



DR. RUSS MEADE

DEPARTMENT OF BUSINESS

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Syllabus

BUS 265

Spring 2012

ETHICAL ISSUES IN MANAGEMENT

Discipline Prefix: BUS
Course Number: 265
Credit Hours: 3
Contact hours: 3
Pre-Requisite: None
Repeatable for Credit: No

INSTRUCTOR

DR. RUSS MEADE

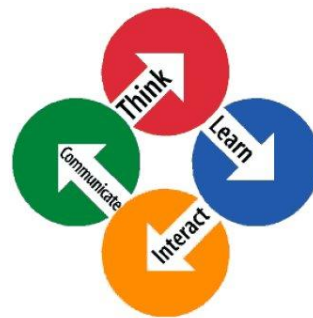
- E-Mail_ russmeade@bellsouth.net or remade@tcc.edu
- Tel- 828-625-4744,
- If Essential: Cell- 828-243-8259
- SKYPE Video Conferencing User Name- russmeade@bellsouth.net
- Office Hours- My Class is always Open! Simply SKYPE me!

MEET YOUR PROFESSOR MULTI MEDIA INTRODUCTION



COURSE DESCRIPTION

Examines the legal, ethical, and social responsibilities of management. May use cases to develop the ability to think and act responsibly.



STUDENT LEARNING OUTCOMES

At the end of our course, the student will be able to:

- Explain how the Sarbanes-Oxley Act of 2002 protects investors by improving the accuracy and reliability of corporate financial statements and other disclosures.
- Explain what caused the collapse of Enron and WorldCom.

Explain how the collapse of Enron and WorldCom harmed various categories of stakeholders such as investors, creditors, employee, etc.

- Describe how a Ponzi scheme works, and how the Madoff Ponzi scheme harmed investors
- Describe the causes of the Financial Crisis of 2007-2008.
- Describe insider-trading and explain how insider-trading brings harm to others.
- Explain what is meant by sexual and racial discrimination.
- Develop a plan to ensure that the company does not violate sexual and racial discrimination laws
- Describe what is meant by sexual misconduct
- Explain what is meant by monopolization of an industry and what is meant by an attempt to restrict competition in an industry.
- Describe how consumers are harmed by monopolization of an industry and attempts to restrict competition in an industry.

PREREQUISITE SKILLS

Students in TCC online classes must be proficient users of the World Wide Web and are responsible for adhering to **all** the following criteria. If you are unable to fulfill these requirements, another class delivery method is more appropriate for you. Check with your professor about variations to these requirements. Be sure to scroll down the page for all the requirements.

- You must be able to check the class Web site and your e-mail daily or every other day for most online classes. Always refresh/reload your browser screen to ensure you have updated information, including additions and changes.
- You must have sufficient [e-mail](#) and [Internet access](#) to do all the class activities, and you are responsible for finding alternative resources when necessary. Libraries and commercial services offer Web access to the public. You also can use the open computer labs at any of the four campuses.
- You must use an [approved version of Internet Explorer](#) to perform all class Web activities You cannot use an [Online/Internet Service provided Web Browser](#).
- You must have strong Internet research skills.
- You must be able to perform the following Web browser functions:
 - Adjust [proxy settings](#) to enable access to TCC's licensed electronic learning resources
 - Locate and follow hyperlinks and navigate "back" and "forward"

- Add and access favorites (Microsoft Internet Explorer) so you can revisit important Websites
- Edit your Web browser preferences
 - Adjust font size for reading Web pages
 - Adjust color preferences for reading and printing Web pages
 - (*optional*) Configure mail settings in browser to activate "mailto" hyperlinks
- Save files to disk as Plain Text and as HTML
- Use the "Go" function to access recently visited pages
- Reload (refresh) the screen
- Print Web pages--adjust page setup and print options so that the URL (Web address) and access date are printed on the page (it is a good idea to print all important pages or at least the top levels of important sites to provide a record of your access)
 - Use your browser Help files for additional assistance



