INSTRUCTOR

Email: Culbert.Deborah@mycourses.spcollege.edu
Phone: 727-394-6003
Office Hours/Instructor Availability: 15 minutes before class (in the classroom) or by appointment
Instructor Web Page: https://web.spcollege.edu/instructors/id/culbert.deborah
Course Web Page: https://mycourses.spcollege.edu/d2l/home
Department Web Page: https://go.spcollege.edu/ethics/

ACADEMIC DEPARTMENT

Academic Chair, South Campuses: Christian Moriarty
College of Policy, Ethics & Legal Studies
Office Location: SP Gibbs Campus
Moriarty.Christian@spcollege.edu
Office Number: 727-341-4335

Dean: Susan Demers
College of Policy, Ethics & Legal Studies
Office Location: Clearwater Campus CL SS
Office Number: 727-791-2503

COURSE INFORMATION

Course Details:
This is a 16-week semester lecture class. This class meets on Mondays and Wednesdays (face-to-face) from 1/14 – 5/10/2019. Our class will meet Mo/We 3:30PM - 4:45PM in classroom SPG-EI 117 on the St. Pete Gibbs Campus.

Course Description:
This course is a practical overview of key issues, questions and concepts in applied ethics. Special emphases are placed on the historical development of ethical thinking, a variety of ethical approaches and on multicultural aspects of ethics. Students will also examine a variety of personal, social and professional ethical issues and problems and learn methods of resolving them through the use of critical thinking skills, sound ethical reasoning and legal and professional codes. Students are provided an active learning experience, increased student interaction and opportunities for independent research into ethical issues of personal interest. This course partially satisfies the writing requirements outlined in the General Education Requirements. This course meets the College's general education requirements for applied ethics. Credit is not given for both PHI 1600 and any of the following courses: PHI 1603, PHI 1602H, PHI 1631, PHI 2621, PHI 2622, PHI 2635 or PHI 2649.

Prerequisite: (REA 0017 and ENC 0025) or EAP 1695 or appropriate score on the SPC placement exam
Course Topic: General Ethics
This course is a practical overview of key issues, questions and concepts in applied ethics. Special emphases are placed on the historical development of ethical thinking, a variety of ethical approaches and on multicultural aspects of ethics.

Learning Outcomes and Objectives:
1. The student will identify historical developments in ethical thinking, comparing ideas from early Greek to contemporary philosophers by:
   a. defining central ethical terms.
   b. describing major historical and contemporary theories of ethics.
2. The student will identify and analyze a variety of ethical issues when presented with examples by:
   a. distinguishing between moral and non-moral issues.
   b. classifying personal, social, and professional ethical issues.
   c. evaluating various perspectives regarding personal, social and professional ethical issues.
3. The student will analyze diversity in ethics by:
   a. identifying societal values.
   b. differentiating between examples of ethical and unethical behavior within societies.
   c. evaluating the effect of unethical behavior on the individual and the society.
4. The student will apply critical thinking skills and ethical principles to resolve ethical issues by:
   a. describing methods of ethical decision-making.
   b. employing philosophical principles to resolve ethical dilemmas when presented with actual and hypothetical ethical issues found in personal, social and professional life.
   c. describing the distinguishing characteristics and emphases of a variety of professional codes of ethics (including the Florida Code of Ethics for Public Employees) and relating the codes to ethical issues in contemporary professional life.
5. Students will evaluate codes of ethics in the professional, corporate and government context by:
   a. identifying and critiquing specific code(s) of ethics relating to their chosen careers.
   b. applying code(s) of ethics relating to their chosen careers to resolve ethical dilemmas.

Criteria Performance Standard:
The student will demonstrate successful achievement of the above stated objectives at a minimum 70 percent level of accuracy through classroom measures developed by the individual course instructors.

