

**OSTIM TECHNICAL UNIVERSITY
FACULTY OF ECONOMICS AND ADMINISTRATIVE SCIENCES
DEPARTMENT OF BUSINESS ADMINISTRATION
COURSE SYLLABUS**

BUS 201 Management and Organization							
Course Name	Course Code	Period	Hours	Application	Laboratory	Credit	ECT S
Business and Professional Ethics	BUS 202	4	3	0	0	3	3

Language of Instruction	English
Course Status	Compulsory
Course Level	Bachelor
Learning and Teaching Techniques of the Course	Lecture, Question-Answer, Problem Solving Teamwork, Report Writing

Course Objective
<p>The aim of this course is to help students understand and participate in effective ethical decision making in organizations. This course approach business ethics from an applied perspective, focusing on conceptual frameworks, risks, issues, and dilemmas that will be faced in the real world of business. Students will be prepared for the challenges they will face in understanding how organizational ethical decision-making works. During the course how ethical decisions in an organization involve collaboration in groups, teams, and discussions with peers will be described. Many decisions fall into gray areas where the right decision may not be clear and require the use of organizational resources and the advice of others. This course approach helps prepare students to understand and address ethical dilemmas in their careers. One approach to business ethics education is to include only a theoretical foundation related to ethical reasoning. The methodology for the course is to provide a balanced approach that includes the concepts of ethical reasoning as well as the organizational environment that influences ethical decision making.</p>

Learning Outcomes
<p>The students who become successful in this course will be able;</p> <ul style="list-style-type: none"> · to explore conceptualizations of business ethics from an organizational perspective and evaluate business responses to sustainability. · to explore the relationship between stakeholder orientation and social responsibility and the role of corporate governance in structuring ethics and social responsibility in business · to provide an overview of regulatory efforts that provide incentives for ethical behavior. · to provide a comprehensive model for ethical decision making in business · to assess the role of multinational corporations in business ethics

Course Outline
<p>The course starts with an Overview of Business Ethics which includes three chapters that help provide a broader context for the study of business ethics. “Ethical Issues and the Institutionalization of Business Ethics,” consists of two chapters that provide the background that students need to identify ethical issues and understand how society, through the legal system. “The Decision-Making Process” consists of three chapters, which provide a framework to identify, analyze, and understand how businesspeople make ethical decisions and deal with ethical issues. “Implementing Business Ethics in a Global Economy,” looks at specific measures that companies can take to build an effective ethics program as well as how these programs may be affected by</p>

global issues, leadership, and technology issues.

Weekly Topics and Related Preparation Studies		
Weeks	Topics	Preparation Studies
1-2	<p>The Importance of Business Ethics</p> <p>Case 1 From the Outside In: Corporate Social Responsibility at Patagonia</p>	<ul style="list-style-type: none"> –Business Ethics Defined –Why Study Business Ethics? –The Development of Business Ethics –Developing Organizational and Global Ethical Cultures –The Benefits of Business Ethics
3-4	<p>Stakeholder Relationships, Social Responsibility, and Corporate Governance</p> <p>Case 2 Tesla Accelerates the Transition to Sustainable Energy</p> <p>Case 3 An Apple a Day: Ethics at Apple I</p>	<ul style="list-style-type: none"> –Stakeholders Define Ethical Issues in Business –Social Responsibility and Business Ethics –Issues in Social Responsibility –Social Responsibility and the Importance of a Stakeholder Orientation 37 –Corporate Governance Provides Formalized Responsibility to Stakeholders –Contributions of a Stakeholder Perspective
5	<p>Sustainability: Social and Ethical Dimensions</p> <p>Case 4 TOMS Reinvents the One for One Movement</p> <p>Case 5 CVS Smokes the Competition in Corporate Social Responsi</p>	<ul style="list-style-type: none"> – Defining Sustainability – How Sustainability Relates to Ethical Decision Making and Social Responsibility – Global Environmental Issues 58 – Environmental Legislation – Alternative Energy Sources – Business Response to Sustainability Issues – Strategic Implementation of Environmental Responsibility
6	<p>The Institutionalization of Business Ethics</p> <p>Case 6 Bayer Rounds Up Monsanto</p> <p>Case 7 Uber Collides with Controversy</p>	<ul style="list-style-type: none"> – Managing Ethical Risk Through Mandated, Core, and Voluntary Practices – Mandated Requirements for Legal Compliance – The Sarbanes–Oxley (SOX) Act – Dodd–Frank Wall Street Reform and Consumer Protection Act – Federal Sentencing Guidelines for Organizations – Core or Best Practices – The Importance of Institutionalization in Business Ethics