TOPICS COVERED IN THIS COURSE

- Sarbanes-Oxley Act of 2002
- Enron Crisis
- WorldCom Crisis
- Financial Crisis of 2007-2008
- Ponzi Schemes
- Insider-trading
- Sexual and racial discrimination
- Sexual misconduct
- Industry monopolization
- Other current ethical issues in business management

In each LEARNING MODULE YOU WILL FIND:

- Learning Objectives and Student Learning Outcomes for the Module;
- A Reading Assignment From Our Text Book;
- An Internet Search and Writing Assignments
- A Discussion Board Issue requiring higher level thinking and creativity;
- Help Avenue contacts and Information for any questions.
- Numerous links to further your learning,.

COURSE TEXTBOOK

BUSINESS ETHICS, Author: FERRELL, Edition: 8TH, Publisher: CENGAGE, ISBN: 9781439042236

- [Campus Locations](#)
- [Online Ordering](#)
- [Fall Hours](#)
- [Spring Hours ~ Closed for Inventory 3 days in Feb](#)
- [Summer Hours](#)
- [Campus/program selection for textbook information](#)

Course Schedule

Our class is self paced. As Adult Learners, you have many stressors in your life and having rigid deadlines simply adds to the stress levels and decreases the learning.

The very latest pedagogical research has found that adult learners learn at a different pace and in a manner different from their younger classmates.

2012 SPRING SEMESTER ~ SIXTEEN-WEEK REGULAR SESSION

November 7 - 11, 2011	Returning students register for Spring classes*
November 12, 2011 - January 8, 2012	New and returning students register for Spring classes*
January 5	Tuition due for Spring classes
January 9	Classes begin
January 15	Spring 2012 Graduation Application Deadline (Applications not received by the deadline will be processed the following term.)
January 16	Martin Luther King, Jr. Day (college closed)
January 17	Last day to add or change for a sixteen-week course
January 25	Last day to drop for tuition refund from a sixteen-week course
March 5 - 11	Spring Break (no classes - college open)
March 23	Last day to withdraw without academic penalty from a sixteen-week course

(See [Note](#))

April 30	Last day of instruction
May 1 - 7	Final examinations
May 8, 9, 10	Faculty Research Days
May 11	Graduation

METHODS OF ASSESSMENT

A.	Discussion Forum Activities:	1/3
B.	Individual and Internet Assignments	1/3
C.	2 Examinations Timed/un proctored)	1/3

Total: 100

ASSESSMENT SCALE FOR OUR COURSE

- A: 93 - 100%
- B: 86 - 92%
- C: 78 - 85%
- D: 70 - 77%
- F: 70% and below

ASSESSMENT CRITERIA

A. 33 1/3% Class Participation

- All students are required to actively participate in the Discussion Board during each week.
- The free flow of ideas and analysis of the subjects is strongly encouraged.
- Class participation in this web-based course will be determined by your additions to the Discussion.
- Posting to all Discussions is required.
- To actively participate, reply to other posts and add your comments and thoughts for a maximum grade in "Class Participation.
- Three posts to each Discussion Board Topic is a "minimum" participation in the class. Board.

B. 33 1/3% Module Assignments:

Assignments will be made during several week on subjects covered and to be covered in class. They may cover Internet Assignments, E-Mail Assignments, or Text Questions. Each Module contains the specific Assignments for that Learning Section. All assignments must be typed and in a proper professional style for Presentation.

C. 33 1/3% Mid-Term and Final Exam:

- A comprehensive Mid Term and Final Exam will be given and will consist of multiple choice, true false, or essay questions
- The success of this course depends on our ability to have read the assigned readings closely, to have thought carefully about the points raised or ignored by authors, and to bring to the group your questions and concerns about their theses and positions into the discussions groups. Having prepared the readings prior to class ensures your productive participation.
- We should work to achieve conversational exchanges with each other, constructively challenging each other to think broadly and critically about ideas or assertions posed by the readings.

