



COURSE OUTLINE : BUSAD 112
D Credit – Degree Applicable
COURSE ID 005260
Cyclical Review: May 2021

COURSE DISCIPLINE : BUSAD
COURSE NUMBER : 112
COURSE TITLE (FULL) : Applied Workplace Ethics
COURSE TITLE (SHORT) : Applied Workplace Ethics
ACADEMIC SENATE DISCIPLINE: Business

CATALOG DESCRIPTION

BUSAD 112 covers contemporary and controversial ethical issues facing the business world today. Real-world scenarios and situations are discussed to aid students in developing their own ethical decision-making framework for the responsibilities and obligations that members of the workforce face as it pertains to the insurance world.

Total Lecture Units:1.00

Total Laboratory Units: 0.00

Total Course Units: 1.00

Total Lecture Hours:18.00

Total Laboratory Hours: 0.00

Total Laboratory Hours To Be Arranged: 0.00

Total Contact Hours: 18.00

Total Out-of-Class Hours: 36.00

Prerequisite: None.

ENTRY STANDARDS

	Subject	Number	Title	Description	Include
1				N/A	No



EXIT STANDARDS

- 1 Define ethics in a specific business context with responsibilities of corporations and individual business personnel;
- 2 prepare for ethical dilemmas;
- 3 develop and enhance skills of critical reasoning;
- 4 identify codes of conduct specific to the industry;
- 5 formulate a practical framework for ethical decision making;
- 6 describe a personal code of business ethics.

STUDENT LEARNING OUTCOMES

- 1 explain and apply the concept of agency and the obligation of agents
- 2 describe and apply the legal framework of insurance organizations
- 3 describe the responsibilities and ethical obligations of an insurance professional

COURSE CONTENT WITH INSTRUCTIONAL HOURS

	Description	Lecture	Lab	Total Hours
1	Introduction to Business Ethics <ul style="list-style-type: none"> • Defining business ethics • Types of ethical dilemmas and how to avoid them • Resolving ethical dilemmas/decision making framework • Business ethics and the role of the corporation • History of ethics in America 	5	0	5
2	Ethical Issues in Daily Business Operations <ul style="list-style-type: none"> • Individual rights and the business organization • Employee screening/privacy • Sexual harassment • Whistle-blowing • Employee rights • Diversity, equal employment, affirmative action 	4	0	4



COURSE OUTLINE : BUSAD 112

D Credit – Degree Applicable

COURSE ID 005260

Cyclical Review: May 2021

3	<p>Ethics in the Corporate Context</p> <ul style="list-style-type: none"> • Financial reporting • Marketing/advertising techniques • Workplace health and safety • Environmental Issues • Product Safety 	5	0	5
4	<p>Establishing a Code of Ethics</p> <ul style="list-style-type: none"> • New images of ethics and organizations • Communicating ethical standards • Success stories 	4	0	4
				18

OUT OF CLASS ASSIGNMENTS

- 1 Oral and written assignments (e.g. presentation preparation, paper on ethics)
- 2 Readings, self-assessments, group assignments, debates, and case studies that are focused on one or two specific business industries
- 3 Case studies (e.g. Enron and Martha Stewart).

METHODS OF EVALUATION

- 1 Midterm examination.
- 2 Final examination

METHODS OF INSTRUCTION

- Lecture
- Laboratory
- Studio
- Discussion
- Multimedia
- Tutorial
- Independent Study
- Collaboratory Learning
- Demonstration



COURSE OUTLINE : BUSAD 112

D Credit – Degree Applicable

COURSE ID 005260

Cyclical Review: May 2021

Field Activities (Trips)

Guest Speakers

Presentations

TEXTBOOKS

Title	Type	Publisher	Edition	Medium	Author	ISBN	Date
Business Ethics	Required	McGraw-Hill	5	print	Ghillyer, W	978125953 5437 978125992 1681 125953543 6 125992168 9	2018
Ethics and the Insurance Agent	Supplemental	www.kruise.com available on-line 1-800-517-7500		www.kruise.com available on -line 1-800- 517-7500	Kruise, Sandi		