7	<p>Emerging Business Ethics Issues</p> <p>Case 8 Herbalife Nutrition Achieves Success by Managing Risks</p> <p>Case 9 Home Depot Works on Stakeh</p>	<ul style="list-style-type: none"> – Recognizing an Ethical Issue (Ethical Awareness) – Foundational Values for Identifying Ethical Issues – Emerging Ethical Issues and Dilemmas in Business – The Challenge of Determining an Ethical Issue in Business
8	MIDTERM EXAM	
9	<p>Ethical Decision Making</p> <p>Case 11 Google's Search for Solutions to Privacy Issues</p> <p>Case 12 Big-Box Retailer Walmart Makes Big Moves in Social Responsi</p>	<ul style="list-style-type: none"> – A Framework for Ethical Decision Making in Business – Using the Ethical Decision-Making Model to Improve – Ethical Decisions – Normative Considerations in Ethical Decision Making – Understanding Ethical Decision Making
10	<p>Individual Factors: Moral Philosophies and Values</p> <p>Case 13 Volkswagen Cleans Up Reputation After Emissions Scandal</p> <p>Case 14 Zappos Finds the Perfect Fit</p>	<ul style="list-style-type: none"> – Moral Philosophy Defined – Moral Philosophies – Applying Moral Philosophy to Ethical Decision Making – Cognitive Moral Development and Limitations – White-Collar Crime – Individual Factors in Business Ethics
11	<p>Organizational Factors: The Role of Ethical Culture and Relationships</p> <p>Case 15 Starbucks Serves Up Its Social Responsibility Blend</p> <p>Case 16 The Hershey Company's Bittersweet Success</p>	<ul style="list-style-type: none"> – Defining Corporate Culture – The Role of Corporate Culture in Ethical Decision Making – Organizational Structure – Group Dimensions of Corporate Structure and Culture – Variation in Employee Conduct
12	<p>Developing and Implementing an Effective Ethics Program</p> <p>Case 17 Wells Fargo Banks on Recovery</p> <p>Case 18 Whole Foods Market Refreshes Its Commitment to Stakeholders</p>	<ul style="list-style-type: none"> – The Responsibility of the Corporation to Stakeholders – The Need For Organizational Ethics Programs – An Effective Ethics Program – Codes of Conduct – Ethics Officers – Ethics Training and Communication – The Ethics Audit
13	<p>Global Business Ethics Issues</p> <p>Case 19 The NCAA Enforces Penalties in College Athletics</p>	<ul style="list-style-type: none"> – Global Culture, Values, and Practices 237 – Economic Foundations of Business Ethics 240

		<ul style="list-style-type: none"> – Multinational Corporations 245 – Global Organizations to Support Responsible Business – Global Ethics Issues – The Importance of Ethical Decision Making in Global Business
14	<p>Ethical Leadership</p> <p>Case 20</p> <p>Enron: Not Accounting for the Future</p>	<ul style="list-style-type: none"> – Defining Ethical Leadership – Requirements for Ethical Leadership – Benefits of Ethical Leadership – Ethical Leadership and Organizational Culture – Managing Ethical Business Conflicts – Ethical Crisis Management and Recovery – Ethical Leaders Empower Employees – Ethical Leadership Communication – Leader–Follower Relationships – Leadership Styles and Ethical Decisions – The RADAR Model
15	Technology: Ethics and Social Responsibility Issues	<ul style="list-style-type: none"> – Defining Technology – Ethics Issues in Technology – Managing Ethics Issues in Technology – The Future of Technology Ethics
16	FINAL EXAM	

Textbook(s)/References/Materials:	
<p>Textbook: Ferrell, O. C., & Fraedrich, J. (2021). Business ethics: Ethical decision making and cases. Cengage learning.</p>	
<p>Supplementary References:</p> <ul style="list-style-type: none"> • Hartman, L., & Desjardins, J. (2006). Business Ethics Decision Making For Personal Integrity & Social Responsibility, Penerjemah Danti Pujiarti. Jakarta: Erlangga. Management, 3rd Edition, Pearson. • Newton, L. (2013). <i>Business ethics in the social context: law, profits, and the evolving moral practice of business</i>. Springer Science & Business Media. • Cannon, T. (2012). <i>Corporate responsibility: governance, compliance and ethics in a sustainable environment</i>. Pearson Higher Ed. • Quinn, M. J. (2009). <i>Ethics for the information age</i> (pp. 137-138). Boston: Pearson Education. • Marcus, A. A., & Hargrave, T. J. (2019). <i>Managing business ethics: Making ethical decisions</i>. Sage Publications. • Trevino, L. K., & Nelson, K. A. (2021). <i>Managing business ethics: Straight talk about how to do it right</i>. John Wiley & Sons. 	
Other Materials:-	

Assessment		
Studies	Number	Contribution margin (%)
Attendance		
Lab		
Classroom and application performance grade		
Field Study		
Course-Specific Internship (if any)		
Quizzes / Studio / Critical		
Homework	2	10
Presentation	2	10
Projects		
Report		
Seminar		
Midterm Exam/Midterm Jury	1	30
General Exam / Final Jury	1	50
Total		100
Success Grade Contribution of Semester Studies		50
Success Grade Contribution of End of Term		50
Total		100

