



**UNIVERSITY OF
NORTHWESTERN**
— ST. PAUL —

OFFICE OF ADULT
& GRADUATE STUDIES

BUA5420

Business Leadership Ethics

SPRING 2023

SYLLABUS

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University of Northwestern – St. Paul
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BUA5420 Corporate and Personal Ethics

University of Northwestern – St. Paul

COURSE DESCRIPTION

This course provides a well-rounded comprehensive study of industry and personal ethical dilemmas, integrating biblical principles and perspectives. Using industry case studies, students will engage in background research, alternative analyses comparisons, consequence evaluation, faith integration, and decision justifications. Additional topics include business and personal ethics integration, personal and business ethical leadership, biblical short/long-term consequences evaluations, profit/loss implications, and senior management implementation considerations.

Credits: 4

Prerequisites: None

INSTRUCTOR INFORMATION

Please see “Contacting the Instructor” on the course site.

COURSE OUTCOMES

At the end of this course, a successful student will be able to

- CO-1. Analyze complex organizational problems in relation to leadership and Christian ethical standards
- CO-2. Defend proposed ethical solutions to complex organizational problems
- CO-3. Evaluate the role of leadership ethics and values on organizational success
- CO-4. Evaluate the market implications of ethical decisions
- CO-5. Apply ethical decision-making logic to complex problems

MATERIALS

Required Textbooks and Materials

Cafferky, M.E. (2015). *Business ethics in biblical perspective: A comprehensive introduction*. Downers Grove: IVP Academic.

<https://login.ezproxy.unwsp.edu/login?url=http://search.ebscohost.com/login.aspx?direct=true&db=e093mww&AN=1094100&site=ehost-live&scope=site>

Required Tools

For this course, students will need access to Microsoft Office (available at no cost to students through the University of Northwestern-St. Paul), a PDF reader, and a standard internet browser. Please refer to the Tech Requirements found in the Technology Help section at the top of the course site for the full requirements.

GRADING POLICIES AND PROCEDURES

Course Grade Explanation

Assignments	Grade Weight
Discussion Forums (11)	30
Interaction Papers (3)	20
Popular Article	5
PowerPoint Presentation	5
Reflection Paper	10
Philosophy of Ethics	5
<u>Final Project Paper and Presentation</u>	<u>25</u>
Total	100

Grading Scale Percentages

A	≥ 93	B	≥ 83	C	≥ 73	D	≥ 63
A-	≥ 90	B-	≥ 80	C-	≥ 70	D-	≥ 60
B+	≥ 87	C+	≥ 77	D+	≥ 67	F	< 60

Late Work

All assignments are due as described in the course syllabus. Students are responsible for meeting assignment deadlines. Late assignments will be deducted one full letter grade (e.g., A to B) per day; late assignments will not be accepted for a grade beyond 3 calendar days past the original deadline. Forum discussion activities must be completed on time; late forum posts will not receive any credit. Students should contact the instructor via e-mail if an extenuating circumstance exists.

Feedback Expectations

Students should expect feedback for their submitted assignments within 5 days of the assignment due date or the time of their submission, whichever is later.

INSTITUTIONAL POLICIES AND SERVICES

Guidelines and Information

Students are responsible for policies and procedures found in the Office of Adult & Graduate Studies Catalog located on theROCK. These policies include the following:

- Deadlines for dropping or withdrawing
- Attendance
- Class cancellations
- Plagiarism and cheating
- Grading System
- Complaints, exceptions, and appeals

Instructors may have course-related expectations that further detail the policies and procedures outlined in the catalog. Any such expectations must be provided to students in writing (e.g., handout, course site posting) prior to or at the beginning of the class.

Traditional undergraduate students enrolled in A&GS courses are subject to the traditional undergraduate student handbook for all non-course-specific policies and procedures.

Academic Integrity

Members of the Northwestern community mutually commit to personal integrity and honesty. Students submitting work are expected to convey their own thoughts unless the source is cited appropriately. Plagiarism, cheating, and other forms of academic dishonesty violate ethical and intellectual principles.

In every course, students are required to view the Understanding Plagiarism video and complete the Understanding Plagiarism Quiz prior to completing any of the course content. These items are part of the course orientation.

Academic Achievement

UNW students requesting academic accommodations in association with the Americans with Disabilities Act (ADA) are directed to notify [Disability Services](#) to begin the application process. Academic Achievement also provides the following: [Writing Tutoring](#), [Subject Tutoring](#), advocating, transitional skill building, [Academic Coaching](#) (organization, time management, test taking, etc.).

Contact Academic Achievement for more information: AcademicAchievement@unwsp.edu | 651-628-3316 | N4012 (Revised 07/21).

Support Services

Links to support services are available found in the Student Services section at the top of the course site.

COURSE POLICIES AND INFORMATION

Email and Announcements

Students are responsible to regularly check their Northwestern student email and the announcements in the course site in order to receive updates and information.

