

**LEAD 330: Leadership Ethics and Decision Making - Online**  
**Spring 2011 - Syllabus**

3 Credit Hours

Western Kentucky University, Location

*This syllabus is subject to modification up until the first day of the semester in which the course is taught. It is made available for general information purposes only and any or all parts of it may change before the course is actually offered. Please check before the class begins for the most up to date version. The text book requirements **will not** change from this version.*

**SYLLABUS LAST UPDATED:** January 10th, 2011

**Course Language.** English

**Time Zone:** Central

**Instructor Information.**

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**Dates of Class.** January 24<sup>th</sup> to May 6<sup>th</sup>

**Course objective.** Students, at the conclusion of this course, will gain a comprehension of ethical theories and their relationship to leadership at both an individual and organizational levels, gain an understanding of decision making processes and ethical implications that can result from leadership decisions, and increase their awareness of their own ethical leadership perspective.

**Learning Objectives.**

Students will have the opportunity to:

- Learn classical and influential ethical theories in the field;
- Understand personal power schema and be able to increase personal and social power through a broader understanding of power bases;
- Analyze past, current, and future ethical problems from a leadership perspective;
- Recognize the morally relevant features of leadership situations and the decision making process;

- Gain a better awareness of their ethical leadership perspective; and
- Understand the benefits of ethical behavior to themselves, their organizations, and society.

**Accommodations.** Students with disabilities who require accommodations (academic adjustments, and/or auxiliary aids or services) for this course must contact the Office for Student Disability Services in DUC A-200 of the Student Success Center in Downing University Center. Please do not request accommodations directly from the professor or instructor without a letter of accommodations from the Office of Student Disability Services.

**Successful on line learning.** Successful on line students are self-directed and mature as learners. They are methodical in doing assignments and in checking the course website. They are willing and even eager to participate in on-line discussions.

On-line learners should NOT expect to be learning in isolation. The more students share and discuss on-line, the more each student will enjoy the class. Students should interact almost daily, either with the instructor or with other students. If the on-line student desires, face-to-face or telephone meetings are possible.

**Overview.** This course consists of 27 lessons (corresponding to a typical Tuesday/Thursday class) arranged over 14 weeks. Some weeks have one, two, or three assignments--please pay close attention to the syllabus and course modules and do all the homework required for the assignment week! ***If you think in terms of weeks, you will not become confused!***

Our Blackboard course site (for LEAD 330) contains a menu option titled *Course Modules*. LEAD 330 consists of four modules that describe the 27 lessons arranged over 14 weeks and all homework requirements. **Students must submitted homework assigned during the week by Friday at midnight.** Any late assignments receive a **10% late penalty** for that assignment unless previously coordinated with the instructor.

Contained in Module 1 is a review of leadership theories, approaches, and concepts. **Students must pass a short quiz (10 questions) on the leadership review before they can see and have access to the rest of the course!** Please see the LEAD 330 course site for details. You may take the Introduction Quiz as many times as needed to meet the 70 percent standard.

### **Required Texts.**

***Leadership Ethics An Introduction***; by Terry L. Price ISBN 978-0-521-69911-2 (noted as “LE” in homework assignments). This text provides students with explanations of leadership ethical theories and provides a basis for theoretical ethical leadership discussions on Blackboard.

**The EthicsGame Simulation.** Students must purchase access to The EthicsGame Simulation and the Ethical Lens Inventory. The total cost for the two is approximately \$57. The Modules Section of our Blackboard course site contains instructions on how to purchase access.

**Course Software Standards.** The course software standards are Word for word processing, PowerPoint to view presentations, and Adobe Acrobat for viewing PDF files. Students can download a free copy of Adobe Acrobat at <http://www.adobe.com/uk/products/acrobat/readstep2.html>. Students

**must** have these software packages to submit assignments and view course materials.

**Other References.** The Course Modules and Course Documents contain all the needed course materials and guidance (except the text book). ***This syllabus is extremely valuable to students- please study this document!*** The Syllabus exists in the “Course Documents” section of Blackboard as well as posted to TOPNET.