In all participation and assignments I am looking for evidence of:

1. demonstration of substantial knowledge and higher order thinking and analytic skills and application of facts, concepts, terms, and processes learned/read/discussed;
2. evidence of critical contemplation, i.e., "grapple" with issues and topics;
3. appropriate use of knowledge learned;
4. imaginative thinking and responses to challenges/problems/issues;
5. exploring underlying assumptions about education and schooling;
6. clarity of expression and logical connection among ideas expressed;
7. writing that reflects precise and concise thinking;

Final Grades

Final Grades are made available to each student within the Student Information System (SIS) now web delivered via **My TCC or SIS.**

Based on the progression of the course, the grade distribution for each assignment may change. However, if changes are made, I will notify students ahead of time and in writing.

TIPS FOR ONLINE SUCCESS

- Plan your semester to ensure adequate time to complete assignments. A good rule of thumb is to try and complete your assignments a week in advance. This gives you plenty of time to resolve any potential technical problems you may encounter prior to the stated due date.
- Refer to your Assignment Schedule as often as you would like to ensure you are on track with the course requirements.
- Complete and submit assignments as directed in your Assignments folder. NOTE: Remember to always save a copy of your assignments prior to submission.
- Anticipate timely feedback from me regarding your assignments. This feedback may be in the form of personal e-mail or discussion forum responses.
- Monitor your overall progress in the course anytime by referring to the Check Your Grade function under Student Tools.



ATTENDANCE POLICY

- Student success is dependent on active participation in an online class. Active participation in this course is tracked through completion of assignments in a timely manner.
- Make every effort to adhere to the deadlines listed in the Assignment Schedule located in the Assignments folder.
- Contact me immediately if an emergency arises and you are unable to submit your work (or attend class) as required. NOTE: Early completion of assignments will guarantee that all work is submitted on time and will not be subject to possible late penalties.

If you find that you cannot complete the course for any reason, contact me and refer to your college catalog for withdrawal procedures.

If a student is absent more than 15 percent of scheduled instructional time, attendance may be defined as unsatisfactory. This calculation includes absences occurring during the add/drop period.

When an instructor determines that absences constitute unsatisfactory attendance, s/he may withdraw a student from the course. The student will receive a grade of W during the first 60 percent of a course. If the student is withdrawn after 60 percent of the class, a grade of F (or U in the case of a developmental course) will be assigned unless the

student can document mitigating circumstances. Students who are withdrawn from a class because of unsatisfactory attendance are not eligible for a refund of tuition and fees.

Instructional Approach

- Course communication is done through e-mail, listservs, online discussions, and course websites. If you are unable to check the course Web and your e-mail daily, at least alternate days are recommended. Otherwise, an online class might not be the most appropriate approach for you.
- Public web access is available at area public libraries, college libraries, and cyber cafes.
- Consider a free e-mail account from a Web service as a backup e-mail address.
- Do not forget that you can also contact your professor and classmates by phone, fax, and postal mail.
- Contact your instructor as soon as you experience any technical or assignment trouble. DO NOT wait until the last minute.

Communication, student-to-student and student-to-instructor, is critical in an online course. Since we cannot have “class discussions” in the traditional sense, we will use various features built into Blackboard’s Communication system in lieu of face-to-face interaction:

COURSE DESIGN

I designed this course and will instruct in a pragmatic manner, “hands-on” approach , to understanding the material and subject!

To this end, course materials will be presented according to *Flemings* ‘ VARK instructional methodology for the experienced adult learner.

The Course materials will be presented in a combination of

- Visual;
- Auditory;
- Reading/Writing;
- and Kinesthetic-(*e.g.* hands on practicum exercises

ACADEMIC POLICIES

Students are responsible for being aware of the policies, procedures, and student responsibilities contained within the current edition of the TCC Catalog and Student Handbook. Students should familiarize themselves with the college's policies regarding misconduct and inclement weather found in the Student Handbook.

