



**BMGT 1341 001IN**  
**Business Ethics**  
**Course Semester Fall 2021**  
**Course Online**

**Instructor Information:** J. R. Hill, MBA, DBA, MS

Course Email: Dr. J. R. Hill – Instructor in Blackboard. Jhill23@com.edu

Office phone: 409-933-8311 (to leave a message with Department Admin. Assistant)

Cell phone: 281-685-8000

Virtual Office hours: I am available via text, email, phone calls or blackboard on a regular basis. I will respond to all contacts or questions within 24-48 hours. Usually, faster.

\*Course Communication: In this course we will communicate via course email within Blackboard, and via announcements. Monday to Friday between 8 AM and 4 PM, I will respond within 24 to 48 hours. On days when the college is closed, I will respond within the 1st or 2nd working day when the college reopens. Week-end response time is 72 hours.

**Student hours and location:** Online

**Required Textbook/Materials:**

Business Ethics, Ethical Decision Making and Cases, Eleventh Edition

ISBN 978-1-305-50084-6

Ferrell, Fraedrich, Ferrell

South-Western Cengage Learning, Mason, Ohio

**Course Description:** Discussion of ethical issues, the development of a moral frame of reference, and the need for an awareness of social responsibility in management practices and business activities. Includes ethical corporate responsibility.

**Course requirements:** (including description of any special projects or assignments)

**Determination of Course Grade/Detailed Grading Formula:**

Grading Scale

COURSE ITEM	SPECIAL INSTRUCTIONS	% of TOTAL GRADE
Discussions/Case Studies	Each student will participate in discussions questions posted online with their comments and respond to at least two other classmates' posts	10%
Quizzes	Quizzes are posted online and should be completed within the assigned time limit by the due date. You will have 2 attempts on each quiz.	25%

<b>Mid Term Exam</b>	You will have 2 attempts on each exam. There will be no make-up exam or reopening of the Final exam. It must be turned in on time in order for grades to be posted in a timely manner.	30%
<b>Final Exam</b>		35%

Grading Formula: Letter grades for the course are assigned according to the table below.

Percent	Letter Grade
90% - 100%	A
80% - 89%	B
70% - 79%	C
60% - 69%	D
Below 60%	F

Changes to this syllabus: The instructor reserves the right to update this syllabus. Updates will be discussed in detail in class and will be posted on Blackboard as an announcement.

**Late Work, Make-Up, and Extra-Credit Policy:** Assignment due dates will not be extended. Students must complete all work according to the due dates posted in Blackboard and summarized in the course outline below. Please see the instructor immediately for any issues regarding this policy.

**Attendance Policy:** Students in the course as expected to login regularly and have assignments in on time, as scheduled. It is suggested that even if you have your assignments done you should log into Blackboard at least once daily to check announcements and email messages as well as submit assignments and complete quizzes/exams.

**Communicating with your instructor:** ALL electronic communication with the instructor must be through your COM email. Due to FERPA restrictions, faculty cannot share any information about performance in the class through other electronic means. (Faculty may add additional statement requiring monitoring and communication expectations via Blackboard or other LMS)

Student Learner Outcome	Maps to Core Objective	Assessed via this Assignment
Define Business Ethics	Social Responsibility Personal Responsibility	Chapter 1 Quiz and Discussion on The Importance of Business Ethic
Identify and discuss the consequences of unethical business practices	Teamwork	Part 5: Cases
Describe reasoning for analyzing ethical dilemmas	Critical Thinking	Chapter 3 Quiz, Discussion and Ethical Issues Essay on Emerging Business Ethics Issues
Describe different ethical views	Social Responsibility Personal Responsibility	Chapter 1 Business Challenges Assignment on The Importance of Business Ethics
Explain how business, government, and society function interactively	Communication	Chapter 4 Quiz and Discussion The Institutionalization of Business Ethics

**Academic Dishonesty:** (Describe your academic dishonesty policy and state consequences if it is violated)

**Student Concerns:** If you have any questions or concerns about any aspect of this course, please contact me using the contact information previously provided. If, after discussing your concern with me, you continue to have questions, please contact David Knopp, Interim Chair for Business/Accounting at [dknopp@com.edu](mailto:dknopp@com.edu) or 409-933-8339.

