

**\*\*\*NOTE: THIS SYLLABUS IS SUBJECT TO CHANGE\*\*\***

**SYLLABUS  
(as of January 2, 2020)**

**ACCT 5200 – Compressed Course  
Professional Ethics and Corporate Governance  
Section .001 - MW 5:30-9:50 p.m. in WH 316  
Section .003 - MW 8:30-12:50 p.m. in GAB 105  
Spring, 2020**

**I. Professor:**

Allison M. McLeod, LL.M., CPA  
Office: Business Leadership Building 399C  
Office Hours: Tuesdays 5:30-6:25  
Before or after class or by appointment  
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**II. Course Objectives:**

This course will examine professional ethics from both a philosophical and business perspective. Ethical reasoning, moral character and moral decision making will provide a framework for examining the importance of ethics in an individual's personal life and professional career. The course will examine the decision process one goes through in determining what is right and wrong, and how those decisions affect a person's character. It will also discuss the issue of integrity and how one's reputation for integrity can impact long-term career objectives. Additionally, this course will explore the concept of corporate governance and the direction business entities are taking in establishing a sound governance framework. One segment of the course will be devoted to an examination of Codes of Professional Conduct issued by companies, as well as from professional organizations with emphasis on the American Institute of Certified Public Accountants and the Texas State Board of Public Accountancy.

Learning Objectives:

1. Development of moral awareness –
  - Have an understanding of professional ethical standards that apply to business and professional contexts, specifically accounting contexts
  - Identify ethical issues and dilemmas in business contexts, specifically accounting contexts
  - Understand major ethical theories and how they apply when resolving ethical dilemmas in

- business and accounting situations
2. Development of moral motivation and expansion of moral character -
    - Have an understanding of your values, strategies and scripts for expressing those values in workplace settings and a method or methods of resolving ethical dilemmas consistent with those values
    - Have an understanding of the actions that you as leaders can take to foster ethical decisions and an ethical organizational climate in business organizations, specifically accounting organizations
  3. Develop an understanding of the AICPA and State of Texas Codes of Professional Conduct.

### **III. Text Material:**

*Ethical Obligations and Decision Making in Accounting 5<sup>th</sup> edition*, by Mintz and Morris (McGraw Hill, 2020). (“EO”)

*The Sociopath Next Door*, by Martha Stout, Ph.D, Broadway Books, 2005. ISBN: 0-7679-1582-8.

Additional Sources of Selected Readings:

The American Institute of Certified Public Accountants, Code of Professional Conduct

The Texas State Board of Public Accountancy, Rules of Professional Conduct.

### **IV. Course Activities:**

*Participation:* Class members are expected to be fully prepared to discuss the assigned readings and cases. There will be 100 points allocated to class participation as a part of the final grade computation. Since we have only 5 classes during the semester in which there can be discussion, a student can earn up to 20 points for participating that day. Class participation consists of class attendance, preparation, candid input on the issues addressed in the class that is active and complete, and your personal feelings about the questions and case material we discuss. If you are absent for whatever reason, you will not be able to earn points for that class.

*Exams:* A mid-term and final examination will be a part of the course activities.

*Written Assignments:* Throughout the semester you will be required to submit written assignments. These will consist of self-reflection papers, case studies, and ethics cases from the textbook and elsewhere. Questions and case material related to required readings will be discussed in class. The following is a brief description of the written assignments. More specific details will be discussed in class.

1. One or more end-of-chapter cases will be assigned each week, in addition to reading materials. The answers to these cases are to be turned in at the beginning of the class.
2. There will be three self-reflection papers due during the semester. There are to be no outside references used or specifically cited in this paper. The views expressed are to be your personal views. There will be additional written assignments as indicated.
3. All written assignments should be type-written using 12 point font and normal margins. These papers should be and printed one-sided or submitted electronically as noted on the assignment sheet.

## **V. Determination of Course Grade:**

Course activities will carry the following weights:

Case studies (7)	140
Self-reflection papers (3)	150
Budget	25
Course takeaway summary	15
First Examination	140
Code of Conduct	40
Final Examination	100
Class Participation	<u>100</u>
Total Points	710

## **VI. Late Assignments and Make-Ups**

All papers are due at the beginning of the class or as assigned. Any papers turned in after the beginning of class will receive a zero. The time stamp of when the e-mail is received will be the determining factor whether the assignment was timely delivered. No points will be deducted if the reason for missing a class resulted from any of the following occurrences: 1) a medical problem experienced by you (medical problems of individuals other than yourself are not included in this exemption); 2) UNT travel; 3) death of an immediate family member; or 4) religious holiday as long as I have been informed of the religious holiday within the first 3 class periods of the semester. For exemptions (1) – (3), you must inform me within 24 hours of missing the class the reason for your absence and you must provide me relevant documentation, e.g., doctor's note, letter from UNT organization requiring travel, obituary. Except for (4), you are limited to one exemption per semester. Note that while no penalty points will be deducted for missing class if your absence is excused, you cannot earn participation points if you are not there.

