

BUSAD112 : Applied Workplace Ethics

General Information

Author:	<ul style="list-style-type: none">Sophia PossidonAllen, Roderick
Attachments:	DE Addendum_BUSAD_112 COR_05_20_2021 CoDE_09_26_2023.pdf
Course Code (CB01) :	BUSAD112
Course Title (CB02) :	Applied Workplace Ethics
Department:	BUSAD
Proposal Start:	Fall 2024
TOP Code (CB03) :	(0512.00) Insurance
CIP Code:	(52.1701) Insurance.
SAM Code (CB09) :	Clearly Occupational
Distance Education Approved:	No
Will this course be taught asynchronously?:	No
Course Control Number (CB00) :	CCC000400189
Curriculum Committee Approval Date:	02/28/2024
Board of Trustees Approval Date:	04/16/2024
Last Cyclical Review Date:	02/28/2024
Course Description and Course Note:	BUSAD 112 covers contemporary and controversial ethical issues facing the business world today. Students discuss real-world scenarios and situations to develop their own ethical decision-making framework for the responsibilities and obligations that relate to the insurance world.
Justification:	Mandatory Revision
Academic Career:	<ul style="list-style-type: none">Credit

Academic Senate Discipline

Primary Discipline:	<ul style="list-style-type: none">Insurance
Alternate Discipline:	<ul style="list-style-type: none">Business
Alternate Discipline:	No value

Course Development

Basic Skill Status (CB08)

Course is not a basic skills course.

Allow Students to Gain Credit by Exam/Challenge

Course Special Class Status (CB13)

Course is not a special class.

Pre-Collegiate Level (CB21)

Not applicable.

Grading Basis

- Grade with Pass / No-Pass Option

Course Support Course Status (CB26)

Course is not a support course

Transferability & Gen. Ed. Options

General Education Status (CB25)

Not Applicable

Transferability

Transferable to CSU only

Transferability Status

Approved

Units and Hours

Summary

Minimum Credit Units (CB07)	1
Maximum Credit Units (CB06)	1
Total Course In-Class (Contact) Hours	18
Total Course Out-of-Class Hours	36
Total Student Learning Hours	54

Credit / Non-Credit Options

Course Type (CB04)

Credit - Degree Applicable

Noncredit Course Category (CB22)

Credit Course.

Noncredit Special Characteristics

No Value

Course Classification Code (CB11)

Credit Course.

Variable Credit Course

Funding Agency Category (CB23)

Not Applicable.

Cooperative Work Experience

Education Status (CB10)

Weekly Student Hours

	In Class	Out of Class
Lecture Hours	1	2
Laboratory Hours	0	0
Studio Hours	0	0

Course Student Hours

Course Duration (Weeks)	18
Hours per unit divisor	0
Course In-Class (Contact) Hours	
Lecture	18
Laboratory	0
Studio	0

Total	18
Course Out-of-Class Hours	
Lecture	36
Laboratory	0
Studio	0
Total	36

Time Commitment Notes for Students

No value

Units and Hours - Weekly Specialty Hours

Activity Name	Type	In Class	Out of Class
No Value	No Value	No Value	No Value

Pre-requisites, Co-requisites, Anti-requisites and Advisories

No Value

Entry Standards

Entry Standards

Course Limitations

Cross Listed or Equivalent Course

Specifications

Methods of Instruction

Methods of Instruction Discussion

Methods of Instruction Guest Speakers

Methods of Instruction Multimedia

Methods of Instruction Lecture

Out of Class Assignments

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

Methods of Evaluation

Rationale

Exam/Quiz/Test

Midterm examination

Exam/Quiz/Test

Final examination

Textbook Rationale

No Value

Textbooks

Author	Title	Publisher	Date	ISBN
Ghillyer, Andrew	Business Ethics Now	McGraw-Hill	2021	9781260262513

Other Instructional Materials (i.e. OER, handouts)

Description	Ethics and the Insurance Agent
Author	Kruise, Sandi
Citation	No value
Online Resource(s)	No value

Materials Fee

No value

Learning Outcomes and Objectives

Course Objectives

Define ethics in a specific business context with responsibilities of corporations and individual business personnel.

