

## MGT 16: Personal Ethics at Work

Undergraduate Course, Spring 2021

**INSTRUCTOR: Harold Buchanan**

**CLASS TIME AND LOCATION: Zoom meeting: Section C: 9:30 AM [XXXX Registration XXXX](#)**

NOTE: Only authenticated users can join the class so be sure to sign in to Zoom using your UCSD email address in advance.

EMAIL: [hbuchanan@ucsd.edu](mailto:hbuchanan@ucsd.edu)

OFFICE HOURS: during class weeks 1 to 10

**Monday from 1:00 PM to 1:45 PM and**

**Wednesday from 1:00 PM to 1:45 PM.**

Zoom Meeting: <https://ucsd.zoom.us/j/91015284110>

TEACHING ASSISTANT

**Karen Thai: [k2thai@ucsd.edu](mailto:k2thai@ucsd.edu)**

Office Hours: during class weeks 1 to 10

**Monday from 11:00 AM to 12:00 PM**

**Wednesday from 11:00 AM to 12:00 PM**

Zoom Meeting <https://ucsd.zoom.us/j/581089594>

*Note: This syllabus provides pertinent information about class policies and expectations. You are responsible for reading it, understanding it and following it. It may be updated and revised at a later date. Please check Canvas for latest version.*

### COURSE DESCRIPTION

Most of us probably believe we have a good understanding of ethics, but do we really? It is easy to look up the definition of ethics, but does that make it personal? Until we form a good working definition of ethics that we understand and develop a workable road map to apply that definition in our lives, ethics will remain a word on a page, theoretical and ephemeral. Beyond that, how does a company set its own ethics and how does our own personal ethical standard relate to that company, whether we are an employee, an investor or a consumer?

In this course, you will develop or refine your personal definition of ethics that is useful and practical. You will learn to use several ethical decision-making models that will enable you to identify and evaluate ethical issues and make informed, quality decisions about how to address them. Once you are comfortable with the personal side of the ethics equation, you will learn about company codes of conduct and ethics and how they fit into a company's ethics program. Finally, you will practice applying your framework models in real world situations.

In parallel, we will study why people are dishonest and how we can identify and avoid pitfalls and bad choices.

### COURSE OBJECTIVES

1. Develop a useful and practical definition of ethics
2. Learn and understand Ethical decision-making models
3. Learn how to apply the Ethical decision-making models to real-world situations
4. Understand corporate ethics programs and how the code of conduct and ethics fits into these programs
5. Become familiar with temptations of dishonesty and how good people can make bad choices

### LECTURES ON ZOOM

You must be familiar with operation of Zoom on your PC and be prepared to connect. The lectures will be on Zoom and executed during the scheduled class times. Students are expected to attend the lectures and participate in break out rooms. The lecture will be recorded and available on Canvas within 24 hours of the scheduled lecture for students that miss due to an emergency or are in time zones that preclude attending the lecture.

**NOTE: Only authenticated users can join the class, so be sure to sign in to Zoom using your UCSD email address in advance.**

TAs will be present, monitoring chat for questions and circulating through break out groups. Please ask questions in Chat. From time to time the Professor may ask for responses or questions directly from the class. Use the raise hand functionality in Zoom to respond to these requests.

## QUIZZES

**The quizzes will be offered during the last 15 minutes of the class in which they are scheduled. The content will be any reading, class discussion or assignments since the last quiz. Students are required to leave their video camera on and their audio unmuted to allow for TA monitoring during the quiz. Students outside the US time zones will take the quiz at 11:00 PM PST that evening.**

## TECHNICAL SUPPORT

We are happy to answer questions about course content; but we are as new to Zoom as everyone else and ask that all questions related to technical support, user problems and the Zoom platform be directed to UCSD Student Zoom technical support; email [Zoom@ucsd.edu](mailto:Zoom@ucsd.edu).

## COURSE MATERIALS

### **Lecture Notes**

My lectures are designed to provide content in addition to the reading assigned. It will be critical to your success.

The lecture notes that I am providing are very far from a complete record of what I say in class. By themselves they will be insufficient for keeping up with the course. Rather, the notes will serve as an outline for developing the concepts in each lecture while still requiring active learning (attending lectures, taking notes and asking questions).

Lecture notes and other printed material will be available on Canvas in the Modules. You will need to check Canvas to stay up to date on what material is available for you.