Attendance

Due to the accelerated nature of the online curricula, students are expected to participate in all course activities. Students must contact the faculty member in advance or as soon as possible if unable to participate in all or part of the course activities for a given week because of a medical (which includes having to quarantine or isolate due to COVID-19 exposure or confirmed illness), family, or work-related emergency. Students should refer to their course syllabus and/or faculty member for specific requirements. Students who do not participate in course activities and fail to withdraw from the course will receive a failing “F” grade.

Submission Standards

All assignments, unless otherwise stated, must be submitted on the course site in Microsoft Word document format (.doc or .docx). For all assignments, use a standard readable font, double-spaced, etc.

Critical Response to Alternate Viewpoints

When students are reading or viewing course materials, they may encounter viewpoints, words, or images that their instructors would not use or endorse. Students should know that materials are chosen for their value in learning to read, write, and view critically, not because the materials are necessarily Christian.

Scholarly Research

Quality participation in this course requires contribution of scholarly research to class interactions. Students can engage in external research via the Berntsen Library website by performing a search of the 60+ databases available to students. Also available on the library site are multiple tutorials to educate learners in effective search techniques. Other credible journals/articles are options as well.

ASSIGNMENTS

See the course site for complete details on the assignments.

Online Discussion Forums

Learning in this course relies on developing shared understanding through social learning and dialogue. Join the ongoing course conversation by initially posting to each week's discussion forum based on the criteria outlined in the forum descriptions. Posts should be concise and conversational, stating what you think, why you think that, and what more you would like to know or understand.

Be intentional to support your claims in each post with at least two of the following, all three if possible: personal experience, course content, or credible external research. Engage your peers by replying in their discussion threads with questions, suggestions or examples that extend or challenge their ideas and stimulate further conversation.

Initial participation in each forum is due by 11:59 p.m. CT on Day 4 and follow-up participation in the discussion is due by Day 7. Earlier, more frequent participation is recommended since others depend on your contributions.

Full grading expectations are noted in the Discussion Forum Rubric on the course site.

PowerPoint (Week 2)

Design a 12-20 slide PowerPoint presentation explaining the pros and cons of contemporary approaches to ethics. This project will be graded on creativity, professionalism, content/slides and notes, research, and writing mechanics.

Full grading expectations can be found on the course site.

Papers

Popular Article (Week 1)

Write a popular article addressing the topic of biblical foundations, business, and leadership ethics. Provide illustrations of how biblical themes give insights to the proper evaluation of ethical business situations. This article will be 5 pages, and written to a mixed audience of Christian and non-Christian readers.

Grading expectations for this paper are outlined in the Completion Rubric on the course site.

Reflection Paper (Week 3)

In a 4 page paper, briefly explain your approach to biblical absolutes, moral conflicts, and the rationale for the position you embrace.

Grading expectations for this paper are outlined in the Completion Rubric on the course site.

Philosophy of Ethics (Week 4)

Write a 4 page philosophy of ethics based on what you've learned in the course so far. This philosophy should be well researched and focused on ethics and leadership.

Grading expectations for this paper are outlined in the Completion Rubric on the course site.

Interaction Paper: Friedman & Schultz (Week 5)

After reading the two assigned articles posted on the course site by Schultz and Friedman, write a 4-page interaction paper comparing and contrasting these two individuals' views of economics. After your evaluation of the two views, briefly explain, giving your biblical rationale, what you believe from a Christian perspective is the most ethical economic system.

Grading expectations for this paper are outlined in the Completion Rubric on the course site.

Interaction Paper: Moral Muteness (Week 5)

Write a 4-page interaction paper developing a strategy for dealing with moral muteness and the pressure to compromise within organizations and political and economic systems.

Grading expectations for this paper are outlined in the Completion Rubric on the course site.

Interaction Paper: Christian Business Ethics Articles (Week 6)

Submit a 4- to 5-page paper that incorporates your answers to the questions posted on the course site summarizing your interactions, reflections, and applications of the concepts in three articles about Christian business ethics by Carr, Siker, and Willard. Some of these articles are older because they are seminal articles in the field of business ethics and it is important to be acquainted with them as a result. Each answer should be concise, but also thoroughly address each question, probably in a short paragraph.

Grading expectations for this paper are outlined in the Completion Rubric on the course site.

Final Project: Leadership Ethics Case Study

As a final project, synthesizing the concepts of the course, analyze a case study in a 5-page paper and a 7-minute presentation using VoiceThread. The VoiceThread User Guide and links are found under Guides and Research Help on the course site.

Select one of the over 90 Business Ethics Cases found on the Santa Clara University Markkula Center for Applied Ethics website linked on the course site.

The case study selection process is first-come first-served. Declare your selection in the Case Study Selection for Leadership Ethics Final Project forum on the course site. Your instructor will affirm and acknowledge your case study selection. If a student wishes to write their own case study they may do so, but it must be cleared with the instructor. See the course site for sources to find case studies.