ECTS / Workload Table			
Activities	Number	Duration (Hours)	Total Workload
Course hours (Including the exam week): 16 x total course hours)	16	3	48
Laboratory			
Application			
Course-Specific Internship (if any)			
Field Study			
Study Time Out of Class	16	1	16
Presentation / Seminar Preparation	2	4	18
Projects			
Reports			
Homework	2	5	10
Quizzes / Studio Review			
Preparation Time for Midterm Exams / Midterm Jury	1	10	10
Preparation Period for the Final Exam / General Jury	1	10	10
Total Workload	(102/30 = 3.41)		102

Course' Contribution Level to Learning Outcomes						
Nu	Learning Outcomes	Contribution Level				
		1	2	3	4	5
LO1	to explore conceptualizations of business ethics from an organizational perspective and evaluate business responses to sustainability.					X
LO2	to explore the relationship between stakeholder orientation and social responsibility and the role of corporate governance in structuring ethics and social responsibility in business					X
LO3	to provide an overview of regulatory efforts that provide incentives for ethical behavior.					X
LO4	to provide a comprehensive model for ethical decision making in business					X
LO5	to assess the role of multinational corporations in business ethics					X

Relationship Between Course Learning Outcomes and Program Competencies (Department of Economics)							
Nu	Program Competencies	Learning Outcomes					Total Effect (1-5)
		LO1	LO2	LO3	LO4	LO5	
1	Know the basic concepts and practical information about the science of business administration and core business activities	x	X	X			3
2	Evaluate global and local issues by using ideas and concepts from the field of business administration; examine and analyze management related information and applications in line with scientific principles by using appropriate qualitative and quantitative methods; interpret and synthesise the data and find solutions to business related problems	x	x	x		X	4
3	Take responsibility as a member of an interdisciplinary team to solve unpredictable and complex business problems; be able to work effectively in teams of various functions and disciplines; effectively carry out project activities		x			x	2
4	Carry out independent studies in the field by utilizing obtained knowledge and skills				x	X	2
5	Set goals and objectives for the institution he/she works at; detect and solve basic problems; analyze the internal and external environment of the business; evaluate the developments, support continuous improvement and provide innovative strategies	x		x	x		3
6	Acquire the skill to manage activities aimed at the improvement of the employees as a leader, make decisions and implement them		X	X	x	x	4

7	Acquire the entrepreneurship skill; design and manage a business; promote innovativeness and sustainability		X		X		2
8	Maintain life-long learning activities; achieve self-improvement; follow higher level educational programs		x				1
9	Inform stakeholders with a sense of social responsibility as an individual with effective communication skills; share his/her emotions, thoughts and solutions to problems verbally and in writing; understand the behaviors and psychology of his/her colleagues		x	x		x	3
10	Use the information and communication technologies and computer software required by the field				x		3
11	Effectively use English to follow, read, write and speak about the universal information in the field of business and management sciences and be able to communicate with colleagues in a foreign language with professional proficiency		x			x	3
12	Act according to the law in all his/her affairs; have a sense of professional and ethical responsibility and code of business conduct and act in line with social values	x				x	2
13	Be aware of the contemporary business problems as well as the interdisciplinary scope of business administration and analyze these; have the competence to understand the effects of business and management sciences on these problems on a universal, environmental, legal, social and societal level and in terms of health, security and globalization		X		X	X	3
14	Give research proposals, be able to design research studies, prepare and present research reports					X	1
15	Manage work time and personal time; fulfil the requirements of his/her duties on time	X	X				2
16	Have the competence to work in non-governmental organizations, private sector and public		X	X		x	3
Total Effect							41

Policies and Procedures
Web page: https://www.ostimteknik.edu.tr/business-administration-1240/907
<p>Exams: The exam aims at assessing two dimensions of learning: knowledge of concepts and theories , and the ability to apply this knowledge to a real context and to present effectively to the audience.</p> <p>To verify the first aspect, there is a written exam with open-ended questions and multiple choice text questions on the slides delivered by the teacher. To verify the second aspect, the exam involves the preparation and the presentation of a group work during the course.</p> <p>The overall rating is the arithmetic mean of the results of the two audits.</p>
<p>Assignments : The assignments should be prepared in an article format. In this format the chapters will be like that: 1- Abstract 2- Introduction 3- Research Background and Literature review 4- Discussions and Implications 5- Conclusion. Scientific Research Ethic Rules are very important while you are preparing assignments. Every student should be careful about citing and references. No permission for applying "cut-copy-paste" behavior in your assignments . Read the literature which is about the topic than define it with your own sentences and cite it after you write your own sentences. You know that plagiarism is really an inexcusable scientific crime.</p>
<p>Missed exams: If any student miss any exam the student needs to bring official report to be able to have a second chance for make-up exam. No other excuse will be admitted .</p>
<p>Projects: The project studies should be performed with group studies. The teams/groups can be composed of three or four. The group leader should describe the works for each member. The groups will study their projects out of class hours. It will not be permitted for any project to be achieved with the support of others except from the project team.</p>
<p>Attendance: Each student should attend 70% of the class during the active term. If any student doesn't attend more tha determined rate he/she will be insufficient and will not have pass mark from the course/class.</p>
<p>Objections: If the student observes a material error in his/her grade, he/she has the right to place an objection to the Faculty or the Department. The claim is examined and the student is notified about its outcome.</p>