## **VII. Being Late to Class or Missing a Class Meeting**

If you are late to class (showing up to class after the designated start time), **10** points will be deducted from your total class points. If you miss a class meeting, **20** points will be deducted from your total class points. Leaving class early is the same as an absence. These point deductions will be taken each time you are late, absent from class, or leave class early. No points will be deducted if the reason for missing a class resulted from any of the four occurrences listed in VI above (medical problem, UNT travel, death of an immediate family member or religious holiday).

### **VIII. Withdrawals:**

University policy relative to withdrawals will be followed. Be especially cognizant of the last drop day and turn in any necessary paperwork to the Registrar's office advance of the deadlines. You may obtain information about dropping classes from your academic advisor or the Registrar's office. If you drop after the final drop date, I do not have the power to assign you a Withdraw Passing (WP) status.

**Monday, 3/30/2020:** Last day to drop a course or withdraw from the semester with a grade of W for courses that the student is not passing.

### **XI. Americans With Disabilities Act (ADA):**

If you are a student who requires accommodations in compliance with the ADA, please consult with me during the **first week** of the semester. UNT's Office of Disability Accommodation (ODA) is responsible for verifying and implementing accommodations to ensure equal opportunity in all programs and activities. Any disclosure by a student of their need for accommodation is recognized to be extremely sensitive, and all relevant conversations and other communications will be kept protected and confidential and disclosed only on a need-to-know basis. Your responsibility is to inform me of the existence (but not the nature) of the disability during the first week of the semester **and** to provide me with the ODA's **written documentation** authorizing the specific accommodation. The ODA will advise me of the accommodation to be made, and I will follow their directions. If part of your accommodation requires your taking the Exams at the ODA, you must complete and present the appropriate paperwork on a timely basis.

### **X. Cancellation of Classes:**

In the event that weather or other conditions are such that normal campus operations could be impeded, the administration of UNT will determine whether classes will be canceled or delayed. The University will send you notification through Eaglenet if the campus is closed due to weather.

### **XI. Your E-mail Address:**

Please make certain to update your email address within the UNT system. **YOU MUST CHECK THIS E-MAIL ADDRESS FREQUENTLY!** I send important announcements including final exam locations through the UNT/Canvas system and you are responsible for

any information that is sent through this medium. The fact that you did not read your e-mail from me will not excuse any missed exams or assignments.

## **XII. Scholastic Honesty Policy**

Plagiarism or any other form of cheating will not be tolerated. The minimum penalty for a class member found guilty of plagiarism or cheating will be a grade of "F" in the course. Such conduct obviously constitutes unethical behavior and will be dealt with severely.

Students who violate University rules on scholastic honesty are subject to disciplinary penalties, including failure in this course and possible dismissal from the University. The entire UNT Code of Student Conduct and Discipline can be found in the *UNT Policy Manual*, [Vol. III, #18. 1.11](#), and in the [Student Handbook](#). Please also be aware of the University's new academic integrity policy which may be found at: <http://vpaa.unt.edu/academic-integrity.htm>

## **XIII. Class Participation**

Class participation is an extremely important part of the learning process in this class. I encourage you to express your views on the subjects we discuss without any fear of scorn or retribution. Your views about behavior are just that, *they're your views!* By expressing your views and indicating why you hold those views you will either become stronger in those views or you will see reasons for a reconsideration of those views. In either case, you will have benefited from such discussions. Basically, the concepts of ethical behavior and personal values are subject to a great deal of variation among individuals. The purpose of this course is to help you intelligently assess your ethical behavior and personal values. The 100 points allocated to this aspect of the class will be awarded based on your willingness to participate and provide candid input. Since there are no correct or incorrect answers to the questions we will discuss, the evaluation of your participation is not based on agreeing with the instructor or any other member of the class. Also, since you can't participate if you're not in class, failure to attend class will serve to reduce your participation score.

Student behavior that interferes with an instructor's ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the instructor may refer the student to the Center for Student Rights and Responsibilities to consider whether the student's conduct violated the Code of Student Conduct. The university's expectations for student conduct apply to all instructional forums, including university and electronic classroom, labs, discussion groups, field trips, etc. The Code of Student Conduct can be found at [www.unt.edu/csrr](http://www.unt.edu/csrr)

## **EMERGENCY EVACUATION PROCEDURES FOR THE BLB**

- **Severe Weather** In the event of severe weather, all building occupants should immediately seek shelter in the designated shelter-in-place area in the building. If unable to safely move to the designated shelter-in-place area, seek shelter in a

windowless interior room or hallway on the lowest floor of the building. All building occupants should take shelter in rooms 055, 077, 090, and the restrooms on the basement level. In rooms 170, 155, and the restrooms on the first floor.

