



# Curriculum Proposal

Please type or select the requested information. Print completed forms, add appropriate paper attachments, and route through MSU's curricular process for recommendations and decisions.

		(Check all that apply):		Proposal #	156
College:	Business	<input checked="" type="checkbox"/>	Undergraduate	Effective Date of Change:	
Department:	Management	<input type="checkbox"/>	Graduate	Academic Year	05-06
Program:			CIP #	(For Office Use Only)	
Type of Change	COURSE PROPOSALS			Course Designator and Number	Number of Credits
Proposed:	New Course				
Title Current:					
Title Proposed:	Business Ethics Fundamentals			MGMT 305	1
24-Char. Abbrev:	Bsns Ethics Fund			(if applicable)	

Include a course or program description for the Bulletin (30-40 words maximum for courses, 100 for programs):

Students will learn how to identify ethical issues in business, to analyze ethical issues using moral principles, and to make recommendations to resolve the issue. Students are strongly encouraged to register for this class the semester following admission to a major in the College of Business.

Rationale or Justification for change:

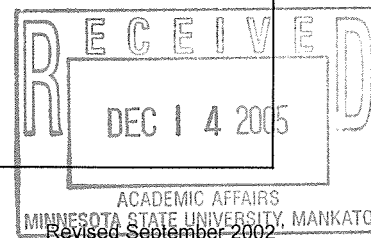
This course will provide College of Business students with a basic "tool-kit" for identifying and evaluating ethical issues.

**\*\*\*For General Education or Cultural Diversity Courses Only\*\*\***

<b>General Education Course:</b>		<b>Cultural Diversity Course:</b> (Please check one.) <input type="checkbox"/> Core (At least 75% devoted to topics of race, gender, sexual orientation, age, class, and disabilities as they occur in United States Society.) <input type="checkbox"/> Related (At least 25% devoted to the above topics or to a global perspective on topics related to African American, Asian, Hispanic, and Native American inhabitants of the United States.)
GE Category #	GE Category Name (Maximum of 3 Categories)	
	N/A	
	N/A	
	N/A	
<p>? For Writing Intensive Courses, attach a description of the kind and quantity of writing.</p> <p>? For Upper Division Courses, include a description of the respects in which it is broad and general rather than narrow and specific, and so suitable as GE.</p> <p>Attach paper copies of the following:</p> <ol style="list-style-type: none"> <li>Syllabus or course outline.</li> <li>Course's student learning outcomes associated with each GE competency or CD designation.</li> <li>List of strategies to be used to assess students' achievement of each GE competency or CD designation.</li> </ol>		

**\*\*\*For New Courses\*\*\***

(Check all that apply:)		Instructional Type:	Lecture	Course will be offered:
<input type="checkbox"/>	Course is an elective.	Grading Format:	<input type="checkbox"/> Grade <input type="checkbox"/> P/N	<input type="checkbox"/> Fall Semester
<input checked="" type="checkbox"/>	Course is required for program		All major programs in the College of Business	<input type="checkbox"/> Spring Semester
<input checked="" type="checkbox"/>	Pre- or Co-requisites:		Admission to a COB major	<input type="checkbox"/> Summer Session
<input type="checkbox"/>	Other courses are being changed or eliminated. (Explain.)			
<input checked="" type="checkbox"/>	Course content or title is similar to courses in other departments. (Attach copy of letter of agreement with other program(s) contacted. Indicate the nature of the discussions and/or resolution of differences or potential conflicts.)			
Attach paper copies of the following:				
<ol style="list-style-type: none"> <li>Syllabus or course outline.</li> <li>Course's student learning outcomes.</li> <li>A list of resources required to offer and support this course.</li> <li>A description of how teaching this course will affect department staffing.</li> <li>If 400/500 level course, an explanation of added expectations of graduate students.</li> </ol>				





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**\*\*\*For Program Proposals\*\*\***

Attach paper copies of the following:

- a. Student learning outcomes for the program.
- b. Minutes from department and college curriculum meetings in which action was taken on this proposal.
- c. Program Assessment Plan. Forms are available on the Academic Affairs Web site:  
[http://www.mnsu.edu/acadaf/words/PRA\\_SampSLOAssessPlan.doc](http://www.mnsu.edu/acadaf/words/PRA_SampSLOAssessPlan.doc)
- d. List of program requirements for **New** programs, or a list of **Current** and **Proposed** program requirements for **Redesigned** programs.
- e. A list of resources required to offer and support this program.
- f. A description of how offering this program will affect department staffing.
- g. A list of additional library holdings required for this program.

Please include rationale for any proposed changes in number of program credits:

**\*\*\*For Programs Requiring MnSCU Approval\*\*\***

If any of the following changes are proposed, please fill out and attach MnSCU Program Approval Forms, which are available on the Academic Affairs Web site:

<http://www.mnsu.edu/acadaf/html/currformsprocesses.htm>

1. **Creation** of an entirely new program.
2. **Redesign** of existing programs, which takes any of the following forms:
  - ? Addition or deletion of a program option. Options are part of program design in which 30-50% of the courses are required as part of a common core for all students, and which offers curriculum alternatives greater than 30% of the total number of credits in the major. Options are appropriate to baccalaureate or masters programs.
  - ? Addition or deletion of a program emphasis. Emphases are part of program design in which more than 50% of the courses are required as part of a common core for all students, and which offers curriculum alternatives with a minimum of nine credits. Emphases are appropriate to associate and baccalaureate programs.
  - ? Change in program name.
  - ? Change in program CIP #.
  - ? Change in TOTAL program credits.
  - ? Change in degree award. For example, changing a B.A. to B.S.
  - ? Creation of a new degree award in a related academic area. Examples include creation of a certificate program from an existing degree program, or a new degree program from an existing degree program (e.g., Art History BA from Art BA.)
3. **Relocation** of an existing program. This is a proposal to move an existing program from one site to be exclusively offered at another site, and requires closing the program offered at the original site. For example, a program offered both on-campus and through extended campus is to be offered only at the extended campus site.
4. **Replication** of an existing program. This is a proposal to offer an existing program at a new site, which may be an existing MnSCU-approved site, or another campus of the same institution. Replicated programs are offered at both the original site and the new location.
5. **Suspension** or **reinstatement** of a program. This proposal suspends admission of students into an existing program, and is good for three years. Reinstatement proposals request the reopening of student admissions into a given program.
6. **Closure** of a program. This proposal requests closure of an existing program and its removal from an institution's official inventory of academic programs. Unless a department seeks to re-open a suspended program, it should be closed within three years of suspension.

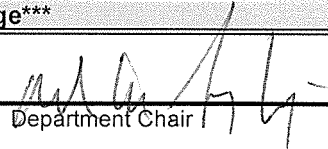


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\*\*\*Signature Page\*\*\*

**Department**

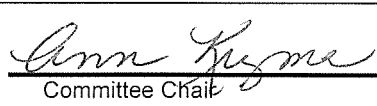
Recommended (Category/ies \_\_\_\_\_)  
 Not Recommended (Category/ies \_\_\_\_\_)

 12/9/05  
 Department Chair Date

Comments:

**College Curriculum Committee**

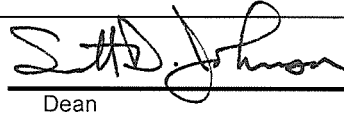
Recommended (Category/ies \_\_\_\_\_)  
 Not Recommended (Category/ies \_\_\_\_\_)

 12-12-05  
 Committee Chair Date

Comments:

**College Dean**

Recommended (Category/ies \_\_\_\_\_)  
 Not Recommended (Category/ies \_\_\_\_\_)

 12-13-05  
 Dean Date

Comments:

**General Education Subcommittee**

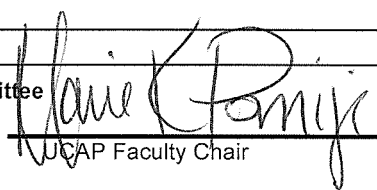
Recommended (Category/ies \_\_\_\_\_)  
 Not Recommended (Category/ies \_\_\_\_\_)

General Education Subcommittee Chair Date

Comments:

**Undergraduate Curriculum and Academic Policy Committee**

Recommended (Category/ies \_\_\_\_\_)  
 Not Recommended (Category/ies \_\_\_\_\_)

 2/14/06  
 UCAP Faculty Chair Date

Comments:

**Faculty Association Graduate Committee**

Recommended  
 Not Recommended

Faculty Association Graduate Chair Date

Comments:

**Graduate Dean**

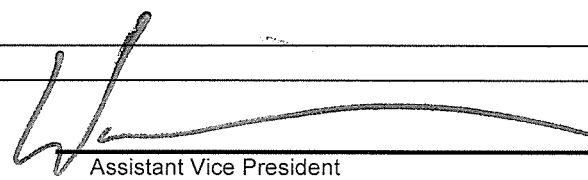
Recommended  
 Not Recommended

Graduate Dean Date

Comments:

**Academic Affairs Council**

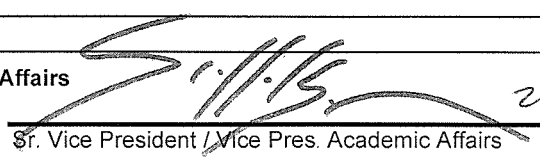
Recommended (Category/ies \_\_\_\_\_)  
 Not Recommended (Category/ies \_\_\_\_\_)

 2/23/06  
 Assistant Vice President Date

Comments:

**Senior Vice President and Vice President for Academic Affairs**

Approved (Category/ies \_\_\_\_\_)  
 Not Approved (Category/ies \_\_\_\_\_)

 2/23/06  
 Sr. Vice President / Vice Pres. Academic Affairs Date

Comments:

## MGMT 305 Business Ethics Fundamentals

- c. No additional resources will be required to offer and support this course.
- d. Course will be taught by current department faculty.

# Syllabus

## Business Ethics Fundamentals

Minnesota State University Mankato  
MGMT 305

Fall and Spring Semesters

1 credit – 5 class sessions – 160 minutes per session

**Professor:** Dr. Paul L. Schumann  
**Office:** 263 Morris Hall  
**Phone:** (507) 389-5349  
**E-Mail:** [paul.schumann@mnsu.edu](mailto:paul.schumann@mnsu.edu)  
**Home Page:** <http://krypton.mnsu.edu/~schumann/www/>  
**Office Hours:** To be determined,  
To be determined,  
To be determined,  
and by appointment.

### Course Description

Students will learn how to identify ethical issues in business, to analyze ethical issues using moral principles, and to make recommendations to resolve the issues.

### Course Learning Objectives

1. Identify the ethical issues in business situations.
2. Identify the stakeholders in the ethical issues and describe the impact of the ethical issues on each stakeholder.
3. Evaluate how to resolve the ethical issues by using five moral principles: utilitarianism, rights, distributive justice, ethics of care, and virtue ethics.
4. Recommend how ethics systems (including Codes of Conduct) can be implemented in organizations to effectively manage ethical issues.
5. Describe how ethical issues can be effectively managed in international contexts.

### Textbook

Author, *Title (Edition Number)*, Location: Publisher, Year.

## Course Requirements

1. **Attendance.** Attendance is required at all class sessions. Attendance is unusually important in this course because there are only 5 class sessions. As a result, apart from documented truly exceptional circumstances, your grade will be penalized as described below if you miss class.
2. **Quizzes.** There are four quizzes. The quizzes are closed book and closed notes. Each quiz is 25 multiple choice questions. Except in documented truly exceptional circumstances, there will not be a makeup quiz should you miss a class in which there is a quiz. Missing a quiz results in a score of 0 on the missed quiz. As described below, a score of 0 on a missed quiz will result in a grade of C or lower.

