LEADING ORGANIZATIONS

CORPORATE ETHICS

SYLLABUS

October 2020

Written & Delivered By:

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OVERVIEW

Ethics deals with issues of right and wrong. Ethical principles are rooted in philosophy, morality, anthropology, sociology, and human behavior. Whether we like it or not, we face ethical dilemmas both at work and outside of work. Resolving ethical dilemmas is challenging and requires adherence to time-tested principles. This module explores the reality and understanding of corporate ethics.

Ethics is at the center of organizational priorities today. Ethics and governance are closely related to each other. An important distinction exists between the two concepts. Governance is the primary responsibility of the board and senior management. Ethics permeates all levels of the organization. Evidence suggests that ethical organizations outperform their peers on key performance metrics. Ethical organizations seem to be able to attract and retain high-quality customers, employees, suppliers, investors, and other stakeholders.

Ethics is no longer an option. Ethics is at the core of business success. This module introduces you to several key ethical principles.

This module is designed for managers and junior executives seeking to make the transition to organizational leader at the director, chief, vice president, or president levels. The module is based on our book, *Leading Organizations: Innovating for Performance Excellence* published in 2019. This book is used in conjunction with our Executive Education Program for new or emerging CEOs.

The module would also qualify for Continuing Education Units (CEU) for professional certifications with most any profession.

LEARNING OUTCOMES

The learning outcomes for the module are as follows. With the completion of this module, learners should be able to:

1. Understand the meaning of ethics and the principles governing business ethics.

2. Appreciate why it is important for organizations and individuals to be ethical.

3. Apply ethical principles to resolve dilemmas that arise in an organization.

4. Develop a framework for corporate ethics.

5. Evaluate ethical dilemmas and chose the most appropriate course of action.

6. Apply the concept of corporate citizenship and the Natural Step Framework.

CURRICULUM

<u>Section</u>	<u>Topics</u>
Module Introduction	- Module Purpose - Module Overview
Business Ethics	- Introduction - Leadership Ethics Video - What is Ethics? - Normative, Descriptive, Applied, and Meta Ethics - Eastern Approaches to Ethics - Business Ethics Essentials - Common Ethical Issues - Everything Counts in Ethics - A System Framework for Business Ethics - Recruitment and Selection: Hiring Ethical People - Summary
Ethics in Practice	- Introduction - Ethical Leadership and Communication Video - Code of Ethics and Code of Conduct - Ethical Decision-Making - Ethical Leadership - Work Goals - Managing Stress - Measuring the Ethical Dimension of Performance - Measuring Leadership Skills - Stakeholder Relations - Empowering Ethical Employees - Effective Teams - Appreciative Inquiry - Summary

Ethical Dilemmas	• Introduction • Ethical Dilemma #1 • Ethical Dilemma #2 • Ethical Dilemma #3 • Ethical Dilemma #4 • Ethical Dilemma #5 • Ethical Dilemma #6 • Ethical Dilemma #7 • Ethical Dilemma #8 • Ethical Dilemma #9 • Ethical Dilemma #10 • Ethical Dilemma #11 • Ethical Dilemma #12 • Summary
Current Trends in Ethical Practice	• Introduction • Corporate Citizenship • The Natural Step Framework • Summary
Module Summary, Reflective Questions, Case Studies, and Final Quiz	• Summary • Reflective Questions • Case Studies • Final Quiz

RESOURCES

Oedekoven O. O., K. B. Venkateshiah, D. J. Gilbert, & D. K. Robbins (2019). Leading Organizations: Innovating for Performance Excellence. Gillette, Wyoming: Peregrine Pathways.

ASSESSMENT

Throughout the module, there are in-progress quizzes and short exercises to ensure understanding of the instructional content. A completion certificate is issued when the learner obtains at least 80% on the final exam.

The learner must complete each module, case study questions, and reflection questions to be awarded a completion certificate for the program.

HOURS AND ARTICULATION

Learner hours are shown in the following table. The hours are based on both the time within the module and time away from the module conducting application activities.

Section	Hours
Module Introduction	0.5
Business Ethics	1
Ethics in Practice	1
Ethical Dilemmas	1.5
Current Trends in Ethical Practice	1
Module Summary, Reflective Questions, Case Studies, and Final Quiz	1
Total Hours	6