Student Responsibilities

Students enrolled in this course should continually monitor their learning, evaluating their own efforts, and actively seek help when needed in a timely manner. Students should participate, turn in assignments on time, and adhere to the honor code of TCC.

To successfully complete our class, you will need to assume an active role in the learning process; asking questions, completing assignments, participating in discussion and group chat sessions

Withdrawal Policy

Students who wish to withdraw without academic penalty should contact a counselor to determine the appropriate procedure. Withdrawals through completion of 60 percent of a session will result in a W grade. After 60 percent of a session is completed, a withdrawal will result in a grade of F in a credit course or a grade of U in a developmental course, except under mitigating circumstances that must be documented by the instructor and approved by the academic dean. Dynamic session classes have unique refund and withdrawal dates. Contact a campus Enrollment Services Office for more information, or visit <http://www.tcc.edu/students/calendar/academic/Dynamic.htm>.

A student who drops after the last day to withdraw does not receive a "W." He/she receives an "F," in which case there is both an academic and financial penalty. A student who withdraws by the deadline faces a financial penalty, but not an academic penalty.

Academic Integrity

TCC will expect students to demonstrate personal and academic integrity, to be open to new ideas, and to share in a community where individuals from diverse backgrounds and cultures help one another grow intellectually, socially, and personally.

TCC expects students to achieve, not just to get by. And while many caring and talented faculty and staff are here to help, students must take responsibility for their own learning. Students should strive for a high level of academic performance and to be responsible, contributing citizens within the college and in outside communities. Above all, TCC

wants students to develop a love of learning that will last a lifetime, along with a life-long interest in maintaining emotional and physical wellness.

Plagiarism and Academic Misconduct

Academic misconduct includes, but is not limited to, the following actions: cheating on an examination or quiz—either giving or receiving information; copying information from another person for graded assignments; using unauthorized materials during tests; collaboration during examinations; buying, selling or stealing examinations; arranging a substitute for oneself during examinations; substituting for another person, or arranging such a substitution; plagiarism—the intentional or accidental presentation of another’s words or ideas; collusion with another person or persons in submitting work for credit in class or lab, unless such collaboration is approved in advance by the instructor.

Faculty members who have reliable evidence of academic misconduct will (1) investigate the matter, and (2) review the facts of the matter and the proposed penalty with the appropriate academic dean. They may then take one or more of the following actions:

- Require the work to be accomplished again
- Give no credit for the test, paper, or exercise
- Assign a grade of F, U, or W for the course
- Refer the matter to the campus Dean for Student Services or designee for possible disciplinary sanction through the college’s disciplinary procedure

If the faculty member chooses to refer the matter to the campus Dean for Student Services or designee for disposition, the Plenary Disciplinary Procedure shall be followed, and the student’s dismissal from the college is a possibility.

Disability Services

Students who have documented, diagnosed disabilities, and who need special accommodations for tests, etc., are advised to see the Disabilities Services staff in Student Services so that the instructor may be notified of what accommodations are appropriate in each case. Requests for accommodations should be made to the designated campus disability services counselor at least 45 days before classes begin. Documentation must be provided to support the need for accommodations.

For assistance with disabilities, contact the campus Disabilities Counselor/Provider or the Coordinator of Learning Disabilities Services: call 822-1213, visit Student Services/Development, or visit the Disability Services webpage at <http://www.tcc.edu/students/specialized/disabilityservices/index.htm>

Statement on Classroom Behavior

TCC is committed to maintaining a social and physical environment conducive to carrying out its education mission. Therefore, all students are expected to demonstrate standards for civility.

