



## **PSY 205: Applied Professional Ethics**

### **Course Syllabus: Spring, 2019**

### **3 credits**

#### **INSTRUCTOR INFORMATION**

**Instructor:** Dr. Arlene Horne

**Office Location:** Virtual Office

**Office Hours:** By Appointment

**Office Phone:** 903.886.5594

**Office Fax:** 903.886.5780

**University Email Address:** arlene.horne@tamuc.edu

**Preferred Form of Communication:** Email

**Communication Response Time:** 24 hours

**Formatting Emails:** When sending emails, please be sure to state your name and your CWID. *All communications should be professional and well-written. Your emails project and communicate your image.....be sure you do that appropriately.*

#### **COURSE INFORMATION**

**Materials:** All course material will be provided online.

**Textbook(s) Required:** No textbook is required. All readings will consist of journal articles and other media.

#### **Course Description**

This course is designed to provide students with information and a general understanding of the basic principles of ethics.

**Course Objective:** This course is intended to introduce you to the basic elements of ethics. Areas that will be covered include the principles of ethics, the philosophy of ethical concepts, ethical decision-making models, and relevant case studies.

#### **Student Learning Outcomes**

1. An understanding of the principles of ethics in applied professional situations.

2. An understanding of ethical dilemmas and how to incorporate ethical decision-making models in everyday practice.
3. Knowledge of the major concepts, models, and issues of ethics.

## COURSE REQUIREMENTS

### Minimal Technical Skills Needed

A reliable and virus-free computer is required for this course. In addition, because this is a web-based course, constant and reliable internet connection is required. Having a computer breakdown or internet outage are not acceptable reasons for submitting assignments late. No late assignments will be accepted. There are many computer labs on campus and at public libraries. Students in this course must be able to use and navigate in the learning management system, D2L, successfully. All assignments must be posted in D2L and not sent in an email message.

### Instructional Methods

Because this course is a web-based course, meaning that everything is online, all exams and discussions must be completed electronically online. It is not acceptable to complete any assignments by sending them via email. Everything must be posted in D2L in order to be counted.

**Following the instructions in this course is paramount for full credit.** The Discussion assignments will focus on comparing and contrasting or defining a concept in ethics. The Discussions are intended for you to explore and/or reflect on your personal values and ideals. You must keep up to be successful in this course.

Because this course is a flex course, it is basically a full-semester 16-week course packed into 8 weeks. This means that you will need to complete twice the amount of work each week as you would when taking this course during a full semester. Be prepared to work hard, devote a lot of time to the assignments, and keep up with the work.

1. You are required to participate in the online discussions each week. In general, these assignments are designed to augment your comprehension of the material. For obvious reasons, there are absolutely no make-ups for these online class discussions.
2. **You are required to post 2 responses for EACH Discussion Assignment (except for Week 1, Discussion 1), the first of which must be posted by Wednesday of that week** to allow for ample feedback and discussion from all students. The first response will consist of your answers to the assigned discussion questions and must be posted by Wednesday of that week. The other response consists of discussing and responding to another student's post and must be posted by Sunday of that week. All weeks will contain **two** Discussion Assignments (requiring 4 posts total each week except the first week).
3. Discussion postings must be substantive and thoughtful responses to receive full credit. A substantive response includes content and contextual additions, adding something to the discussion. "Wow I agree," or "How interesting," are NOT substantive responses. For full

credit, write at least a few sentences and some of your own original thoughts, not just responses to your classmates.

4. The Discussions are open for posting of your responses from **Mondays at 1:00 am through Sundays at 12:00 midnight** of each week.
5. Each response posting is worth 5 points for a total of 10 points for each Discussion Assignment except for Week 1, Discussion 1.

### **Student Responsibilities or Tips for Success in the Course**

Your participation in this course will directly affect your success. The more hours you spend in the course, the more likely you are to be successful. You should log in to this course a minimum of daily and be sure to complete all readings, discussions, and exams on time.

### **GRADING**

Final grades in this course will be based on the following scale:

A = 90%-100%

B = 80%-89%

C = 70%-79%

D = 60%-69%

F = 59% or Less

### **Assessments**

<b><u>Method</u></b>	<b><u>Percentage</u></b>
Exams	70 %
Quizzes	30 %

The learning outcomes will be assessed by a midterm exam and a final exam, each worth 100 points and 35% of the course grade. The midterm exam will cover all material from Week 1 through Week 3. The final exam will not be comprehensive. It will cover only the material from Week 5 through Week 7. Each exam will include the material from both lecture (the powerpoint slides) and assigned readings and will consist of 50 multiple choice and/or T/F questions. Completion of the Discussion assignments will constitute 30% of the course grade.