**Course outline:**

Week	Chapter Reading	Fall 2021 Semester Dates	Assignments	Due Date
Week 1	Chapter 1	Aug. 23 – Aug. 29	Chapter 1 Quiz, Intro Discussion	08.29.21
Week 2	Chapter 2	Aug. 30- Sept. 4	Chapter 2 Quiz	09.05.21
Week 3	Chapter 3	Sept. 6 – Sept. 11	Chapter 3 Quiz Respond to Discussion	09.12.21 09.10.21
Week 4	Chapter 4	Sept. 12 – Sept. 18	Chapter4 Quiz Extra Time to Catch Up on Reading	09.19.21
Week 5	Case Study	Sept. 19 – Sept. 25	Monsanto Case Study	09.26.21
Week 6	Chapter 5	Sept. 27- Oct. 2	Chapter 5 Quiz Discussions	10.03.21
Week 7	Chapter 6	Oct. 3 – Oct. 9	Chapter 6 Quiz Discussions	10.10.21 10.9.21
Week 8	Mid-Term	Oct. 10 – Oct. 16	Mid-Term Exam	10.17.21
Week 9	Chapter 7	Oct. 17 – Oct. 23	Chapter 7 Quiz	10.24.21
Week 10	Case Study	Oct. 24 – Oct. 30	Madoff Case Study/Discussions Read Ahead	10.31.21
Week 11	Chapter 8	Oct. 31 – Nov. 6	Chapter 8 Quiz	11.7.21
Week 12	Chapter 9	Nov. 7 – Nov. 13	Chapter 9 Quiz	11.14.21
Week 13	Chapter 10	Nov. 14– Nov.21	Chapter 10 Quiz	11.22.21
Week 14	Chapter 11 Chapter 12	Nov. 28– Dec. 4	Chapter 12 Quiz	12.05.21
Week 15	Final Prep	Dec. 4 – Dec. 6	Wrap up Discussions, Case Studies	12.06.21
Week 16	Final Exam	Dec. 6– Dec. 09	Final Exam	12.09.21

## Institutional Policies and Guidelines

**Grade Appeal Process:** Concerns about the accuracy of grades should first be discussed with the instructor. A request for a change of grade is a formal request and must be made within six months of the grade assignment. Directions for filing an appeal can be found in the student handbook. <[https://build.com.edu/uploads/sitecontent/files/student-services/Student\\_Handbook\\_2019-2020v5.pdf](https://build.com.edu/uploads/sitecontent/files/student-services/Student_Handbook_2019-2020v5.pdf). *An appeal will not be considered because of general dissatisfaction with a grade, penalty, or outcome of a course. Disagreement with the instructor's professional judgment of the quality of the student's work and performance is also not an admissible basis for a grade appeal.* [https://build.com.edu/uploads/sitecontent/files/student-services/Student\\_Handbook\\_2019-2020v5.pdf](https://build.com.edu/uploads/sitecontent/files/student-services/Student_Handbook_2019-2020v5.pdf)

**Academic Success & Support Services:** College of the Mainland is committed to providing students the necessary support and tools for success in their college careers. Support is offered through our Tutoring Services, Library, Counseling, and through Student Services. Please discuss any concerns with your faculty or an advisor.

**ADA Statement:** Any student with a documented disability needing academic accommodations is requested to contact Holly Bankston at 409-933-8520 or [hbankston@com.edu](mailto:hbankston@com.edu). The Office of Services for Students with Disabilities is located in the Student Success Center.

**Counseling Statement:** Any student needing counseling services is requested to please contact Holly Bankston in the student success center at 409-933-8520 or [hbankston@com.edu](mailto:hbankston@com.edu). Counseling services are available on campus in the student center for free and students can also email [counseling@com.edu](mailto:counseling@com.edu) to set up their appointment. Appointments are strongly encouraged; however, some concerns may be addressed on a walk-in basis.

**Textbook Purchasing Statement:** A student attending College of the Mainland is not under any obligation to purchase a textbook from the college-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

**Withdrawal Policy:** Students may withdraw from this course for any reason prior to the last eligible day for a "W" grade. Before withdrawing students should speak with the instructor and consult an advisor. Students are permitted to withdraw only six times during their college career by state law. The last date to withdraw from the 1<sup>st</sup> 8-week session is October 6. The last date to withdraw from the 16-week session is November 19. The last date to withdraw for the 2<sup>nd</sup> 8-week session is December 2.

**F<sub>N</sub> Grading:** The F<sub>N</sub> grade is issued in cases of *failure due to a lack of attendance*, as determined by the instructor. The F<sub>N</sub> grade may be issued for cases in which the student ceases or fails to attend class, submit assignments, or participate in required capacities, and for which the student has failed to withdraw. The issuing of the F<sub>N</sub> grade is at the discretion of the instructor. The last date of attendance should be documented for submission of an F<sub>N</sub> grade.

**Early Alert Program:** The Student Success Center at College of the Mainland has implemented an Early Alert Program because student success and retention are very important to us. I have been asked to refer students to the program throughout the semester if they are having difficulty completing assignments or have poor attendance. If you are referred to the Early Alert Program you will be contacted by someone in the Student Success Center who will schedule a meeting with you to see what assistance they can offer in order for you to meet your academic goals.

**COVID-19 Statement:** All students, faculty, and staff are expected to familiarize themselves with materials and information contained on the College of the Mainland's Coronavirus Information site at [www.com.edu/coronavirus](http://www.com.edu/coronavirus). In compliance with Governor Abbott's May 18 Executive Order, face coverings/masks will no longer be required on COM campus. Protocols and college signage are being updated. We will no longer enforce any COM protocol that requires face coverings. We continue to encourage all members of the COM community to distance when possible, use hygiene measures, and get vaccinated to protect against COVID-19. Please visit [com.edu/coronavirus](http://com.edu/coronavirus) for future updates.

**Course Requirements:**

*Quizzes and Exams* will be completed and submitted via BLACKBOARD. EXAMS will be administered via Blackboard. QUIZZES will be administered in Blackboard.

College level writing is expected on all case studies, simulation exercises and essays that may be included as part of an Exam. (See link below for a quick reference on academic writing.)

<http://www.onlinecolleges.net/for-students/academic-writing-guide/>