Instructor: Margarita Muñiz  
Office Hours: by appointment
Email: mmuniz@andromeda.rutgers.edu
Cell: 201-259-6007

COURSE DESCRIPTION

Examines selected ethical problems and dilemmas facing public servants, including conflict of interest, confidentiality, deception, the appearance of impropriety, official disobedience, whistle-blowing, human rights, and the moral responsibilities of leaders and citizens.

Note: Course is Writing Intensive.


STUDENT LEARNING OBJECTIVES/OUTCOMES

• To develop awareness of specific ethical issues and problems.
• To expand ethical decision-making capacity in the execution of public service.
• To appreciate the constraints on and expectations of public administrators/servants.
• To be better prepared to participate, manage and lead in the public sector.

REQUIRED COURSE MATERIAL

• The Star Ledger and/or New York Times.

ADDITIONAL COURSE MATERIAL

https://casesimportal.newark.rutgers.edu/ethics
COURSE REQUIREMENTS AND PRACTICES

Readings: Students are expected to complete all assigned readings before each class meeting. Class discussions will provide a venue to share insights gained from the assigned readings and to ask questions about issues of concern from the readings. Students are also responsible for reading all supplemental material assigned or provided.

Ethics in current events paper: Students are expected to review The New York Times and/or The Star Ledger on a daily basis. In a 2 page paper, students will identify an issue that reveals an ethical dilemma. Students must describe the dilemma, state the facts leading up to the dilemma, provide a brief description of all of the stakeholders involved in the dilemma and/or who have an interest in the outcome of the dilemma, offer suggestions for best dealing with and/or solving the dilemma, and explain why the offered suggestion is ideal given the circumstances.

Students will write 7 papers during the course of the semester. Papers will be graded for clarity and comprehensiveness. Papers must be typewritten in 12 point font size (Times New Roman), double spaced, and have one-inch margins all around. All papers must be submitted on their due date at the start of class.

Final Student Presentations: Students will present a five minute long presentation on Ethical Public Leadership using no less than two and no more than four ethical problems and dilemmas facing public servants. The presenter will allow apx. two minute during his/her presentation to facilitate a discussion with the class based on various points raised in his/her presentation.

Class attendance: Attendance is critically important for class participation. As such, students’ attendance and active participation are both desired and expected. Failure to attend a class or leaving class before its conclusion will constitute an absence, unless a documented excuse is provided. If you miss more than three (3) classes without a documented excuse, your ability to pass this class will be placed in serious jeopardy. Missing four (4) or more classes without a documented excuse will result in automatic failure. Tardiness will not be tolerated.

Class Participation: Cooperative learning can only happen if students engage in the widest possible level of participation. This means students are required to participate regularly and discuss from an informed perspective. Students are encouraged to turn their feelings and opinions into dialogue - ground them in the reading, lectures, news reports, etc. Such discussions will be impossible without a basic level of courtesy and respect. Consequently, certain types of speech will not be tolerated. This includes offensive remarks and personal attacks that demean and belittle other students. Constructively criticize ideas. Do not attack individuals.

The use of cell phones (including texting and surfing the Internet), is prohibited in class!! Students engaging in such behavior are not actively participating.
Review of Expectations:

- Arrive on time
- Attend all classes
- Be prepared for class
- Contribute in class and in group learning
- Actively listen
- Critically think
- Ask questions
- Complete all assignments
- Be respectful – Adhere to University Ethics and Academic Integrity Policies and Guidelines [http://studentconduct.rutgers.edu/academic-integrity](http://studentconduct.rutgers.edu/academic-integrity)
- Keep cell phones off or on a quiet vibrate

**Grading**

<table>
<thead>
<tr>
<th>Class Participation</th>
<th>15%</th>
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<tbody>
<tr>
<td>Ethics in Current Events Reflection Papers</td>
<td>25%</td>
</tr>
<tr>
<td>Midterm</td>
<td>25%</td>
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<tr>
<td>Final Student Presentations</td>
<td>35%</td>
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COURSE TOPICS

Week 1 – Sept. 2nd
Welcome and Introductions

Week 1 – Sept. 4th
Svara – Chapter 1

Week 2 – Sept. 9th
Administrative Ethics
Svara – Chapter 2
Menzel Chapter 1

Week 2 – Sept. 11th
Ethics in Current Events Paper Due – Paper #1

Week 3 – Sept. 16th
Sense of Duty
Svara – Chapter 3

Week 3 – Sept. 18th
Menzel Chapter 2

Week 4 – Sept. 23rd
Reinforcing and Enlarging Duty
Svara – Chapter 4

Week 4 – Sept. 25th
Guest Speaker - TBD
Ethics in Current Events Paper Due – Paper #2

Week 5 – Sept. 30th
Code of Ethics
Svara – Chapter 5

Week 5 – Oct. 2nd
Menzel Chapter 3

Week 6 – Oct. 7th
Challenges to Ethical Behavior
Svara – Chapter 6
Menzel Chapter 4

Week 6 – Oct. 9th
Ethics in Current Events Paper Due – Paper #3

Week 7 – Oct. 14th
Resolving Ethical Dilemmas
Svara – Chapter 7

Week 7 – Oct. 16th
Menzel Chapter 5

Week 8 – Oct. 21st
Guest Speaker - TBA

Week 8 – Oct. 23rd
Ethics in Current Events Paper Due – Paper #4
Week 9 – Oct. 28th  Whistleblowing
                    Svara – Chapter 8

Week 9 – Oct. 30th  Menzel Chapter 5

Week 10 – Nov. 4th  Elevating Ethical Behavior
                    Svara – Chapter 9

Week 10 – Nov. 6th  Guest Speaker - TBA
                    Ethics in Current Events Paper Due – Paper #5

Week 11 – Nov. 11th  Mandating Duty
                    Svara – Chapter 10

Week 11 – Nov. 13th  Menzel Chapter 6

Week 12 – Nov. 18th  The Duties of Public Administrators
                    Svara – Chapter 11
                    Menzel Chapter 7

Week 12 – Nov. 20th  Ethics in Current Events Paper Due – Paper #6

Week 13 – Nov. 25th  Review Syara – Chapter 1 - 5

Week 13 – Nov. 27th  NO CLASS

Week 14 – Dec. 2nd  Guest Speaker - TBA
                    Review Syara – Chapter 6 - 11

Week 14 – Dec. 4th  Review Menzel Chapter 1 -7
                    Ethics in Current Events Paper Due – Paper #7

Week 14 – Dec. 9th  Final Student Presentations

Week 14 – Dec. 11th  NO CLASS – Reading Session Begins

Week 15 – Dec. 16th  Final Student Presentations

Week 15 – Dec. 18th  Final Student Presentations

Please note that this syllabus is subject to change.