**Total Possible Quiz Points = 4 quizzes × 25 possible points each = 100**

## Grades

Your quiz grade will be determined by the following grading curve:

- A = 90-100
- B = 80-89
- C = 70-79
- D = 60-69
- F = 0-59

Your grade in the class will be determined by adjusting your quiz grade by the number of class sessions that you missed (penalties are *in addition* to any missed quizzes that result in quiz scores of 0):

- Miss 0 class sessions = No penalty
- Miss 1 class session = One letter grade additional penalty (A→B, B→C, etc.)
- Miss 2 class sessions = Two letter grade additional penalty (A→C, B→D, etc.)
- Miss 3 class sessions = Three letter grade additional penalty (A→D, B→F, etc.)
- Miss 4-5 class sessions = Four letter grade additional penalty (A→F, B→F, etc.)

## Additional Policies

In accordance with the policies of Minnesota State University Mankato, reasonable attempts will be made to accommodate qualified students with disabilities. If you are a student with a documented disability, please see me as early in the semester as possible to discuss the reasonable accommodations, and contact the Disability Services Office.

I may need to make changes and adjustments because of unforeseen or uncontrollable events, such as classes being canceled due to the weather. In such cases, I will try to post news and updates on the class website.

You are responsible for knowing the contents of this syllabus as well as all announcements made in class or on the class website. I reserve the right to make changes and adjustments of any kind at any time; this includes adding additional graded activities.

## **Honor Code & Classroom Etiquette**

- ❖ Be ethical in all your work.
- ❖ Show respect for me, for your fellow students, and for yourself.
- ❖ Display professional behavior at all times.
- ❖ Use professional language.
- ❖ Attend all classes on time.
- ❖ Complete all class activities on time.
- ❖ Make appropriate contributions to class discussions while not seeking to dominate or control the class.
- ❖ Eliminate all distractions during class, including distractions because of cell phones; devices (including ones with or without earphones or ear-buds) that play music, videos, or games; use of laptop computers for anything other than class-related purposes; and disruptive side conversations with fellow students.
- ❖ Be respectful of the classroom facilities by discarding all trash, not spilling food or beverages, and not writing on the desks.

## Schedule

Session & Date	Assignments & Activities
1.	<p><i>Reading Assignment (before class):</i></p> <p><i>Classroom Activity #1: What Is Business Ethics?</i></p> <p><i>Classroom Activity #2: Stakeholder Analysis</i></p> <p><i>Classroom Activity #3: Moral Principle #1: Utilitarianism</i></p>
2.	<p><i>Reading Assignment (before class):</i></p> <p><i>Classroom Activity #4: Quiz #1</i></p> <p><i>Classroom Activity #5: Moral Principle #2: Rights</i></p> <p><i>Classroom Activity #6: Moral Principle #3: Distributive Justice</i></p>
3.	<p><i>Reading Assignment (before class):</i></p> <p><i>Classroom Activity #7: Moral Principle #4: Ethics of Care and Moral Principle #5: Virtue Ethics</i></p> <p><i>Classroom Activity #8: Quiz #2</i></p> <p><i>Classroom Activity #9: Making Moral Judgments by Integrating the Five Moral Principles</i></p>
4.	<p><i>Reading Assignment (before class):</i></p> <p><i>Classroom Activity #10: Quiz #3</i></p> <p><i>Classroom Activity #11: Ethics Systems in Business (Corporate Social Responsibility, Codes of Conduct, &amp; Ethics Programs)</i></p> <p><i>Classroom Activity #12: Ethics Issues in International Business</i></p>
5.	<p><i>Reading Assignment (before class):</i></p> <p><i>Classroom Activity #13: Examples and Applications</i></p> <p><i>Classroom Activity #14: Quiz #4</i></p> <p><i>Classroom Activity #15: Course Evaluation</i></p>

## **Assessment**

Student achievement of the MGMT 305 course learning objectives will be assessed through the use of quizzes. Each quiz will consist of objective questions. The questions on the quizzes will be related to the course learning objectives. Thus, student performance on the quizzes will allow an assessment of the degree to which students have achieved the learning objectives of the course. Furthermore, since each question will be related to a learning objective, examining student performance on sets of questions that relate to a specific learning objective can be used to determine the extent to which students have achieved each learning objective. In this way, the degree to which students have achieved each of the course learning objectives can be assessed.

