

Syllabus
Leadership and Ethics V412, Section 13504
Spring 2017
Jill Long Thompson, Ph.D.

Administrative Information

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Office Hours: T,R 2:30-3:30 and by appointment
Class Meetings: T,R 11:15-12:30 GA0001

*This is the number for the Kelley School Business Law and Ethics Department. It is generally easier and more convenient to communicate via e-mail.

Course Materials

Textbook: *The Ethics Primer for Public Administrators in Government and Nonprofit Organizations, Second Edition*, James H. Svara, Jones and Bartlett Learning 2015

V412 Course Packet: *Who Speaks for Us?* By Jan Stivers and James Kent, Electronic Hallway; *Granite City Building Inspectors (A)* by Jon Brock, 1996, Electronic Hallway

Course Goals

The goals of this course are to:

1. Create ethical awareness;
2. Develop a broad understanding of the philosophy of ethics;
3. Become broadly familiar with not-for-profit and government codes of ethics;
4. Provide the opportunity for the student to begin the process of developing an individual code of professional ethical behavior.

SPEA Strategic Plan and This Course

The SPEA Strategic Plan recognizes that public affairs is a broad term that “reflects the many roles that SPEA graduates assume in multiple sectors of the economy throughout the world. ... SPEA in 2015 will have a professional Curriculum at the undergraduate and graduate levels that emphasizes the key skills that are common to all sectors (e.g., leadership, advocacy, economic and quantitative reasoning, cost/financial accounting, budgeting, negotiation and conflict resolution, ethics, and human resources/performance assessment).”

This course will, of course, focus on the role that Ethics plays in governmental, not-for-profit, and for-profit organizations. It will include topics that emphasize the public responsibilities of private-sector, as well as governmental organizations.

Policies

1. Video cameras may be used to monitor the room during student assessment activities, including, but not limited to, exams. Video recordings may be used to investigate or support disciplinary action. All access to and use of video equipment and recordings will follow applicable Indiana University policies.
2. This class will follow Indiana University and SPEA policies concerning academic integrity. This course provides the opportunity to make moral courage a habit that will serve the individual well for the rest of her/his career and life.

Assignments and Grading

Attendance/In-Class Participation	10%
Exam 1	20%
Exam 2	20%
Group Project/Paper	25%
Final Exam	<u>25%</u>
	100%

Assignments

Exam 1 and the Final Exam are of the multiple choice/true-false format, and are individual assignments.

Exam 2 is an individual assignment and is a case analysis. The student will read the case prior to the designated class period, and write the analysis during class time. It is permissible to discuss the case with fellow classmates **prior** to writing the analysis in class. It is also permissible to bring **one's own** notes on the case into the exam. Further guidance will be provided in the classroom, in advance of the dates of the assignments.

The Group Project will be completed by self-designated groups of 3 or 4 students.

Attendance/In-Class Participation will be based primarily on attendance. Regular participation in class discussions, however, can raise one's grade in this area. It is acceptable to miss 1-3 classes in a 3-credit course. To earn a perfect score of 100, a student must attend every class, or have pre-arranged excused absences. A grade of 95 will be given to students who miss 1-3 classes, excluding excused absences. For every additional unexcused absence, the grade will be lowered 5 points. Students are personally responsible for signing the attendance sheet and will be counted absent if they have not done so. If a student "signs in" for an absent student, and it is discovered, this will be considered cheating and there will be official consequences.

Course Schedule

Tuesday, 1-10	Introduction to Course
Part I – The Value of Ethics to the Public, to the Stakeholders, and to the Individual	
Thursday, 1-12	The Setting for Administrative Ethics Reading Assignment: Chapter 1 In-Class Exercise
Tuesday, 1-17	Presentation on SPEA Programs Abroad Philosophy of Ethics Reading Assignment: Chapter 4
Thursday, 1-19	Philosophy of Ethics Reading Assignment: Chapter 4
Tuesday, 1-24	Labor Day – No Class
Thursday, 1-26	Theories of Moral Development Reading Assignment: Chapter 4
Tuesday, 1-31	Administrative Ethics Reading Assignment: Chapter 2
Thursday, 2-2	Administrative Ethics Reading Assignment: Chapter 2
Tuesday, 2-7	Responsibilities of Public Administrators Reading Assignment: Chapter 3
Thursday, 2-9	Responsibilities of Public Administrators Reading Assignment: Chapter 3
Tuesday, 2-14	Responsibilities of Public Administrators Reading Assignment: Chapter 3
Thursday, 2-16	Exam 1
Part 2 – Professional Codes of Ethics and Real-Life Challenges of the Workplace	
Tuesday, 2-21	Professional Codes of Ethics Reading Assignment: Chapter 5

Thursday, 2-23	Professional Codes of Ethics Reading Assignment: Chapter 5
Tuesday, 2-28	Professional Codes of Ethics Reading Assignment: Chapter 5
Thursday, 3-2	Challenges to Ethical Behavior in the Organization Reading Assignment: Chapter 6
Tuesday, 3-7	Challenges to Ethical Behavior in the Organization Reading Assignment: Chapter 6
Thursday, 3-9	Challenges to Ethical Behavior in the Organization Reading Assignment: Chapter 6
Tuesday, 3-14	Spring Break – No Class
Thursday, 3-16	Spring Break – No Class
Tuesday, 3-21	Challenges to Ethical Behavior in the Organization Reading Assignment: Chapter 7
Thursday, 3-23	Applying Hosmer's Six-Step Process
Tuesday, 3-28	Ethical Analysis and Problem Solving Reading Assignment: Chapter 7
Thursday, 3-30	Ethical Analysis and Problem Solving Reading Assignment: Chapter 7
Tuesday, 4-4	Responsible Whistleblowing Reading Assignment: Chapter 8
Thursday, 4-6	Exam 2 – In- Class Case Analysis
Part 3 – Leading and Supporting the Organization Toward a Higher Ethical Standard	
Tuesday, 4-11	Elevating Ethical Behavior in the Organization Reading Assignment: Chapter 9
Thursday, 4-13	In-Class Work Time for Group Project
Tuesday, 4-18	Elevating Ethical Behavior in the Organization Reading Assignment: Chapter 9

Thursday, 4-20

Elevating Ethical Behavior in the Organization
Reading Assignment: Chapter 9
Group Project Due

Tuesday, 4-25

External Measures to Promote Ethics
Reading Assignment: Chapter 10

Thursday, 4-27

Review of Course

Thursday, May 4

Final Exam 10:15 a.m.-12:15 p.m