**Grading.**

- Performance on the four ethics simulations	20%
- Discussion Board Questions and applied homework	20%
- Midterm	15%
- Leadership Ethics discipline paper	20%
- Final Exam	25%

The letter grade for the course will be based on 100-90%=A, 89--80%=B, 79-70%=C, 69-60% = D and less than 60% = F.

**Class Policy.**

**General.** The student needs to be able to use E-mail and access the Internet reliably and on an everyday basis. Students must check their **WKU email account daily**. **The only email address used in this course is the WKU email.** Occasionally technical or other problems may occur; students should not hesitate to contact the instructor or email assignments to include Blackboard discussion questions. Another good source of technical assistance is the WKU IT Help Desk, phone (270) 745-7000.

**Blackboard.** Blackboard serves as the primary means to conduct this course - please visit [Blackboard \(http://ecourses.wku.edu/\)](http://ecourses.wku.edu/). Students may want to bookmark/add to Favorites--students constantly access Blackboard consistently throughout this course. Visit the above URL, read the instructions and select Login. Once logged in students will see a list of all courses that they are enrolled that are also using Blackboard. Select “Leadership Ethics and Decision Making – Spring 2011” to enter LEAD 330.

**Discussion Board Questions.** Each discussion question is worth 10 points. Although each question is worth 10 points, the total of all discussion board questions over the course of the semester is worth 10 percent. Please be careful when reviewing your grades in Blackboard to understand that the 10 percent of the overall course grade is derived from all the discussion board question responses as Blackboard only displays point totals, not percentages. **To receive 10 points students must 1) answer the question; 2) apply an appropriate leadership/ethical theory or practice to the answer; and 3) provide an example (can be personal) that illustrates your answer.** Online discussion is generally looser and more free-flowing than face-to-face. Students should exercise a basic respect for one another and not engage into derogatory arguments. Although free-flowing and somewhat informal, students **MUST use correct grammar, spelling, and punctuation during the postings.**

**Term Project - Leadership Ethics Discipline Paper.** The Leadership Ethics discipline paper provides an opportunity to explore the potential ethical issues in your academic/professional discipline and current/future profession. Possible *examples* include the following:

- if studying engineering, research and discuss possible ethical dilemmas in the engineering profession (pressures to save money, but create possible safety concerns).
- if studying education, research and discuss possible ethical dilemmas in passing students along due to the pressure of legislation (No Child Left Behind).
- if studying business, research and discuss possible ethical dilemmas encompassed in publically held companies where there is pressure from shareholders for maximum profit, yet regulatory restrictions exist that impact profits.

The length of the paper is 10 pages (not counting a cover page, abstract, or references) **of text** plus or minus one page. Format the term paper using APA style (other styles approved by the instructor), Times New Roman font, 12 pitch, one inch margins. Part of the analysis includes comments regarding student ELI (Ethics Leadership Inventory) and how the ELI shapes student views regarding the potential ethical dilemmas in the chosen discipline and current/future profession.

**Midterm and Final Exam.** Students must take the midterm and final exams at a WKU testing facility; details announced as the time approaches. The midterm is worth 15 percent of the overall course grade and the final exam is worth 25 percent of your overall grade.

**Instructor Videos.** Periodically instructor videos supplement the curriculum. The Course Modules contain links to instructor videos. Most videos are less than 10 minutes with the exception of the first, leadership review video that is approximately 30 minutes in length. Students must have Windows Media Viewer (standard software from Windows) to view the videos.

**Individual Performance.** Honesty and integrity are utmost for an effective relationship. Students MUST treat each other with respect and dignity and to understand that different is not wrong, it is just different.