### **Textbook**

The following textbook is required to support the lectures:

*The (Honest) Truth About Dishonesty* by Ariely, 2012, 2013 (ISBN 978-0-06-218361-3) (

The relevant chapters are indicated in the course schedule and the cover of the lecture notes. This textbook will be most useful if used as background reading before class.

### **Canvas:**

The syllabus, lecture slides, announcements, grades, and other materials will be posted on Canvas. Please check it on a daily basis. Also use the drop boxes on Canvas to turn in your assignments. Please be certain you understand how to use those drop boxes before our assignment is due.

**Use email, not Canvas messaging, to communicate with the professor or TA. When you email the TA and Professor with questions, cc: them so they can see you have asked both a question.**

**The Wall Street Journal (not required):**

The Wall Street Journal is not necessary for class but if you have an interest in business ethics, I highly recommend the digital edition to learn how to use it and get accustomed to its content.

Special Offer as low as \$2 per month to students: <https://r.wsj.com/PROFbewx>

## **ASSIGNMENTS**

### **Reading**

All reading is from the required textbook and supplemental material posted on Canvas. You should complete all reading before the class in which the topic will be discussed.

### **Introduce Yourself Project**

A video introducing yourself and discussing what you want to get out of this class. This is practice for future video assignments during the quarter. I will post specific instructions on Canvas.

### **Identify Your Values Project**

I will assign you an autobiographical ethics project that will allow you to individually identify and understand your own values. I will post specific instructions on Canvas.

### **Ethics Self-Assessment Project**

This exercise is designed to answer a series of questions that will help us individually identify and understand our own value structure. I will post specific instructions on Canvas.

### **Personal Mini Case Project**

This exercise is designed to evaluate one situation where we were faced with a tough choice. We will then remove the names and identifiers and discuss a few of them, anonymously, in class. I will post specific instructions on Canvas.

### **Report on Company Code of Conduct Project**

In advance, you will select a Company and report it to the TA. Then you will report on your impression of the Code of Conduct and the Company. I will post specific instructions on Canvas.

### **Corporate Ethics Evaluation Project**

We will select Corporations and evaluate the ethics score of that organization. We will document the basis for that score and discuss what we found in our research. I will post specific instructions on Canvas.

### **Final Project**

You will interview someone you know and report on an ethical dilemma they had in the past. You will utilize the 8-step model to evaluate the situation and then report on how that went.

### **Rady Behavioral Lab**

Part of your grade is based on participation in an experiment offered by the Rady School Research Participant Pool. Each experiment will take up to one hour. If new to lab participation, to register for an account and to receive additional information about upcoming lab studies, visit: <http://radyclasscredit.sona-systems.com> and click "New Participant? Request an account here." When you register, you will be assigned a unique ID – you will need to provide this ID each time you participate in a study. Make sure to keep track of it!

If you have served as a participant before, you will need to update which classes you are registered for to receive credit. Log in to your account here: <http://radyclasscredit.sona-systems.com> and go to the "My Profile" page. There is an option near the bottom of the page to "Change Courses." Questions about lab studies can be directed to [RadyClassCredit@ucsd.edu](mailto:RadyClassCredit@ucsd.edu) and their phone number is: (858) 246-0881. Studies will begin shortly after session begins.

### **Class Participation**

Your participation in class will be monitored by the TA and the Professor. We will be scoring you on the quality of your participation during class (not the quantity), your contribution to your breakout groups, your participation as a Counterpoint (see below) as well as other items demonstrating your understanding and curiosity for the topics discussed.

### **Reflection Paper**

For students permitted to participate asynchronously, rather than class participation, you will write a reflection paper after each class, due within 36 hours of the class. It should be a one-page double spaced reflection about what was covered in the class and what you learned. It must be turned in on time to the relevant assignment and will be evaluated as your participation score.

### **Break Out Participation**

We will break up into groups of 3 to 6 students to discuss certain issues we identify during class. Groups will be formed early in the quarter and remain in place for the duration of the class. You will also complete a survey near the end of class regarding the participation level of each team member. Be sure to contribute early and often. These reviews can be modified by the TA and the Professor based on their experience with you working with your group.

### **Counterpoints**

Before each class, the TA will designate 2 or 3 students as Counterpoints. You will be notified at least 1 day before the class in which you will be serving as the Counterpoint. Counterpoints will either:

- Support the position counter to majority of the class, or
- Support the position the TA has assigned them during class.

