

# PROFESSIONAL AND BUSINESS ETHICS WINTER 2023

## ARBUS 202 / PHIL 215 / ARBUS 202

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### CLASS SCHEDULE

Section	Location	Time	Instructor(s)
ARBUS 202 001 [LEC]	PAS 2083	Mondays & Wednesdays 2:30 p.m. - 3:50 p.m.	Greg Andres ggandres@uwaterloo.ca
PHIL 215 001 [LEC]		Mondays & Wednesdays 2:30 p.m. - 3:50 p.m.	
PHIL 215 002 [LEC]		Tuesdays & Thursdays 11:30 a.m. - 12:50 p.m.	Jamie Sewell j5sewell@uwaterloo.ca
PHIL 215 003 [LEC]	RCH 112	Mondays & Wednesdays 1 p.m. - 2:20 p.m.	Alex Gruenewald afgruenewald@uwaterloo.ca
PHIL 215 004 [LEC]	SJ2 1002	Tuesdays & Thursdays 10 a.m. - 11:20 a.m.	Andrew Stumpf adhstumpf@uwaterloo.ca
ARBUS 202 002 [LEC]	PAS 2083	Tuesdays & Thursdays 11:30 a.m. - 12:50 p.m.	Jamie Sewell j5sewell@uwaterloo.ca
ARBUS 202 003 [LEC]	RCH 112	Mondays & Wednesdays 1 p.m. - 2:20 p.m.	Alex Gruenewald afgruenewald@uwaterloo.ca
ARBUS 202 004 [LEC]	SJ2 1002	Tuesdays & Thursdays 10 a.m. - 11:20 a.m.	Andrew Stumpf adhstumpf@uwaterloo.ca

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### INSTRUCTOR / TA INFORMATION

Please see LEARN for more information about your instructors.

## COURSE DESCRIPTION

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### *Calendar Description for ARBUS 202*

Study of ethical and moral issues that typically arise in professional and business activity. What responsibilities to society at large do people in such business and professional activities as teaching, engineering, planning, architecture, and accounting have? How far should professional autonomy extend?

Prereq: Arts and Business students

### *Calendar Description for PHIL 215*

Study of ethical and moral issues that typically arise in professional and business activity. What responsibilities to society at large do people in such business and professional activities as teaching, engineering, planning, architecture, and accounting have? How far should professional autonomy extend?

Prereq: Not open to Accounting and Financial Management students

### *Calendar Description for ARBUS 202*

Study of ethical and moral issues that typically arise in professional and business activity. What responsibilities to society at large do people in such business and professional activities as teaching, engineering, planning, architecture, and accounting have? How far should professional autonomy extend?

Prereq: Arts and Business students

This course is an introduction to professional and business ethics. Ethics, broadly speaking, is the branch of philosophy that seeks to analyze principles of conduct that govern human activity. We are (in part) economic animals who trade with each other in the hopes of making ourselves better off. And insofar as our actions affect the well-being of others, what we do falls under the purview of ethics. In the context of this course we will look specifically at ethical issues and principles of conduct that are relevant to professionals and business people. Topics include: fundamentals of moral and political theory, ethical decision-making, professional responsibility, corporate social responsibility, and equality, among other things.

Like many other courses in philosophy, this series of lectures, readings, and discussions will deal with a critical analysis of many and varied views regarding life, existence, values, religious belief, *etc.*

## LEARNING OUTCOMES

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### **By the end of this course students should be able to:**

Explain the fundamentals of moral theory.
Assess the strengths and weaknesses of different moral theories.
Form an opinion on the importance of ethical reasoning in business and professional contexts.
Identify ethical problems in complex professional and business related situations.
Apply ethical concepts to particular business and professional situations.
Evaluate alternative, ethically relevant, choices and defend a plausible course of action.
Explain the roles of professional codes of conduct and codes of ethics in real world contexts.

Evaluate arguments for logical and factual strength.