- **Bomb Threat/Fire** In the event of a bomb threat or fire in the building, all building occupants should immediately evacuate the building using the nearest exit. Once outside, proceed to the designated assembly area. If unable to safely move to the designated assembly area, contact one or more members of your department or unit to let them know you are safe and inform them of your whereabouts. Persons with mobility impairments who are unable to safely exit the building should move to a designated area of refuge and await assistance from emergency responders. All building occupants should immediately evacuate the building and proceed to the south side of Crumley Hall in the grassy area, west of parking lot 24.

#### **XIV. Ethical Issues**

Each week you are invited to bring to class an example of unethical or particularly ethical behavior related to the day's readings. These examples could come from observation, research (that is, you may search the popular press), discussions in other classes, or personal experience. These examples will serve as a basis for a discussion of behavior in our society.

**Tentative Weekly Assignments  
(Subject to Change)  
Material Covered**

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**Class**

**1 – 4/17 F Topic: Introduction and Overview of Course; Ethical Reasoning: Cognitive Process and Ethical Decision Making.**

Assignment: Read prior to class EO Ch 1 and Ch 2.

**2 – 4/20 M Topic: Organization Ethics and Corporate Governance; Ethics and Professional Judgment**

Assignment: Read EO Ch 3 and Ch 4 prior to class.

Case Studies 1-2, 2-10 due at the beginning of class.

Video on the Baptist Foundation of Arizona

**3 – 4/22 W Topic: Earnings Management; Ethical Leadership and Decision Making**

Assignment: Read: EO Ch 7 and Ch 8 prior to class.

Case studies 3-7, 4-8 due at the beginning of class

Due date for selecting your corporate code of conduct. Must be pre-approved by instructor.

**4 – 4/24 F Online class** - Film on recent ethical lapses in business – Dirty Money: Drug Short video on Valeant. This episode is available on Netflix. If you are having trouble with obtaining access, please contact Professor McLeod and a showing of the film on campus will be arranged for those individuals.

Case study 7-6 and 8-3 due at the beginning of class

Self-reflection paper on film assigned – due at the beginning of Class 6.

**5 – 4/27 M First Examination – Covers Chapters 1-4 and 7-8**

NOTE: Chapters 5 & 6 will be tested on the Final Exam.

## **6 – 4/29 W Sociopathy and How to Protect Yourself**

Assignment: Read “The Sociopath Next Door” before coming to class.

Self-Reflection paper on Sociopathy exercise assigned - due at the beginning of Class 7.

Self-reflection paper on business ethical lapses film due at beginning of class.

## **7 – 5/1 F Online class: Ethics as Organizational Culture; Regulation Topics; Managing Ethics and Legal Compliance**

Self-Reflection paper on Sociopathy due at beginning of class period.

Assignment: Read: EO Ch 5.

Review Ch 5 Powerpoint presentation on Canvas

Case Study 5-2 due at the beginning of Class 8.

Watch “30 for 30: Marion Jones: Press Pause” before next class (DVD available for checkout at Chilton Hall; DVD on reserve in Accounting Lab in BLB 007; may be available as download).

Assignment: Read EO Ch 6 (omit 348-369). No case study assigned. This content will be tested on the Final Exam.

Review Professional Codes of Conduct Powerpoint presentations on Canvas.

### **Texas State Board of Public Accountancy's *Rules of Professional Conduct***

- A. Public Accountancy Act
- B. General Provisions
- C. Professional Standards
- D. Responsibilities to Clients
- E. Responsibilities to the Public
- F. Responsibilities to the Board/Profession

**Topic: American Institute of Certified Public Accountant's *Code of Professional Conduct*; Ethical Requirements of the Securities and Exchange Commission**



- A. Independence, Integrity, and Objectivity
- B. Competence
- C. Compliance with Standards
- D. Discreditable Acts
- E. Impact of the Sarbanes-Oxley Act
- F. Input of the SEC and the Public Companies Accounting Oversight Board (PCAOB)

**8 – 5/4 M Topic: Dealing with Failure**

Watch video on 20/20: Baptist Foundation of Arizona

Case Study 5-2 due at the beginning of class.

Budget and Self-reflection paper on Dealing with Failure assigned

Follow-up class discussion (if needed) on Sources of Ethics Rules - TSBPA, AICPA, SOX, SEC and Treasury Rules and Chapter 6.

**9 – 5/6 W Final Exam – Covering Professional Codes of Conduct and EO Chapters 5&6**

**10 – 5/8 F Online class: Corporate Codes of Conduct**

Budget and Self-reflection paper on Dealing with Failure due at the BEGINNING of class.

Summary of Course Takeaways and Code of Conduct assignment due by END of class period.

Review Powerpoint presentation on Canvas.

**Design and Purpose of Corporate Codes of Conduct**

- A. Intended Purpose of a Code of Professional Conduct
- B. Critical Elements in the Development of a Code of Professional Conduct
- C. Constituents to Consider in Developing a Code of Professional Conduct
- D. Who Should Determine Penalties for Lack of Compliance