Counterpoints should not identify themselves. At the end of class, we may discuss who the Counterpoints were!

### **COURSE EXPECTATIONS**

**To attend class, be attentive and participate:** You are expected to attend every class, real time or recorded; you are responsible for the material covered in class whether or not you attend. You should be attentive in class and work through cases with the lecturer. Participate by answering questions posed by the lecturer and participating in group activities that occur in class.

**To read the assigned material:** The lectures will be much more effective if you read the assigned chapters and assigned readings beforehand. You will also be better prepared to ask questions and engage in group discussion that will improve your understanding.

**LATE/MISSING QUIZZES OR ASSIGNMENTS:**

All due dates are firm, and late submittals of assignments receive a 40% reduction. Exceptions will be made for students who experience a documented serious illness or family emergency. Exceptions will also be made for religious observances or civic obligations when the problem set cannot reasonably be completed prior to the due date and you make arrangements for late submission with me at least one week prior.

Quiz dates are firm and communicated before the class begins. Only the most extenuating circumstances would be cause for a make-up opportunity and would require approved documentation.

**EVALUATION AND GRADING**

**Students will be evaluated based on performance in these areas:**

<b>Assignments</b>	<b>Percentage</b>
Assignment - Introduce Yourself (Video)	5
Assignment - Identify Your Values	5
Assignment - Ethics Self-Assessment	5
Assignment - Personal Mini Case	5
Assignment - Report on Company Code of Conduct	5
Assignment - Corporate Ethics Evaluation	5
Assignment - Final Project	10
Rady Behavioral Lab (Contact Rady Behavioral Lab directly!)	10
5 Quizzes – various formats (5 points each)	25
Class participation (evaluated by TA and Professor)	20
Breakout participation (evaluated by your peers)	5
<b>Total</b>	<b>100</b>

**Grading scale:**

A+ top 5% & 97% +	A 93 – 100	A- 90 – 92.99
B+ 87–89.99	B 83–86.99	B- 80–82.99
C+ 77–79.99	C 73–76.99	C- 70 –72.99
D+ 67 –69.99	D 60 –66.99	F Below 60

If you would like to request a regrade on an assignment, project or quiz, you must contact the Professor within 1 week of receiving your grade. Note that if a regrade is requested, the entire assignment will be regraded by the Professor, not just the area in question.

**Quizzes are “open book,” which means you are permitted to use any materials from class, your own notes from the course, the text book and anything on MGT 16 Canvas. The quiz must be taken completely alone. Showing it or discussing it with anyone is forbidden. You may not consult any external resources. This means no internet searches, materials from other classes or books or any notes you have taken in other classes etc. You may not use Google or any other search engines for any reason. You may not use any shared Google documents. You may not use anything other than that provided by the professor to Canvas for this particular class. You may not consult with any other person regarding the quiz. You may not check your quiz answers with any person. You may not discuss any of the materials or concepts in MGT 16 with any other person. You may not print, take screen shots or reproduce the quiz in any way.**