C&I Approval, BOT Approval, Effective Term: Fall 2015 (505)

REQUIRED TEXTBOOK & OTHER RESOURCE INFORMATION

Required Textbook:

Purchase Print Book:
ISBN-10: 1323418857

OR

Purchase E-book access card:
ISBN-10: 132378103X
Please Note: It is the student's responsibility to order the textbook in a timely manner so that the text is available the first day of class. Textbooks may be available at St. Petersburg College libraries but must be read at the library.
Library: http://www.spcollege.edu/current-students/learning-resources

DISCIPLINE SPECIFIC INFORMATION / GORDON RULE:

PHI 1600 is a Gordon Rule Class (the Gordon Rule originated with the Florida legislature). The Florida Department of Education requires students to demonstrate college-level writing skills through multiple assignments. Success is measured as a letter grade of C or higher. More information is available at https://info.fldoe.org/docushare/dsweb/Get/Document3756/gordonrule_memo.pdf
https://www.flrules.org/gateway/ruleNo.asp?id=6A-10.030

IMPORTANT DATES / ACADEMIC CALENDAR

2018-2019 Academic Calendar http://www.spcollege.edu/academic-calendar
Final Exam Schedule file:///C:/Users/Deb/AppData/Local/Temp/Final-Exam-Schedule-Spring-2019.pdf

SEMESTER AGENDA

The Semester Agenda is available in larger font in our course at Course Content: Welcome Folder. The Agenda provides guidelines for assignments and due dates. The Agenda is subject to change to accommodate thorough understanding of course information and student success.

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**SPECIAL ACCOMMODATIONS**

If you wish to request accommodations as a student with a documented disability, please make an appointment with the Learning Specialist on campus. If you have a documented hearing loss, please contact the Program for the Deaf/Hard of Hearing at 791-2628. If you need assistance during an emergency classroom evacuation, please contact your campus learning specialist immediately about arrangements for your safety. The Office of Services for Students with Disabilities can be reached at 791-2628 or 791-2710 (CL), 341-4758 (SP/G), 394-6108 (SE), 712-5789 (TS) or 341-4532 (AC).
ATTENDANCE

The college-wide attendance policy is included in the Syllabus Addendum
https://go.spccollege.edu/Addendum/

This policy notes that each instructor is to exercise professional judgment and define “active participation” in class (and therefore “attendance”) and publish that definition in each syllabus. SPC requires instructors to record student attendance during each scheduled class. Grades will be lower based on absences. Because this class meets twice weekly for only 12 weeks, you may accrue up to (not exceeding) two (2) unexcused absences total before exceeding the maximum number of absences allowed for the entire semester.

1. **You are subject to being dropped at 60% participation if you accumulate more than four (4) unexcused absences in this class.**
   
   Please note: Two (2) unexcused tardies will count as one (1) unexcused absence.

2. If you have valid extenuating circumstances why you must miss a class, you may negotiate an excused absence with the instructor with valid documentation for the absence.

3. Excused absences require a written explanation by a professional. Some examples are a doctor or dentist’s note with specific dates, a signed letter from your boss on company letterhead, a court summons, hospital discharge papers, or military orders.

4. Excused absences will not count against you for attendance.

5. Excused absences do not necessarily provide extended due dates.

6. Excused tardies will be accessed on a case-by-case basis.

7. **Students who are no-shows in the first two weeks will automatically receive W’s.**

8. **Students are required to withdraw themselves on or before the 60% point in the course to receive a W.** (See Academic Calendar for date and information on financial implications.)

9. Students who stop participating by the 60% mark, or who self-withdraw after the 60% mark, will automatically receive WF’s.

10. It is the student’s responsibility to notify the instructor of any absence and provide documentation for excused absences. * Please review policy on missed/late work below.

**Veterans’ Attendance Policy:**

The Veterans' Administration requires timely reporting of students who are receiving Veterans' benefits and who are no longer attending classes. To meet these requirements, a report is completed whenever a student receiving VA benefits misses two consecutive classes.

**60% PARTICIPATION**

Students must meet 60% active participation before the last day to withdraw with a “W” (please review the Academic Calendar). Students should check with their counselor as there may be financial restrictions and/or penalties for withdrawing. Students may be dropped for not meeting 60% active participation.

60% active participation requires the following:

- Active participation in class discussion
- Successful completion of 60% of all course work
• No unexcused absences beyond the allowable limit (please review the attendance and tardy policy above)

GRADING

Your final grade in this class will be based on the grades you earn throughout the semester. The final grades will be determined as follows:
A = 90-100%
B = 80-89%
C = 70-79%  Students must earn a 70% or higher to pass (SPC Policy).
D = 60-69%
F = 0-59%

The grading system addresses opportunities for success across different learning styles challenging higher order cognitive and affective skills. This is a SPC College Writing Requirement course; all assignments must demonstrate college-level writing ability in accordance with Florida State law (See Gordon Rule above). Great effort is made to grade your work as quickly and as possible.