## TENTATIVE COURSE SCHEDULE

<b>Week</b>	<b>Dates</b>	<b>Topic</b>	<b>Assessments</b>	<b>Reading</b>
1	Jan 9 - 13	Introduction	<ul style="list-style-type: none"><li>• Module 1 Quiz</li><li>• Course Participation</li></ul>	Chapter 1
2	Jan 16 - 20	Moral theories	<ul style="list-style-type: none"><li>• Module 1 Quiz</li><li>• Course Participation</li></ul>	Chapter 2
3	Jan 23 - 27	Ethical Decision Making	<ul style="list-style-type: none"><li>• Module 1 Quiz</li><li>• Course Participation</li></ul>	Chapter 3
4	Jan 30 - Feb 3	Corporate social responsibility	<ul style="list-style-type: none"><li>• Module 1 Quiz</li><li>• Course Participation</li><li>• In-person Test 1</li></ul>	Chapter 4
5	Feb 6 - 10	Equality & Discrimination	<ul style="list-style-type: none"><li>• Module 1 Quiz</li><li>• Course Participation</li></ul>	Chapter 5

6	Feb 13 - 17	Social Action Problems	<ul style="list-style-type: none"> <li>• Module 1 Quiz</li> <li>• Course Participation</li> </ul>	Chapter 6
	Feb 18 - 26	Reading Week		
7	Feb 27 - Mar 3	Markets & the Environment	<ul style="list-style-type: none"> <li>• Module 1 Quiz</li> <li>• Course Participation</li> </ul>	Chapter 7
8	Mar 6-10	Advertising	<ul style="list-style-type: none"> <li>• Module 1 Quiz</li> <li>• Course Participation</li> <li>• In-person Test 2</li> </ul>	Chapter 8
9	Mar 13-17	Governance	<ul style="list-style-type: none"> <li>• Module 1 Quiz</li> <li>• Course Participation</li> </ul>	Chapter 9
10	Mar 20-24	Strategic Negotiations	<ul style="list-style-type: none"> <li>• Module 1 Quiz</li> <li>• Course Participation</li> </ul>	Chapter 10
11	Mar 27-31	Whistle-blowing and Codes of Ethics	<ul style="list-style-type: none"> <li>• Module 1 Quiz</li> <li>• Course Participation</li> </ul>	Chapter 11

12	Apr 3-7	Concluding thoughts	<ul style="list-style-type: none"> <li>• Module 1 Quiz</li> <li>• Course Participation</li> </ul>	Chapter 12
		Exam Period		

Please see LEARN for dates and details.

## TEXTS / MATERIALS

Title / Name	Notes / Comments	Required
With A Clear Conscience	(Oxford University Press, 2020)	Yes

Please see LEARN for information on how to access the course textbook.

## STUDENT ASSESSMENT

Component	Value
Weekly Quizzes (12 * 1% - 2 lowest marks)	10%
Test 1	15%
Test 2	15%
Course Participation	20%
Final Exam	40%

See LEARN for details.

## ASSIGNMENT SCREENING

No assignment screening will be used in this course.

## ADMINISTRATIVE POLICY

## TERRITORIAL ACKNOWLEDGEMENT:

The University of Waterloo acknowledges that much of our work takes place on the traditional territory of the Neutral, Anishinaabeg and Haudenosaunee peoples. Our main campus is situated on the Haldimand Tract, the land granted to the Six Nations that includes six miles on each side of the Grand River. Our active work toward reconciliation takes place across our campuses through research, learning, teaching, and community building, and is centralized within the [Office of Indigenous Relations](https://uwaterloo.ca/indigenous) (<https://uwaterloo.ca/indigenous>)

## **INTELLECTUAL PROPERTY**

Students should be aware that this course contains the intellectual property of their instructor, TA, and/or the University of Waterloo.

