

Course name:	Business Ethics and CSR		
Study programme group:	Cycle of studies:	Study type:	
	2 st	Full-time studies	
Course coordinator:	dr hab. Janusz Czesław Reichel		
Course code:	Year of studies:	Semester:	Language of instruction:
0800-1EAZAK	1	2	english
0800-2EAZAK	2	3	
ECTS credits:	7		
Exam / assessment form:	Exam		
Class type		Total contact hours	Form of conducting classes
Lecture		15	stationary
		15	
A. Shortened (general) subject description			
The main point of the course is to understand how different ethical theories explain moral behaviour and the real world activity. The other central issues are: interactions between environment, society and economy; a role of ethics in business activity. These areas will be explored through literature, real life case studies, presentations, class discussions and other individual or group activities – both during meetings and as homework.			
B. Prerequisite			
Pre-requisites: sufficient English language skills, basics in management			
D. Course Content			
Lecture	Total contact hours		PEU
1. Basic concepts of ethics and morality. The importance and the role of ethics in the society and economy. Ways to justify morality by the various theoretical concepts.	12		PEU_W01 PEU_W02 PEU_W03 PEU_U03 PEU_K01
2. Common problems of moral nature that occur in organizations and how to prevent these problems and their consequences.	8		PEU_W02 PEU_W03 PEU_W04 PEU_U01

		PEU_U02 PEU_U03 PEU_K01
3. Tools to build "ethical infrastructure" in the organization including codes and standards.	6	PEU_W04 PEU_U01 PEU_U02 PEU_U03 PEU_K01
4. Legal regulations relating to issues such as a conflict of interest, corruption, etc.	4	PEU_W03 PEU_W04 PEU_U01 PEU_U03 PEU_K01
<b>Sum</b>	<b>30</b>	

#### E. Methods and Criteria of Assessment

##### Final grade

##### FINAL GRADE FOR THE SUBJECT

is determined according to the algorithm:

Grade for "Lecture" grade \* 100.00 %

Additional requirements to pass the subject:

Grading policy

The grades scheme and points are presented in the following table for both semester:

GradesPoints

5 51 – 60

4+ (4,5)47,5 – 50

441 – 50

3+ (3,5)37,5 – 40

331 – 40

221 – 30

111 – 20

00 – 10

Maximum amount of points equals 60.

The students who failed the course (the grade: 2) will be asked to correct or repeat her/his work that did not reach the level of 50% of assigned points (but that does not change the level of gained points) or will receive the grade 2.

A score below 20 points means that the student failed to participate in the course and thus may not be classified.

Points are assigned to certain combination of following elements; exemplary division of points:

1.Presence (10 points);

2.Tasks and exercises during the classes (20 points);

3.Homeworks (20 points);

4. Final 'Test & Tasks' (10 points);  
 5. Timeliness (100% / 50 % / 0%) \*

Every element of classes has its own minimum level of points and thus conditions of passing/work acceptance – 50% of possible level of points assigned to certain task.

Students collect their points in the first attempt for the every element of classes. When the quality of work is below the required level (50% of assigned points) student is obliged to correct or repeat her/his work but that does not change the level of gained points.

**\* Timeliness**

Timeliness is a key issue in everyday activities of every man specially manager and corporate staff. Our assignments could not be accepted or even has no value if not done in time. Every student should be able to fulfil her/his task on the appropriate level of quality and with respect to time limitations.

The impact of timeliness on final points of every task is as follows:

100% of points when done in time;

50% of points when done in next term (e.g. next day or week);

0% of points when done later.

**Partial grade for the form: Lecture**

The form evaluation is determined based on the results of the following components:

Assessment component	Weight in final grade	Verification
Test/quiz	70.00	PEU_W01 PEU_W02 PEU_W03 PEU_W04 PEU_U01
Assignment / practical tasks	15.00	PEU_W01 PEU_W02 PEU_W03 PEU_W04 PEU_U01 PEU_U02 PEU_U03 PEU_K01
Class activity	15.00	PEU_W01 PEU_W02 PEU_W03 PEU_W04 PEU_U01 PEU_U02 PEU_K01
<b>Sum</b>	<b>100.00</b>	

Grade for Lecture is determined according to the following point scale:  
 Below 51.00% - grade 2

51.00% and more - grade 3  
 61.00% and more - grade 3,5  
 71.00% and more - grade 4  
 81.00% and more - grade 4,5  
 91.00% and more - grade 5

Additional requirements to pass the form:  
 None

## F. Bibliography

### Basic literature

- Crane A., Matten D. 'Business ethics'. Oxford University Press 2007.
- Brooks L.J., Dunn P., Business & Professional Ethics for Directors, Executives & Accountants. South-Western Cengage Learning. 2010.
- Hartley R.F. 'Business Ethics. Mistakes and Successes'. John Wiley & Sons, Inc., USA 2005.
- Visser W., Matten D., Pohl M., Polhurst N., The A to Z of Corporate Social Responsibility. John Wiley & Sons, Inc., USA 2007.

### Supplementary literature

- ISO 26000, EU Green Paper on CSR and other documents and initiatives.
- Articles from (among others): The Journal of Corporate Citizenship. Greanleaf Publishing, The International Journal for corporate social and environmental responsibility. New Academy Review. Respect Publications, Research papers from ICCSR, The McKinsey Quarterly. Business in society. McKinsey&Company, Ethical Corporation.

### Other didactic materials

- Websites on Business Ethics and Corporate Social Responsibility.

## G. Student's Workload in the Course

### Lecture

Form of student activity	Approximate number of hours
Current reading of literature	7
Homework	6
Preparing a glossary	2
Sum	15

## H. Teaching Methods

### Lecture

- Expository methods | Talk, description
- Expository method | Information lecture
- Expository method | Discussion lecture
- Expository method | Problem lecture
- Search methods | Paper discussion

- Search methods | case study

### I. Additional information

Getting knowledge on:

- basic ethical theories,
- main ethical problems in business activity,
- main tools and solutions for ethical problems,
- reducing risk of unethical behaviour in a workplace,

Understanding:

- how ethical theories apply to real case studies,
- interactions between business, society and environment,
- a corporate social responsibility approach.

In the case of distance learning all prepared activities are done on-line.