**Learning Center.** The Learning Center (TLC) (located in the Academic Advising and Retention Center, DUC-A330). Should you require academic assistance with this course, or any other General Education Course, there are several places that can provide you with help. TLC tutors in most major undergraduate subjects and course levels throughout the week. To make an appointment, or to request a tutor for a specific class, call 745-6254 or stop by DUC A330. Log on to TLC's website at [www.wku.edu/tlc](http://www.wku.edu/tlc) to find out more.

**Cheating and Plagerism.** To represent ideas or interpretations taken from another source as one's own is plagiarism. Plagiarism is a very serious offense and not tolerated. The academic work of students must be their own. Students must give the author(s) credit for any source material used. To copy content directly from a source without giving credit is a flagrant act. To present a borrowed passage after having changed a few words, even if the source is cited, is also plagiarism. Works submitted for any other class is also not acceptable. Assignments that have been plagiarized receive a grade of "F" and could result in a student failing the course. The instructor may check student work by using plagiarism software. Please refer to "academic offenses" section of the WKU Student Handbook: [http://www.wku.edu/judicialaffairs/2004-05Handbook/12\\_AcademicOffenses.pdf](http://www.wku.edu/judicialaffairs/2004-05Handbook/12_AcademicOffenses.pdf) for more details.

**Incompletes.** A grader of “X” (incomplete) is given only when a relatively small amount of work is not completed because of illness or other reason satisfactory to the professor. A grader of “X” received by an undergraduate student will automatically become an “F” unless removed within twelve weeks of the next full term (summer term excluded). Incompletes must be pre-approved by your instructor.

**Privacy Matters.** The Internet may change or challenge notions of what is private and what is not. The instructor prefers to provide disclosure up front so students know what the possibilities are. Although the course is protected by a password, such tools are not perfect as human beings are using them. Students are relatively protected by the password but no one can guarantee privacy on-line. Part of the privacy for every student depends on the actions of each individual student.

- The course software used enables the instructor to know which students have logged in, where in the course site they have visited, and how long they have stayed. The technology support people have access to information posted at the site.
- Course Security: In the event you use a public terminal (say at a hotel or library) you need to completely close the browser software when you are finished. This will prevent another person from accessing the course using your identification, doing mischief in your name, and violating the privacy of other students.
- Do not allow access to the course to those not registered in the course.
- Guard your password and change it from the one assigned at the start of the term. (Go to Student Tools).
- Students sometimes want to discuss their grade via e-mail. E-mail is NOT secure or private. If an individual student requests his/her grade, the instructor can not legally send to that student his/her grade through e-mail without a legal signature from that student on a permission form. (An instructor may e-mail the typical group listing with obscured names.)
- Participants are expected to represent their course identities in a truthful manner. Falsifying your identity is grounds for disciplinary action of all parties involved.

**Intellectual Property.** It is a common misconception that material on the Internet is free. Even if a copyright notice is not present, work is the property of the creator. The instructor expects students to post only material that is the students by right of creation unless the student gives proper credit and indications. The plagiarism policy applies on the Internet too. Images, sounds and other multimedia are included in copyright law. (For example, professionally done photos as for high school yearbooks belong to the photographer. People only purchase copies.) It is common to receive E-mails with amusing articles or other materials. Be aware that it might be an illegal copy and exercise caution in forwarding it. It may also contain a virus.

On the plus side, ideas cannot be copyrighted. Students can share the most important part of a website as long as it is in the student’s own words or interpretation.

