



BUS300 BUSINESS ETHICS AND SUSTAINABILITY T324 Brief

All information in the Subject Outline is correct at the time of approval. KOI reserves the right to make changes to the Subject Outline if they become necessary. Any changes require the approval of the KOI Academic Board and will be formally advised to those students who may be affected by email and via Moodle.

Information contained within this Subject Outline applies to students enrolled in the trimester as indicated

1. General Information

1.1 Administrative Details

Associated HE Award(s)	Duration	Level	Subject Coordinator
B Bus (Accg); B Bus (Mgt & Finance)	1 trimester	Level 3	Dr Steffi (Jianchun) LI jianchun.li@koi.edu.au P: +61 (2) 9283 3583 L: Level 1, 545 Kent St. Consultation: via Moodle or by appointment.

1.2 Core / Elective

This is a core subject for B Bus (Mgt & Finance). This is an elective subject for B Bus (Accg)

1.3 Subject Weighting

Indicated below is the weighting of this subject and the total course points.

Subject Credit Points	Total Course Credit Points
4	BBus(Accg) 96; BBus (Mgt & Finance) 96

1.4 Student Workload

Indicated below is the expected student workload per week for this subject.

No. timetabled hours/week*	No. personal study hours/week**	Total workload hours/week***
4 hours/week (2 hour Lecture + 2 hour Tutorial)	6 hours/week	10 hours/week

* Total time spent per week at lectures and tutorials

** Total time students are expected to spend per week in studying, completing assignments, etc.

*** Combination of timetable hours and personal study.

1.5 Mode of Delivery Classes will be face-to-face or hybrid. Certain classes will be online (e.g., special arrangements).

1.6 Pre-requisites MGT100 Introduction to Management *and*
BUS100 Professional Communication Skills (previously named Business Study Skills)

1.7 General Study and Resource Requirements

- Students are expected to attend classes with the weekly worksheets and subject support material provided in Moodle. Students should read this material before coming to class to improve their ability to participate in the weekly activities.
- Students will require access to the internet and their KOI email and should have basic skills in word processing software such as MS Word, spreadsheet software such as MS Excel and visual



presentation software such as MS PowerPoint.

- Computers and WIFI facilities are extensively available for student use throughout KOI. Students are encouraged to make use of the campus Library for reference materials.

Resource requirements specific to this subject: There are no specific resources for this subject.

1.8 Academic Advising

Academic advising is available to students throughout teaching periods including the exam weeks. As well as requesting help during scheduled class times, students have the following options:

- Consultation times: A list of consultation hours is provided on the homepage of Moodle where appointments can be booked.
- Subject coordinator: Subject coordinators are available for contact via email. The email address of the subject coordinator is provided at the top of this subject outline.
- Academic staff: Lecturers and Tutors provide their contact details in Moodle for the specific subject. In most cases, this will be via email. Some subjects may also provide a discussion forum where questions can be raised.
- Head of Program: The Head of Program is available to all students in the program if they need advice about their studies and KOI procedures.
- Vice President (Academic): The Vice President (Academic) will assist students to resolve complex issues (but may refer students to the relevant lecturers for detailed academic advice).

2. Academic Details

2.1 Overview of the Subject

This subject provides an in-depth analysis of issues confronting managers in a rapidly changing world, including climate change, new forms of work, increased diversity in the workplace and corporate social responsibility. Contemporary ethical and environmental issues are examined and best practice managerial techniques are explored to show how these can improve both environmental outcomes of businesses and companies' financial results and lead to new business opportunities. Students will have opportunities to apply broad theoretical and technical knowledge in developing and communicating solutions to complex problems. Students will also examine some western moral philosophy and apply it in an organisational context.

2.2 Graduate Attributes for Undergraduate Courses

Graduates of the *Bachelor of Business (Accounting)*, and the *Bachelor of Business (Management and Finance)* courses from King's Own Institute will achieve the graduate attributes expected from successful completion of a Bachelor's degree under the Australian Qualifications Framework (2nd edition, January 2013). Graduates at this level will be able to apply an advanced body of knowledge from their major area of study in a range of contexts for professional practice or scholarship and as a pathway for further learning.

King's Own Institute's generic graduate attributes for a bachelor's level degree are summarised below:

	KOI Bachelor Degree Graduate Attributes	Detailed Description
	Knowledge	Current, comprehensive and coherent knowledge
	Critical Thinking	Critical thinking and creative skills to analyse and synthesise information and evaluate new problems
	Communication	Communication skills for effective reading, writing, listening and presenting in varied modes and contexts and for transferring knowledge and skills to a variety of audiences



	Information Literacy	Information and technological skills for accessing, evaluating, managing and using information professionally
	Problem Solving Skills	Skills to apply logical and creative thinking to solve problems and evaluate solutions
	Ethical and Cultural Sensitivity	Appreciation of ethical principles, cultural sensitivity and social responsibility, both personally and professionally
	Teamwork	Leadership and teamwork skills to collaborate, inspire colleagues and manage responsibly with positive results
	Professional Skills	Professional skills to exercise judgement in planning, problem solving and decision making