ACADEMIC HONESTY

St. Petersburg College has an Academic Honesty policy. It is your responsibility to be familiar with the policies, rules, and the consequences of violations. Read about the policy at https://go.spcollege.edu/AcademicHonesty/. This information is testable in the Syllabus Quiz.

This is an ethics class with zero tolerance for ANY breach of academic honesty!

Discipline can range from a zero on a specific assignment to expulsion from the class with a grade of F. Note that copy/pasting published information, whether it’s from our textbook or off the Internet, without citing your source is plagiarism and violates this policy. Even if you change the words slightly, the ideas are someone else’s, so you must cite your sources. Cheating, plagiarism, bribery, misrepresentation, conspiracy and fabrication are defined in Rule 6Hx23-4.461, Student Affairs: Academic Honesty Guidelines, Classroom Behavior.

ASSIGNMENT INFORMATION

Assignments are due online in mycourses drop boxes and/or TURNITIN drop boxes. The agenda, the calendar with assignment due dates, instructions and rubrics are available on mycourses as are lecture slides/notes and additional course information. Internet access is necessary. Students must have a backup plan for dealing with personal computer issues and/or internet access. Our course is available at https://mycourses.spcollege.edu/d2l/home

Assignments are DUE NO LATER THAN 11:00 p.m. on the due date. If you cannot access a drop box, please send your assignment as an attachment through mycourses email BEFORE 11:00 p.m. ON OR BEFORE THE DUE DATE.
Presentation of Assignments:

APA format and citations are required for all written work. Students may request permission for MLA.
http://spcollege.libguides.com/hecapa
https://owl.english.purdue.edu/media/jpeg/APAPoster09.jpg
APA formatted outlines may be provided for some assignments.

Please review the information and ask me (or a librarian) for assistance if necessary. Key points include-
1. Written work should be 12-font Times New Roman and double-spaced.
2. Margins should be set at default (1” on all sides)
3. Title page including (EXAMPLE- SHOULD BE DOUBLE-SPACED):
   Title of your paper
   Your name
   St. Petersburg College
   Prof. Culbert
   PHI 1600-145-1838
   Word Count- ______
4. Word count does not include title page or reference page.
5. Proper credit to other authors with BOTH APA text and reference citations are required.
6. Reference page.

Other Important Notes for SUCCESS:

- Firefox is the required internet browser. Other browsers may appear to work with mycourses but your work may not submit properly and quizzes or other assignments may not submit correctly.
- If using a MAC, please remember to save and submit your work as a word document.
- Assignments are to be submitted to the appropriate drop boxes under Course Content of our mycourses class unless specifically stated otherwise by the instructor.
- Submissions should be made by word document attachments unless instructed otherwise.
- Some assignments may be turned in for a grade through a TURNITIN drop box.
- All assignments and learning assessments of all types are due before 11:00 p.m. unless stated otherwise prior to the due date. This includes written work, quizzes, exams and any other assignments.
- If you ever have trouble submitting to an open drop box or other assignment, you should submit your work through mycourses email to your instructor BEFORE THE TIME AND DATE IT IS DUE.

POLICY ON MISSED / LATE WORK:

As a rule, late work is not accepted. Students should work in advance and submit work BEFORE it is due. If a student expects to be absent on the day an in-class assignment is due, he/she should submit assignments in advance of the due date. Any late work that is accepted is liable to a deduction of points. Late work is accepted under extremely rare circumstances and only with documentation, such as, hospital admission/discharge paperwork or military orders. It is the student’s responsibility to turn in assignments through the online drop boxes (or as instructed) on or before 11:00 p.m. on the assigned due dates. Due dates are posted in advance. This policy applies to all assignments unless instructed otherwise.
ASSIGNMENTS/LEARNING ASSESSMENTS:

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quizzes (Syllabus and Chapters 1-13)</td>
<td>280</td>
</tr>
<tr>
<td>Writing Sample</td>
<td>100</td>
</tr>
<tr>
<td>Critical Thinking Exercises</td>
<td>250</td>
</tr>
<tr>
<td>Personal Code of Ethics</td>
<td>100</td>
</tr>
<tr>
<td>Professional Code of Ethics Analysis Paper</td>
<td>100</td>
</tr>
<tr>
<td>Hot Topics</td>
<td>60</td>
</tr>
<tr>
<td>Final Exam</td>
<td>100</td>
</tr>
<tr>
<td>Attendance</td>
<td>10</td>
</tr>
</tbody>
</table>

Total Points Available (does not include extra credit): 1000

Please do your required reading before our class meetings. It is easy to get lost without being prepared for class- this is especially true with Chapters 4-7. Refer to the agenda in Course Content for required reading and the course calendar for dates for all assignments. Be prepared for class! Be successful!

The Quizzes are short and online. These are meant to solidify what you read. The first quiz covers the syllabus, syllabus addendum, and honesty policy. The remaining quizzes cover the textbook (Chapters 1-12) or class lecture (Chapter 13). Questions are developed from the review questions at the end of the chapters, the summary, and the vocabulary. Some quizzes are directly related to the class lecture and/or lecture notes and will be stated as such. Quizzes are available in Course Content.

The Writing Sample is your first opportunity to practice stating your opinion in APA format and hone your critical thinking skills. Instructions will be reviewed in class and available in Course Content.

The Critical Thinking Exercises are central to the goals and objectives of this class. They are based on the thinking and decision-making skills acquired in Chapter 4. Instructions will be reviewed in class.

The Personal Code of Ethics involves a lot of thinking and a little writing. Don’t miss the instructions and modelling in this class. It’s a great way to boost up your grade.

The Professional Code of Ethics Analysis Paper is your analysis of the professional code of ethics for your intended profession following specific guidelines. Instructions will be reviewed in class.

Hot Topics are in class ethical arguments on a variety of topic. This is often the favorite part of the class for students. There are two components to earning these points-
1. Submission of your research link to the drop box the night before discussion, AND
2. Class discussion.
Topics will be determined in advance by you and your classmates.

The Final Exam is an exercise in higher order brain function. If you follow instructions, answer the questions, thoughtfully and carefully justify your answers, then there can be no wrong answers. We will review. The key is following instructions, understanding the course material, and knowing how to justify your answers (critical thinking).
Attendance points are earned by not exceeding the allowed number of unexcused absences all semester. Attendance points are not pro-rated.

Extra Credit (XC)
The Pre-Test, Post-Test, and Student Survey of Instruction (SSI) are extra credit. There are other opportunities for extra credit including Ethics Department Events. These will be presented in advance and will appear on the calendar.

EXPECTATIONS:

Students’ expectations:
- Assignments will be graded as fairly and quickly as possible.
  - Please note that Critical Thinking Exercises take a great deal of time to grade fairly.
- Feedback will be provided to improve understanding.
- Instructor will be knowledgeable on course content.
- Instructor will listen and respond to student concerns.
- Instructor will care about all students as individuals.
- Demands of the course will be reasonable with due dates appropriate for the amount of work required.
- Class discussion will not be based on the textbook alone.
- All questions will be taken seriously.
- Respect is due to all members of the class.
- Instructor will be available 15 minutes prior to class for your questions.
- Instructor will address your questions through mycourses email.
- Instructor is willing to assist students by appointment (as it fits within her schedule).

Instructor’s Expectations:
- Students will have access to SPC online and have a backup plan in the event of personal computer or connection issues or you lose power.
- Students will have the textbook before the course begins or be willing to spend time reading at the SPC campus library.
- Students will be prepared for class by completing the required reading before class and having questions ready.
- Listen carefully to others and be open to improving your own opinions.
- Respect everyone’s ideas- take care not to put others down when you disagree.
- Respect everyone’s right to privacy- no recordings of any type or photos in the classroom.
- Don’t wait until the last minute to complete assignments!
- Monitor your grades throughout the semester and ask questions if you think there’s an issue.
- Back up all your written work on a removable drive.
- Keep things lighthearted.
- Show up on time for every class.
- Contribute to class discussion.
- Regularly check the course website for information about the course.
- It is your responsibility to contact me immediately if you need assistance with course work. I am always more than willing, so please ask- don’t wait until the last minute.

STRIVE FOR SUCCESS!

THIS SYLLABUS IS SUBJECT TO CHANGE AS NECESSARY