## **Rolfes, Mary Swanson**

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**From:** Liebendorfer, Richard  
**Sent:** Wednesday, November 30, 2005 3:26 PM  
**To:** Rolfes, Mary Swanson  
**Subject:** ethics proposal

Mary,

The Philosophy Department has no objections to the proposal that 1 unit of Business Ethics be taught to College of Business students by College of Business faculty.

--Dick

Richard Liebendorfer  
Associate Professor and Chair  
Philosophy Department  
Minnesota State University- Mankato  
Mankato, MN 56001  
phone: (507)389-2012  
fax: (507) 389-5887  
email: richard.liebendorfer@mnsu.edu

# Department of Management

## Minutes

November 11, 2005

PRESENT: Q. Booker; D. Shin; B. Roychoudhury; K. Hinrichs; H. Miller; K. Dale;  
B. Flannery; C. Pragman; M. Fox; T. Scott; P. Schumann; J. Kaliski;  
J. Kalinowski; S. Kim

- 1) Curriculum: A proposal was made by K. Hinrichs, seconded by C. Pragman to drop MGMT 455: Dynamics of Negotiation, from the list of electives wherever printed and that MGMT 455 would remain in the catalog for General Management and HR majors and minors. Motion carried. Also the department would consider adding BLAW 477: Conflicts and Negotiation Resolution to our electives at a later time.

A proposal has been made by B. Flannery, seconded by J. Kaliski to drop MGMT 346 from the electives list for Management minors. Motion carried.

- 2) Assessment: K. Dale will do the assessment for Compensation Management while M. Smayling is on sabbatical during spring semester. K. Hinrichs will be doing the MGMT 480 assessments. S. Kim will do the MIS 459 assessments this semester.

- 3) Ethics: P. Schumann passed out information on teaching ethics. A proposal was made, and seconded by the department, to forward a curriculum proposal to establish a one credit MGMT 305 class dealing with professional business ethics.

- 4) Entrepreneurship: B. Flannery presented a model for entrepreneurship education for department discussion. She asked for any department faculty that was interested to contact her.

- 5) Summer Money: M. Smayling updated the faculty on advisable usage of summer money funds. This money is to "enhance teaching and/or research i.e. meetings, software and travel.

- 6) Other: Save the date of January 20, 2006 for a department "Back to School" party (more info to follow).

D. Shin moved that the meeting be adjourned, H. Miller seconded. Motion carried.

College of Business  
Curriculum Committee

December 12, 2005

Members: Jon Kalinowski, Ann Kuzma, Mary Rolfes, Roger Severns, Dooyoung Shin

The committee voted tentative and final approval to the following proposals:

1. Proposal from Management Department to add a new course MGMT 305 (Business Ethics Fundamentals) ✓
2. Proposal to add MGMT 305 (Business Ethics Fundamentals) to the requirements for all majors in the College of Business.
3. Proposal for GPA entrance requirement for admission to majors in the College of Business be raised to 2.7
4. Proposal from Accounting Department to withdraw ACCT 110 (Accounting for Non-Business Majors)
5. Proposal from Management Department to drop MGMT 455 (Dynamics of Negotiation) from list of electives
6. Proposal from Management Department to drop MGMT 346 (Production and Operations Management) and MGMT 455 (Dynamics of Negotiation) from the list of elective courses in the Management minor

Recorded by,

Ann Kuzma