Across the course, these skills are developed progressively at three levels:

- **Level 1 Foundation** – Students learn the basic skills, theories and techniques of the subject and apply them in basic, stand-alone contexts.
- **Level 2 Intermediate** – Students further develop skills, theories and techniques of the subject and apply them in more complex contexts, beginning to integrate the application with other subjects.
- **Level 3 Advanced** – Students have a demonstrated ability to plan, research and apply the skills, theories and techniques of the subject in complex situations, integrating the subject content with a range of other subject disciplines within the context of the course

2.3 Subject Learning Outcomes

This is a Level 3 subject.

Listed below, are key knowledge and skills students are expected to attain by successfully completing this subject:

Subject Learning Outcomes	Contribution to Graduate Attributes
a) Analyse the broad context of contemporary governance and management of business ethics in organisations.	
b) Evaluate and critique organisational responses to issues of business ethics.	
c) Investigate some of the major environmental problems society is facing today.	
d) Justify the importance of ethics and corporate social responsibility in organisations.	
e) Write a research report by doing a literature review and present your findings.	

2.4 Subject Content and Structure

Below are details of the subject content and how it is structured, including specific topics covered in lectures and tutorials. Reading refers to the text unless otherwise indicated.



Weekly Planner:

Week (beginning)	Topic covered in each week’s lecture	Reading(s)	Expected work as listed in Moodle
1 28 Oct	Introducing business ethics	Crane & Matten Ch. 1	Tutorial Discussions
2 04 Nov	Framing business Ethics: CSR Stakeholders & Citizenship Global trends: How they impact corporate values, responsibility and strategy	Crane & Matten Ch.2	Tutorial Discussions
3 11 Nov	Evaluating business ethics	Crane & Matten Ch. 3	Tutorial Discussions
4 18 Nov	Making decisions in business ethics: Descriptive ethical theories	Crane & Matten Ch 4	Tutorial Discussions Assessment 2 due: Formative Assessment
5 25 Nov	Managing business ethics	Crane & Matten Ch. 5	Tutorial Discussions
6 02 Dec	Shareholders and business ethics	Crane & Matten Ch. 6	Tutorial Discussions Assessment 3 due: Individual Assessment
7 09 Dec	Employees and business ethics	Crane & Matten Ch. 7	Tutorial Discussions
8 16 Dec	Consumers and business ethics	Crane & Matten Ch. 8	Tutorial Discussions
9 06 Jan	Suppliers, competitors and business ethics	Crane & Matten Ch. 9	Tutorial Discussions Assessment 4 due: Group Report
10 13 Jan	Civil society and business ethics	Crane & Matten Ch. 10	Group Presentation Tutorial Discussions
11 20 Jan	Government, regulation and business ethics	Crane & Matten Ch. 11	Tutorial Discussions
12 28 (Tue) Jan	Conclusions and future perspectives	Crane & Matten Ch. 12	Tutorial Discussions Assessment 5 due: Final Individual Report
13 03 Feb	Study review week and Final Exam Week		
14 10 Feb	Examinations Continuing students - enrolments for T125 open	Examinations Continuing students - enrolments for T324 open	
15 17 Feb	Student Vacation begins New students - enrolments for T125 open		



16 24 Feb	Results Released Review of Grade Day for T324 – see Sections 2.6 and 3.2 below for relevant information. Certification of Grades NOTE: More information about the dates will be provided at a later date through Moodle/KOI email.
T125 3 Mar 2025	
1 03 Mar	Week 1 of classes for T125

2.5 Teaching Methods/Strategies

Briefly described below are the teaching methods/strategies used in this subject:

- *Lectures* (2 hours/week) are conducted in seminar style and address the subject content, provide motivation and context and draw on the students' experience and preparatory reading.
- *Tutorials* (2 hours/week) include class discussion of case studies and research papers, practice sets and problem-solving and syndicate work on group projects. Tutorials often include group exercises and so contribute to the development of teamwork skills and cultural understanding. Tutorial participation is an essential component of the subject and contributes to the development of many of the graduate attributes (see section 2.2 above). Tutorial participation contributes towards the assessment in many subjects (see details in Section 3.1 for this subject). Supplementary tutorial material such as case studies, recommended readings, review questions etc. will be made available each week in Moodle.
- *Online* teaching resources include class materials, readings, model answers to assignments and exercises and discussion boards. All online materials for this subject as provided by KOI will be found in the Moodle page for this subject. Students should access Moodle regularly as material may be updated at any time during the trimester
- *Other contact* - academic staff may also contact students either via Moodle messaging, or via email to the email address provided to KOI on enrolment.

2.6 Student Assessment

Provided below is a schedule of formal assessment tasks and major examinations for the subject.