**COURSE OUTLINE**

CL ASS	DATE	TOPIC	READING	ASSIGNMENT DUE PRE CLASS
1	Mon Mar 29	Introduction to the Course Syllabus Exercise		
2	Wed Mar 31	Case Study: Jennifer's Job Offer <i>Why is Dishonesty So Interesting</i>	<i>Introduction</i>	
3	Mon Apr 5	Ethics at the University Ethics and the Individual Case Study: The Layoff Identify Your Values information <i>Simple Model of Rational Crime</i>	<i>Chapter 1</i>	Introduce Yourself
4	Wed Apr 7	Assign the Behavioral Lab Project Identify Your Values Class Discussion Case Study: Ethics in Sports <i>Golf</i>	<i>Chapter 2B</i>	Identify Your Values <b>QUIZ 1</b>
5	Mon Apr 12	Case Study - Wells Fargo Ethics Self-Assessment information Identify Your Values Class Summary <i>Fun with the Fudge Factor</i>	<i>Chapter 2</i> Wells Fargo	
6	Wed Apr 14	Ethics Self-Assessment Class Discussion Case Study: Theranos	Theranos	Ethics Self-Assessment
7	Mon Apr 19	<i>Blinded by Our Own Motivations</i> Personal Mini Case information Case Study Alton Logan	<i>Chapter 3</i> Alton Logan	<b>QUIZ 2</b>
8	Wed Apr 21	<i>Why We Blow It When We're Tired</i> 3 Simple Models	<i>Chapter 4</i>	
9	Mon Apr 26	Eight Step Model	Eight Step Model	Personal Mini Case Class Exercise
10	Wed Apr 28	<i>Why wearing Fakes Makes Us Cheat More</i>	<i>Chapter 5</i>	
11	Mon May 3	Potential Ethical Dilemma #1		<b>QUIZ 3</b>
12	Wed May 5	Potential Ethical Dilemma #2		<i>Select Company for C of C assignment</i>
13	Mon May 10	<i>Cheating Ourselves</i> Case Study Phillip Morris Case Study Ford Pinto	<i>Chapter 6</i> Phillip Morris Ford Pinto	
14	Wed May 12	Spotlight on Company Codes of Conduct and Ethics Examples of Company Codes of Conduct and Ethics <i>Creativity and Dishonesty: We Are All Storytellers</i>	<i>Chapter 7</i> Examples C of Conduct	<b>QUIZ 4</b>
15	Mon May 17	<i>Cheating as an Infection</i> Altria, Exxon	<i>Chapter 8</i> Altria, Exxon	Report on Company Code of Conduct
16	Wed May 19	Researching a Company - Ethical or Not Berkshire Hathaway Proctor and Gamble Determining Your Ethical Fit with a Company Corporate Ethics Evaluation discussion	Berkshire Hathaway Proctor and Gamble	
18	Wed May 26	<i>People Don't Cheat Enough</i> Case Study The Lottery	<i>Chapter 10</i> The Lottery	<b>QUIZ 5</b>
	Mon May 31	<b>Memorial Day Observance</b>		
19	Wed Jun 2	<b>FINAL PROJECT IS DUE</b>		

	Wed Jun 9 No EXAM!			NO EXAM!
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## ACADEMIC INTEGRITY

Integrity of scholarship is essential for an academic community. As members of the Rady School, we pledge ourselves to uphold the highest ethical standards. The University expects that both faculty and students will honor this principle and in so doing protect the validity of University intellectual work. For students, this means that all academic work will be done by the individual to whom it is assigned, without unauthorized aid of any kind.

The complete UCSD Policy on Integrity of Scholarship can be viewed at: <https://senate.ucsd.edu/Operating-Procedures/Senate-Manual/Appendices/2>

To ensure clarity I want to explain what cheating (academic dishonesty) is in this class:

- pretending that somebody else's work is yours so that you can get a higher grade than your own work merits
- falsifying data
- using class materials not submitted to you directly from this instructor
- lying in order to extend a deadline or gain some other special advantage
- helping other people to do any of these things

Some specific forms of cheating include:

- copying answers on quizzes
- using prohibited reference materials (such as notes, books, or electronic resources) during an quiz
- misrepresenting a medical or family emergency or other personal contingency in order to delay a scheduled quiz or to get extra time on an assignment
- using or sharing information (not submitted to you directly from this instructor) from another class to gain an advantage including prior sessions of this class
- pretending to have a disability you do not have (or exaggerating one you do have) in order to gain an unwarranted advantage unavailable to other students
- modifying graded material and then resubmitting it to "correct the error in grading"

Anyone caught cheating will receive a 0 on the associated quiz. Additional penalties are possible in accordance with the UCSD Policy on Integrity of Scholarship referenced above.

## STUDENTS WITH DISABILITIES

A student who has a disability or special need and requires an accommodation in order to have equal access to the classroom must register with the Office for Students with Disabilities (OSD). The OSD will determine what accommodations may be made and provide the necessary documentation to present to the faculty member.

The student must present the OSD letter of certification and OSD accommodation recommendation to the appropriate faculty member in order to initiate the request for accommodation in classes, quizzes, or other academic program activities. **No accommodations can be implemented retroactively.**

Please visit the OSD website for further information or contact the Office for Students with Disabilities at (858) 534-4382 or [osd@ucsd.edu](mailto:osd@ucsd.edu) <http://disabilities.ucsd.edu/about/index.html>

## CLASS TWITTER ACCOUNT

We will discuss current events and hot topics in finance during the year in an effort to bring the topics in the lectures to life. To facilitate this, I will post materials in a class Twitter account [@BuchananFinance](#) that I would like you to monitor. Please follow this account and review the tweets. I encourage you to respond and post your own articles of interest as a part of the discussion.