Intellectual property includes items such as:

- Lecture content, spoken and written (and any audio/video recording thereof);
- Lecture handouts, presentations, and other materials prepared for the course (e.g., PowerPoint slides);
- Questions or solution sets from various types of assessments (e.g., assignments, quizzes, tests, final exams); and
- Work protected by copyright (e.g., any work authored by the instructor or TA or used by the instructor or TA with permission of the copyright owner).

Course materials and the intellectual property contained therein, are used to enhance a student's educational experience. However, sharing this intellectual property without the intellectual property owner's permission is a violation of intellectual property rights. For this reason, it is necessary to ask the instructor, TA and/or the University of Waterloo for permission before uploading and sharing the intellectual property of others online (e.g., to an online repository).

Permission from an instructor, TA or the University is also necessary before sharing the intellectual property of others from completed courses with students taking the same/similar courses in subsequent terms/years. In many cases, instructors might be happy to allow distribution of certain materials. However, doing so without expressed permission is considered a violation of intellectual property rights.

Please alert the instructor if you become aware of intellectual property belonging to others (past or present) circulating, either through the student body or online. The intellectual property rights owner deserves to know (and may have already given their consent).

## **CHOSEN/PREFERRED FIRST NAME**

Do you want professors and interviewers to call you by a different first name? Take a minute now to verify or tell us your chosen/preferred first name by logging into [WatIAM](https://idm.uwaterloo.ca/watiam/) (<https://idm.uwaterloo.ca/watiam/>) .

Why? Starting in winter 2020, your chosen/preferred first name listed in WatIAM will be used broadly across campus (e.g., LEARN, Quest, WaterlooWorks, WatCard, etc). Note: Your legal first name will always be used on certain official documents. For more details, visit [Updating Personal Information](https://uwaterloo.ca/the-centre/updating-personal-information) (<https://uwaterloo.ca/the-centre/updating-personal-information>) .

### **Important notes**

- If you included a preferred name on your OUAC application, it will be used as your chosen/preferred name unless you make a change now.
- If you don't provide a chosen/preferred name, your legal first name will continue to be used.

## **MENTAL HEALTH SUPPORT**

All of us need a support system. The faculty and staff in Arts encourage students to seek out mental health support if they are needed.

## On Campus

***Due to COVID-19 and campus closures, services are available only online or by phone.***

- Counselling Services: [counselling.services@uwaterloo.ca](mailto:counselling.services@uwaterloo.ca) (mailto:counselling.services@uwaterloo.ca) / 519-888-4567 ext. 32655
- [MATES](https://wusa.ca/services/uw-mates) (https://wusa.ca/services/uw-mates) : one-to-one peer support program offered by the Waterloo Undergraduate Student Association (WUSA) and Counselling Services

## Off campus, 24/7

- [Good2Talk](https://good2talk.ca/) (https://good2talk.ca/) : Free confidential help line for post-secondary students. Phone: 1-866-925-5454
- Grand River Hospital: Emergency care for mental health crisis. Phone: 519-749-4300 ext. 6880
- [Here 24/7](https://here247.ca/) (https://here247.ca/) : Mental Health and Crisis Service Team. Phone: 1-844-437-3247
- [OK2BME](https://ok2bme.ca/) (https://ok2bme.ca/) : set of support services for lesbian, gay, bisexual, transgender or questioning teens in Waterloo. Phone: 519-884-0000 extension 213

Full details can be found online on the Faculty of Arts [website](https://uwaterloo.ca/arts/get-mental-health-support-when-you-need-it) (https://uwaterloo.ca/arts/get-mental-health-support-when-you-need-it)

Download [UWaterloo and regional mental health resources \(PDF\)](#)

(https://uwaterloo.ca/arts/sites/ca.arts/files/uploads/files/counselling\_services\_overview\_002.pdf)

Download the [WatSafe app](https://uwaterloo.ca/watsafe/) (https://uwaterloo.ca/watsafe/) to your phone to quickly access mental health support information.