The online discussions will consist of a total of 12 discussion posts (answering the assigned questions), each worth 5 points, for a total of 60 points. In addition, your responses to other students' postings are required for 11 (no response is required of Discussion 1 of Week 1) of the postings (each worth 5 points, for a total of 55 points). The grand total for Discussions, then, is 115 points.

## TECHNOLOGY REQUIREMENTS

### LMS

All course sections offered by Texas A&M University-Commerce have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are technical requirements

LMS Requirements:

<https://community.brightspace.com/s/article/Brightspace-Platform-Requirements>

LMS Browser Support:

[https://documentation.brightspace.com/EN/brightspace/requirements/all/browser\\_support.htm](https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm)

YouSeeU Virtual Classroom Requirements:

<https://support.youseeu.com/hc/en-us/articles/115007031107-Basic-System-Requirements>

### ACCESS AND NAVIGATION

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or [helpdesk@tamuc.edu](mailto:helpdesk@tamuc.edu).

**Note:** Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

### COMMUNICATION AND SUPPORT

If you have any questions or are having difficulties with the course material, please contact me.

### Technical Support

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found here:

<https://community.brightspace.com/support/s/contactsupport>

### Interaction with Instructor Statement

Email communications will be responded to within 24 hours except in the case of emergencies. Exam results should be available 24-36 hours after taken.

## COURSE AND UNIVERSITY PROCEDURES/POLICIES

### Course Specific Procedures/Policies

Attendance is required. Missed Discussions and Exams may **NOT** be made up under any circumstances. Instead, an exam may be taken early if the instructor is notified of a potential absence. **NO late work** will be accepted.

### Syllabus Change Policy

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

### University Specific Procedures

#### Student Conduct

All students enrolled at the University must follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the [Student Guidebook](#).

<http://www.tamuc.edu/admissions/registrar/documents/studentGuidebook.pdf>

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: [Netiquette](#)  
<http://www.albion.com/netiquette/corerules.html>

#### TAMUC Attendance

For more information about the attendance policy please visit the [Attendance](#) webpage and [Procedure 13.99.99.R0.01](#).

<http://www.tamuc.edu/admissions/registrar/generallnformation/attendance.aspx>

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf>

#### Academic Integrity

Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

[Undergraduate Academic Dishonesty 13.99.99.R0.03](#)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf>

[Graduate Student Academic Dishonesty 13.99.99.R0.10](#)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/graduate/13.99.99.R0.10GraduateStudentAcademicDishonesty.pdf>

## **Students with Disabilities - ADA Statement**

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

### **Office of Student Disability Resources and Services**

Texas A&M University-Commerce

Gee Library-Room 162

Phone (903) 886-5150 or (903) 886-5835

Fax (903) 468-8148

Email: [Rebecca.Tuerk@tamuc.edu](mailto:Rebecca.Tuerk@tamuc.edu)

Website: [Office of Student Disability Resources and Services](#)

<http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/>

## **Nondiscrimination Notice**

Texas A&M University-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

## **Campus Concealed Carry Statement**

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the [Carrying Concealed Handguns On Campus](#) document and/or consult your event organizer.

Web url:

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

## COURSE OUTLINE / CALENDAR

This schedule is to be used as a guide. It is possible that it will change.

<b>Dates</b>	<b>Topic</b>
<b>3/18 - 3/24</b>	Discussion 1: Introductions Discussion 2: Ethical Principles
<b>3/25 - 3/31</b>	Discussion 1: Ethical Codes Discussion 2: Personal Ethics
<b>4/1 - 4/7</b>	Discussion 1: Moral Development Discussion 2: Moral Development
<b>4/8 - 4/14</b>	<b>MIDTERM EXAM</b>
<b>4/15 - 4/21</b>	Discussion 1: Privacy and HIPAA Discussion 2: Cultural Ethics
<b>4/22 - 4/28</b>	Discussion 1: Ethical Issues Discussion 2: Permitted Suicide
<b>4/29 - 5/5</b>	Discussion 1: Ethical Decision-Making Discussion 2: Ethical Dilemmas
<b>5/6 - 5/10</b>	Discussion 1: Discussion and Evaluation <b>FINAL EXAM</b>