- Be moderate in speaking. Loud, obscene, argumentative, or threatening speech is disruptive to teaching and learning and is offensive to others. It has no place in an academic setting.
- Resolve any disagreements in a positive, non-combative manner. Request the assistance of college authorities if needed.
- Show respect for the comfort of others in an educational setting by observing acceptable standards for personal cleanliness and dress ”

Disposition of Classes for Emergency Shutdown of the College:

In the event of an emergency shutdown of the college, the president and her executive staff may elect to conclude the term in session if eighty-five percent or more of that term has been completed. If the term in session is concluded, faculty shall compute final grades of students based on coursework completed at that point.

Blackboard and Course Communication

Please check Blackboard, their VCCS student email accounts, or other course communication tools on a regular basis. See above on my response time for all communications..

Student Success Resources

The following resources are available to TCC students. See the Student Handbook or visit <http://www.tcc.edu/forms/handbook/> for more information about student services and locations.

Learning Resource Centers

Each campus houses a library and media resources in a Learning Resources Center (LRC). A separate slide and print library is located at the Visual Arts Center. The Learning Resources Centers contain research materials in both print and electronic format to support the courses, curricula, and mission of the college. Library materials include books, newspapers, magazines, journals and an extensive collection of indexes, abstracts and full text databases. Media resources include videotapes, audiotapes, films, CD-ROM/DVD, computer files, and other audiovisual materials. Visit this site for more information: www.tcc.edu/lrc/

Academic Support Services

Each campus provides various kinds of academic assistance. One-on-one tutoring, math and computer labs, and other forms of individual and group assistance may be available. Students can also find free help for writing, from short questions about commas and comma splices to a comprehensive review of research papers in progress, in the Writing Centers.

Online Help Desk

Visit the following Distance Learning Resources for Students website for information about computer skills, technical support, library services for online students, and much more: <http://www.tcc.edu/students/dtls/>

Important Websites

- College Website: www.tcc.edu
- Blackboard and Student E-mail: <https://tcc.my.vccs.edu/jsp/home.jsp>
- Student Handbook: <http://www.tcc.edu/forms/handbook/>
- TCC Catalog: <http://www.tcc.edu/forms/catalog/>
- Class Schedule: <http://www.tcc.edu/schedule/> (or log-in to SIS for current course offerings)
- Academic Calendar: <http://www.tcc.edu/students/calendar/academic/index.htm>
- Distance Learning Resources: <http://www.tcc.edu/students/dtls/>

Course Feedback

- Students who e-mail the instructor Monday – Thursday will ordinarily receive a response within 48 hours. Students who e-mail the instructor Friday – Sunday may expect a response by 5 pm on Monday.
- Students are expected to retain an electronic copy of all work submitted. If transmission of the work fails, students are expected to “resend” the document under directions of the instructor

CONTACT/VIDEO CONFERENCING

It is my personal belief that all my students should have fast and easy access to me as their Professor.

In fact, you will easily find that in all my classes easy and fast access if you have a question is better than if you were taking my classes in person!

To contact me you can:

1. **Send me a message through my TCC Mail or for an even faster reply through my personal E-Mail** at russmeade@bellsouth.net.

When sending me E-Mail ALWAYS put your Class Name and Number in the Subject Line and add your full name;

2. **Through calling me** at 828-624-4744 or if unavailable and essential at my Cell Phone Number at 828-243-8259;
 3. **Through SKYPE** (a free, easy to use Video Conferencing System). My user name is Russ Meade
- Please feel free to e-mail me or call me if you have any questions or are unclear on any assignment.
 - I am always available to my students, so please feel free to contact me at anytime

**My goal is your success so please let me know if I can
assist in any way!**

Russ Meade

**I WILL WORK HARD TO MAKE OUR CLASSES THE BEST THAT YOU
HAVE EVER TAKEN!**

Office Hours: MY OFFICE IS ALWAYS OPEN!



" It is the supreme art of the teacher **to awaken joy in creative expression and
knowledge.**"

" I have no special talents, I am just **passionately curious!**" Albert Einstein

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