Prepare for ethical dilemmas.

Develop and enhance skills of critical reasoning.

Identify codes of conduct specific to the industry.

Formulate a practical framework for ethical decision making.

Describe a personal code of business ethics.

SLOs

Explain and apply the concept of agency and the obligation of agents.

Expected Outcome Performance: 70.0

ILOs
Core ILOs Analyze and solve problems using critical, logical, and creative thinking; ask questions, pursue a line of inquiry, and derive conclusions; cultivate creativity that leads to innovative ideas.

Communicate clearly, ethically, and creatively; listen actively and engage respectfully with others; consider situational, cultural, and personal contexts within or across multiple modes of communication.

BUSAD
Insurance
Professional Discuss loss exposures, personal risk insurance, and types of personal insurance policies.

Describe and apply the legal framework of insurance organizations.

Expected Outcome Performance: 70.0

ILOs
Core ILOs Analyze and solve problems using critical, logical, and creative thinking; ask questions, pursue a line of inquiry, and derive conclusions; cultivate creativity that leads to innovative ideas.

Communicate clearly, ethically, and creatively; listen actively and engage respectfully with others; consider situational, cultural, and personal contexts within or across multiple modes of communication.

BUSAD
Insurance
Professional Discuss loss exposures, personal risk insurance, and types of personal insurance policies.

Describe the responsibilities and ethical obligations of an insurance professional.

Expected Outcome Performance: 70.0

ILOs
Core ILOs Communicate clearly, ethically, and creatively; listen actively and engage respectfully with others; consider situational, cultural, and personal contexts within or across multiple modes of communication.

Practice ethical and responsible behavior within personal, academic, professional, social, and societal contexts; recognize and welcome diverse lifestyle choices that promote physical, intellectual, psychological, and social well-being.

BUSAD
Insurance
Professional Discuss loss exposures, personal risk insurance, and types of personal insurance policies.

Additional SLO Information

Does this proposal include revisions that might improve student attainment of course learning outcomes?

No

Is this proposal submitted in response to learning outcomes assessment data?

No

If yes was selected in either of the above questions for learning outcomes, explain and attach evidence of discussions about learning outcomes.

No Value

SLO Evidence

No Value

Course Content

Lecture Content

Introduction to Business Ethics (5 hours)

- 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

Ethical Issues in Daily Business Operations (4 hours)

- Individual rights and the business organization
- Employee screening/privacy
- Sexual harassment
- Whistle-blowing
- Employee rights
- Diversity, equal employment, affirmative action
- Accessible work environments (people with different abilities)

Ethics in the Corporate Context (5 hours)

- Financial reporting
- Marketing/advertising techniques
- Workplace health and safety
- Environmental Issues
- Product Safety

Establishing a Code of Ethics (4 hours)

- New images of ethics and organizations
- Communicating ethical standards
- Success stories

Total Hours: 18

Additional Information

Is this course proposed for GCC Major or General Education Graduation requirement? If yes, indicate which requirement in the two areas provided below.

No

GCC Major Requirements

No Value

GCC General Education Graduation Requirements

No Value

Repeatability

Not Repeatable

Justification (if repeatable was chosen above)

No Value

Resources

Did you contact your departmental library liaison?

No

If yes, who is your departmental library liason?

Aisha Conner-Gaten (Business, ESL-Credit)

Did you contact the DEIA liaison?

No

Were there any DEIA changes made to this outline?

No

If yes, in what areas were these changes made:

No Value

Will any additional resources be needed for this course? (Click all that apply)

No Value

If additional resources are needed, add a brief description and cost in the box provided.

No Value