and understanding
- Posts use complete sentences and rarely have grammar/spelling errors
- Contains no less than the minimum amount of words required

Emerging Towards Expectations: C (7 pts)

- Posts are on-topic, but may lack originality and/or fail to elicit reflections from or build on ideas of others; examples may be made but may be irrelevant or unclear how they connect to course content
- Posts may contain multiple grammar/spelling errors

Below Expectations: D (6 pts)

- Posts do not contain enough reference back to original topic or may not address the issue at hand sufficiently

- Little evidence of knowledge/understanding of course content is shown; examples missing
- Posts contain incomplete sentences and/or may not adhere to standard English grammar/spelling

Unacceptable: F - Student did not complete discussion board question by required standard or time

**\* Failure to post an on-time response will automatically receive a zero for that portion.**

Students are expected to:

- Read the assigned chapters for each week.
- Complete assignments on time.
- Participate actively, constructively, and meaningfully in all course forums.
- Be accountable and take responsibility for the quality of their own work.
- Be respectful of the time of both the professor and other students.
- All of the above will be taken into consideration when assessing the final grade

**Required Text** (Tied to Class readings & Tests): “*Business Ethics: Ethical Decision Making & Cases*” (10th Ed.), Ferrell, Fraedrich & Ferrell. Cengage Publishing. (Hard or Ecopy).

ISBN: 978-1285423715

- **Note:** No other texts, supplements are required but students are allowed/encouraged to purchase any extra material in order to deepen subject matter understanding. Mylab not needed.

**Supplemental Texts** (Recommended for student’s personal reference only):

“*Ethics 101: What Every Leader Needs to Know*”. Maxwell, John. Hachette Book Group, 2003

“*Business Ethics: Making a Life, Not Just a Living*”. Ahner, Gene. Orbis Books, 2007

**TECHNOLOGY**

This course utilizes Canvas. **Any technological issues experienced (e.g., test issues, discussion forum issues, etc.) should be reported IMMEDIATELY to the Canvas Help Desk to avoid losing credit.** “**Canvas ate my homework**” is not an acceptable excuse and late or missing assignments due to technological issues will not be considered under any circumstances without timely communication with the appropriate help source.

**Professor Communication:**

Note that during the week, from Monday until Friday, I will try reply to all e-mails within 24 hours. Please do not expect immediate response. (If you do not hear from me within 48 hours, please re-send your email as I may have overlooked or accidentally deleted your e-mail.)

Note that I may also be travelling out of town on many weekends and may not be able respond to weekend e-mails until Monday.

**15 week Course Outline**

<u>Week</u>	<u>Reading &amp; Assignment Due</u>
1	Student Intros & Read Chap 1
2	Read Chap 2, Personal Code of Ethics Paper
3	Read Chap 3, Discussion Post & Reply #1
4	Read Chap 4

5	Read Chap 5, Discussion Post & Reply #2
6	Ethics Case #1
7	Read Chap 6, Discussion Post & Reply #3
8	Mid-Term Test
9	Read Chap 7
10	Read Chap 8, Discussion Post & Reply #4
11	Ethics Case #2
12	Read Chap 9
13	Read Chap 10, Discussion Post & Reply #5
14	Read Chap 11
15	Final

**If you have any technical or navigational questions please contact the Canvas help desk at [help@canvas.rutgers.edu](mailto:help@canvas.rutgers.edu) for assistance.**

**Quality of Work** All type written assignments (article, case analysis etc.) will be held to a high standard. This means that your grade will be affected when the work is sloppy, disorganized or poorly written. Write to impress!

**Grading Scale** Based on individual assignment scores and the weights given above, a student's final course score will be tallied. The letter grade assigned to that score is as follows:

You will be graded on a scale from A (4.0) through F (0.0). Please refer to the current undergraduate catalog for detailed grade descriptions and Rutgers' policy.

Grade Scale w/Numerical Range	Definition	Numerical Equivalent
A (90 – 100)	Outstanding	4.0
B+ (88 – 89)	Very Good	3.5
B (80 - 87)	Good	3.0
C+ (78 - 79)	Satisfactory	2.5
C (70 – 77)	Acceptable	2.0
D (60 – 69)	Poor	1.0
F (Below 60)	Failing	0.0

**Late Assignments** - Assignments are due on the date indicated in the course outline. Assignments turned in late will **not** be accepted. You are responsible for meeting assignment deadlines and should plan ahead accordingly. If for a University approved reason an assignment is accepted after the due date, it will be graded as normal and then docked 20%.

**Please note: You are responsible for the dates that you have chosen. No extra credit will be offered.**

### **Academic Integrity**

“Academic integrity requires that all academic work be wholly the product of an identified individual or individuals. Joint efforts are only legitimate when the assistance of others is explicitly acknowledged...The principles of academic integrity entail simple standards of honesty and truth. Each member of the university has a responsibility to uphold the standards of the community and to take action when others violate them...Students are responsible for knowing what the standards are and for adhering to them. Students should also bring any violations of which they are aware to the

attention of their instructors.”<sup>1</sup>

In all cases, you are responsible for preparing your own work and documenting the work of others. Cheating, plagiarism, and other types of misconduct are not acceptable. Penalties can include expulsion from the University. A Policy on Academic Integrity was adopted by the Faculty Senate on September 2, 2008 <http://academicintegrity.rutgers.edu/policy-on-academic-integrity> **If there are questions on how to comply, please contact me immediately.**

### **Student Code of Conduct**

Violations of the Student Code of Conduct are considered serious infractions of student behavior and subject to penalties relative to the level of the matter. Academic integrity matters are handled directly by the academic units. Non-academic matters are handled by the Associate Chancellor for Student Affairs. Student Policies, including the Student Code of Conduct, procedures and definitions, can be found at: <http://studentconduct.rutgers.edu/university-code-of-student-conduct>

**Inclement Weather Closing Hotline:** The School of Business will announce closing through the message bar on its website: <http://camden-sbc.rutgers.edu/>.

---