## ACADEMIC FREEDOM AT THE UNIVERSITY OF WATERLOO

[Policy 33, Ethical Behaviour](https://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-33) (https://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-33) states, as one of its general principles (Section 1), “The University supports academic freedom for all members of the University community. Academic freedom carries with it the duty to use that freedom in a manner consistent with the scholarly obligation to base teaching and research on an honest and ethical quest for knowledge. In the context of this policy, 'academic freedom' refers to academic activities, including teaching and scholarship, as is articulated in the principles set out in the Memorandum of Agreement between the FAUW and the University of Waterloo, 1998 (Article 6). The academic environment which fosters free debate may from time to time include the presentation or discussion of unpopular opinions or controversial material. Such material shall be dealt with as openly, respectfully and sensitively as possible.” This definition is repeated in Policies 70 and 71, and in the Memorandum of Agreement, Section 6

## CROSS-LISTED COURSES

Please note that a cross-listed course will count in all respective averages no matter under which subject code it has been taken. For example, a PHIL/PSCI cross-list will count in a Philosophy major average, even if the course was taken under the Political Science subject code.

# UNIVERSITY POLICY

**Academic integrity:** In order to maintain a culture of academic integrity, members of the University of Waterloo community are expected to promote honesty, trust, fairness, respect and responsibility. [Check [the Office of Academic Integrity](https://uwaterloo.ca/academic-integrity/) (<https://uwaterloo.ca/academic-integrity/>) for more information.]

**Grievance:** A student who believes that a decision affecting some aspect of their university life has been unfair or unreasonable may have grounds for initiating a grievance. Read [Policy 70, Student Petitions and Grievances, Section 4](https://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-70) (<https://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-70>) . When in doubt, please be certain to contact the department's administrative assistant who will provide further assistance.

**Discipline:** A student is expected to know what constitutes academic integrity to avoid committing an academic offence, and to take responsibility for their actions. [Check [the Office of Academic Integrity](https://uwaterloo.ca/academic-integrity/) (<https://uwaterloo.ca/academic-integrity/>) for more information.] A student who is unsure whether an action constitutes an offence, or who needs help in learning how to avoid offences (e.g., plagiarism, cheating) or about “rules” for group work/collaboration should seek guidance from the course instructor, academic advisor, or the undergraduate associate dean. For information on categories of offences and types of penalties, students should refer to [Policy 71, Student Discipline](https://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-71) (<https://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-71>) . For typical penalties, check [Guidelines for the Assessment of Penalties](https://uwaterloo.ca/secretariat/guidelines/guidelines-assessment-penalties) (<https://uwaterloo.ca/secretariat/guidelines/guidelines-assessment-penalties>) .

**Appeals:** A decision made or penalty imposed under [Policy 70, Student Petitions and Grievances](https://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-70) (<https://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-70>) (other than a petition) or [Policy 71, Student Discipline](https://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-71) (<https://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-71>) may be appealed if there is a ground. A student who believes they have a ground for an appeal should refer to [Policy 72, Student Appeals](https://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-72) (<https://uwaterloo.ca/secretariat/policies-procedures-guidelines/policy-72>) .

**Note for students with disabilities:** [AccessAbility Services](https://uwaterloo.ca/disability-services/) (<https://uwaterloo.ca/disability-services/>) , located in Needles Hall, Room 1401, collaborates with all academic departments to arrange appropriate accommodations for students with disabilities without compromising the academic integrity of the curriculum. If you require academic accommodations to lessen the impact of your disability, please register with AccessAbility Services at the beginning of each academic term.

**Turnitin.com:** Text matching software (Turnitin®) may be used to screen assignments in this course. Turnitin® is used to verify that all materials and sources in assignments are documented. Students' submissions are stored on a U.S. server, therefore students must be given an alternative (e.g., scaffolded assignment or annotated bibliography), if they are concerned about their privacy and/or security. Students will be given due notice, in the first week of the term and/or at the time assignment details are provided, about arrangements and alternatives for the use of Turnitin in this course.

It is the responsibility of the student to notify the instructor if they, in the first week of term or at the time assignment details are provided, wish to submit alternate assignment.