Assessment Type	When assessed	Weighting	Learning Outcomes Assessed
Assessment 1: Class Contributions and Participation	Week 3 - Week 12	10%	a, b, c, d, e
Assessment 2: Short Essay (500 ±10%)	Week 4	10%	a, b
Assessment 3: Individual Assessment (1,500 ±10%)	Week 6	20%	a, b, d, e



Assessment 4: Group Report (3,000 $\pm$ 10%) Group Presentation	Week 9	25% 10%	a, b, c, d, e
Assessment 5: Final Individual Report (2,000 $\pm$ 10%)	Week 12	25%	a, b, c, d, e

Requirements to Pass the Subject:

To gain a pass or better in this subject, students must gain a *minimum of 50%* of the total available subject marks.

2.7 Prescribed and Recommended Readings

Provided below, in formal reference format, is a list of the prescribed and recommended readings.

Prescribed Text:

Crane, A., Matten, D., Glozer, S., & Spence, L., 2019. *Business ethics: managing corporate citizenship and sustainability in the age of globalization*, 5th edition. Oxford University Press, Oxford.

Recommended Reference text books:

Becker, C. U. *Business Ethics Methods and Application*. 2019. Exeter Devon UK. Routledge.

Carroll, A.B. and Buchholtz, A.K., 2018. *Business and society: Ethics and stakeholder management*. [e - book] 10th ed. Boston: Cengage Learning. Available from: ProQuest Ebook Central.

Daft, R. 2018. *The leadership experience* (7th Ed.). Canada. Cengage Learning.

DesJardins, J. 2020. *An Introduction to Business Ethics* 6th Ed. N. Y. McGraw Hill

Spinello, R. 2020 *Business Ethics contemporary Issues and Cases*. USA. Sage Publishing.

Travino, L. K. & Nelson, K. A. 2019 *Managing Business Ethics: Straight Talk about How to Do It Right*, 7th Ed USA. Wiley.

Zeyen, A. & Beckmann, M. 2019. Social Entrepreneurship and Business Ethics understanding the contribution and normative ambivalence of purpose-driven venturing. U.K. Routledge

References available from EBSCOhost research databases:

Chan, K.W. and Liu, Y., 2016. Voice more and stay longer: How ethical leaders influence employee voice and exit intentions. *Business Ethics Quarterly*, [e - journal] 26(3).

Chell, E., Spence, L.J. Perrini, F. and Harris, J.D., 2016. Social entrepreneurship and business ethics: Does social equal ethical? *Journal of Business Ethics*, [e - journal] 133(4).

Engert, S., Rauter, R. and Baumgartner, R.J., 2016. Exploring the integration of corporate sustainability into strategic management: A literature review. *Journal of Cleaner Production*, [e - journal] 112.

Garcia-Meca, E., Uribe-Bhorquez, M. and Cuadrado-Ballesteros, B., 2018. Culture, board composition and



corporate social reporting in the banking sector. *Administrative Sciences*, [e - journal] 8(3), pp.1-23.

Isa, S.M., Kiong, L.L. and Kiumarsi, S., 2017. Consumers responses towards corporate social responsibility: Electronic brands in Malaysia. *Global Business and Management Research*, [e - journal] 9 (Special Issue).

Lam, L.W., Loi, R., Chan, K.W. and Liu, Y., 2016. Voice more and stay longer: How ethical leaders influence employee voice and exit intentions. *Business Ethics Quarterly*, [e - journal] 26(3).

Pirson, M., Martin, K. and Parmar, B., 2017. Formation of stakeholder trust in business and the role of personal values. *Journal of Business Ethics*, [e - journal] 145(1).

Steyl, S. 2020. Aristotelian Practical Wisdom in Business Ethics: Two Neglected Components. *Journal of Business Ethics*, Vol. 163, Issue 3

Rao, K. and Tilt, C., 2016. Board composition and corporate social responsibility: The role of diversity, gender, strategy and decision making. *Journal of Business Ethics*, [e - journal] 138(2).

To access **academic peer reviewed journal articles** as sources, you need to access such sources using the Library database, EBSCOhost, or Google Scholar. Please ask in the Library if you are unsure how to access EBSCOhost. Instructions can also be found in Moodle.

- Business and Professional Ethics Journal
- Business and Society
- Business and Society Review
- Business Ethics: A European Review
- Business Ethics Quarterly
- Economics and Philosophy
- Journal of Business Ethics

Useful Website:

The following website are useful sources covering a range of information useful for this subject. However, most are not considered to be sources of Academic Peer Reviewed theory and research. If your assessments require *academic peer reviewed journal articles* as sources, you need to access such sources using the Library database, Ebscohost, or Google Scholar. Please ask in the Library if you are unsure how to access Ebscohost. Instructions can also be found in Moodle.

- <https://ethics.org.au/>
- <https://business-ethics.com/>