Based on the textbook reading and class interaction in the first five weeks of the course, use the How to Write a case-Based Essay document on the course site

Pay attention to the following when developing and presenting cases:

- Ensure you fit within the 5-page and 7-minute length expectations.
- You should pull in both external research and biblical references to support and defend your position.
- The case should necessitate engagement with ethical concepts or theories from the course textbook and outside research.
- The case facilitation should be conducted in a manner that honorably and fairly treats both classmates and those discussed in the case reflection.

Grading for the presentation is detailed in the Final Project Presentation Rubric on the course site.

Grading for the written analysis is based on the following:

- Effectiveness and thoroughness of overall argument, organization, logic, and support with a biblical perspective – 25%
- Evidence of sophisticated understanding of the case issues and how various ethical approaches are relevant – 25%
- Your own recommendations of solutions for the case based on one or more ethical approach – 25%
- Professional writing quality and format – 25%

COURSE SCHEDULE

Format

This course is delivered in an online format that provides all learning activities online. The day the course starts is considered Day 1 of Week 1 for the course. For example, if a course begins on a Monday, then Day 1 is Monday, Day 4 is Thursday, and Day 7 is the following Sunday.

This course is an accelerated course. As a rule of thumb, students should expect to spend on average 17.5 hours on course work each week.

Due Dates

Unless otherwise noted, all assignments are to be submitted on the course site by 11:59 p.m. CT on Day 7 of each week. Please see the following schedule for details on when an assignment is due.

For any questions regarding these assignments, contact the instructor.

Orientation

- Read the Getting Started Page
- Participate in the Introductions Forum
- View and Complete Understanding Plagiarism Presentation and Quiz
- Complete Student Responsibilities Exercise

Week 1: Fundamental Foundations of Ethics

- Familiarize yourself with the course site and syllabus
- View: Week 1 Overview
- Read: Cafferky, General Introduction and Chapters 1-4
- View: Week 1 Resources

- Begin work on the Popular Article (Due Week 2, Day 7)

Due Day 4

- Post initially to the Week 1 Discussion Forum

Due Day 7

- Post replies to the Week 1 Discussion Forum

Week 2: Contemporary Approaches to Ethics

- View: Week 2 Overview
- Read: Cafferky, Chapters 5-13

Due Day 4

- Post initially to the Week 2 Discussion Forum

Due Day 7

- Post replies to the Week 2 Discussion Forum
- Submit PowerPoint Presentation
- Submit Popular Article
- Post your case study selection for the final project in the Case Study Selection Forum

Week 3: Ethics and Moral Conflict

- View: Week 3 Overview
- View: Week 3 Resources

Due Day 4

- Post initially to Week 3 Discussion Forum 1
- Post initially to Week 3 Discussion Forum 2

Due Day 7

- Post replies to Week 3 Discussion Forum 1
- Post replies to Week 3 Discussion Forum 2
- Submit Reflection Paper

Week 4: Ethics in Leadership

- View: Week 4 Overview
- View: Week 4 Resources

Due Day 4

- Post initially to the Week 4 Discussion Forum 1
- Post initially to the Week 4 Discussion Forum 2

Due Day 7

- Post replies to the Week 4 Discussion Forum 1
- Post replies to the Week 4 Discussion Forum 2
- Submit Philosophy of Ethics paper

Week 5: Ethics, Political Economic Systems, and Corporate Responsibility

- View: Week 5 Overview
- Read: Cafferky, Chapters 19-21

- View: Week 5 Resources

Due Day 4

- Post initially to the Week 5 Discussion Forum

Due Day 7

- Post replies to the Week 5 Discussion Forum
- Submit Interaction Paper – Schultz, Friedman
- Submit Interaction Paper – Moral Muteness

Week 6: Business and Ethics on a Global Stage

- View: Week 6 Overview
- Read: Cafferky, Chapters 14, 17-18
- View: Week 6 Resources

Due Day 4

- Post initially to the Week 6 Discussion Forum

Due Day 7

- Post replies to the Week 6 Discussion Forum
- Submit Interaction Paper – Christian Business Ethics Articles

Week 7: Business Ethics Management, Accounting, and Finances

- View: Week 7 Overview
- Read: Cafferky, Chapters 15-16

Due Day 4

- Post initially to the Week 7 Discussion Forum 1
- Post initially to the Week 7 Discussion Forum 2

Due Day 7

- Post replies to the Week 7 Discussion Forum 1
- Post replies to the Week 7 Discussion Forum 2

Week 8: Analyzing Ethical Situations Quickly

- View: Week 8 Overview

Due Day 4

- Post initially to the Week 8 Discussion Forum

Due Day 7

- Post replies to the Week 8 Discussion Forum
- Submit Case Study Analysis Paper
- Submit Final Project Presentation