**The instructor decides the outcome of any loopholes in these rules.**

**Abbreviations:**

**Bb** - Blackboard course site (found at WKU homepage, [www.wku.edu](http://www.wku.edu))

**LSN** - Lesson

**LE** - *Leadership Ethics, An Introduction* by Terry Price

**ELI** - The Ethics Lens Inventory and Game

<b><u>Week #</u></b>	<b><u>Topic</u></b>	<b><u>Homework Assignment</u></b>
<b><i>Module 1 - Introduction</i></b>		
1	Review of Leadership Theories, Models, and Concepts	See Module 1: Introduction in the Blackboard Course site
1	Definitions	See Module 1: Introduction in the Blackboard Course site
<b><i>Module 2 - Decision Making</i></b>		
2	Decision Making Theory: Vroom and Yetton	See Module 2: Decision Making in the Blackboard Course site
2	Decision Making: Various Techniques	See Module 2: Decision Making in the Blackboard Course site
<b><i>Module 3 - Ethics of the Leader</i></b>		
3	The Ethics Lens Inventory, Baird Decision Model	See Module 3: Ethics of the Leader in the Blackboard Course site
3	Ethical Simulation #1A	See Module 3: Ethics of the Leader in the Blackboard Course site
4	Review of Ethical Simulation #1A	See Module 3: Ethics of the Leader in the Blackboard Course site
4	Ethical Simulation #1B	See Module 3: Ethics of the Leader in the Blackboard Course site
4	Review of Ethical Simulation #1B	See Module 3: Ethics of the Leader in the Blackboard Course site
<b><u>Week #</u></b>		
<b><u>Topic</u></b>		
5	Moral Relativism, Exceptionalism	See Module 3: Ethics of the Leader in the Blackboard Course site
<b><u>Homework Assignment</u></b>		

5	Reason and Amoralism	See Module 3: Ethics of the Leader in the Blackboard Course site
6	Ethics According to Kant	See Module 3: Ethics of the Leader in the Blackboard Course site
6	Kantian Ethics Applied	See Module 3: Ethics of the Leader in the Blackboard Course site
7	Power and Self-Interest	See Module 3: Ethics of the Leader in the Blackboard Course site
7	Traits and Virtues	See Module 3: Ethics of the Leader in the Blackboard Course site
8	MIDTERM	Review previous materials

***Module 4 - Ethics of the Situation and Group***

9	Permission and Consent - Contractarianism	See Module 4: Ethics of the Situation and Group in the Blackboard Course site
9	Utilitarianism	See Module 4: Ethics of the Situation and Group in the Blackboard Course site

Read: the short description here:

<http://www.scu.edu/ethics/publications/iie/v2n1/calculating.html>;  
 chapters 1, 2, and 5 of: <http://www.utilitarianism.com/mill1.htm>

10	Distributive Justice	See Module 4: Ethics of the Situation and Group in the Blackboard Course site
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Read: Intro and chapters 1,2, and 3  
 of <http://plato.stanford.edu/entries/justice-distributive/> ;  
 read all of <http://www.wku.edu/~jan.garrett/ethics/johnrawls.htm>

Post to Bb Discussion Board LSN 19

**Week #    Topic**

**Homework Assignment**

10	Situations and Circumstances - Moral Situationism	See Module 4: Ethics of the
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		Situation and Group in the Blackboard Course site
10	Ethical Simulation #2A	See Module 4: Ethics of the Situation and Group in the Blackboard Course site
11	Review of Ethical Simulation #2A	See Module 4: Ethics of the Situation and Group in the Blackboard Course site
11	Membership and Moral Particularity - Communitarianism	See Module 4: Ethics of the Situation and Group in the Blackboard Course site
11	Ethics Simulation #2B	See Module 4: Ethics of the Situation and Group in the Blackboard Course site
12	Review of Ethical Simulation #2B	See Module 4: Ethics of the Situation and Group in the Blackboard Course site
12	Submit Paper	<b>Submit Leadership Ethic Decision Paper</b>
13	The Greater Good - Cosmopolitanism	See Module 4: Ethics of the Situation and Group in the Blackboard Course site
14	Everyday Leadership Ethics	See Module 4: Ethics of the Situation and Group in the Blackboard Course site
14	Colin Powell's Tenets of Leadership from an ethical perspective	See Module 4: Ethics of the Situation and Group in the Blackboard Course site
15	Final Exam: students will take the final exam at a WKU testing facility on (date TBD).	