

Tough Choices: It's A Matter of Ethics
The Evergreen State College
Masters Program in Public and Nonprofit Administration
Winter 2011 2 Credits

Meeting Dates & Times: February 4 (5p-9p), 5 (9a-5p), 6 (9a-5p), 2011
Meeting Location: SEM II, B2107
Faculty Member: Doreen Swetkis
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Office Hours: By appointment
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Course Description This two credit intensive weekend course will examine some real world dilemmas you could encounter as an administrator, dilemmas not necessarily covered in a text book. You will not walk away with a set of answers to these situations; however, one goal of the course is to have you recognize how your moral compass influences the professional tough choices you may have to make. Another goal is to explore other influences at your disposal when making (and justifying) tough decisions.

In this course you will be given the opportunity to work through issues relevant to management of people in public and nonprofit organizations and the role professional ethics plays in examining those issues. It will provide a context to help you more clearly understand the interactions you observe in your workplace. It will also help you consider possible appropriate actions in ambiguous and complex situations.

Course Method This course combines substantive readings with case exercises, role plays, workshops, guest lectures, and other activities.

Before class begins, please have the following items completed:

- ▶ Read William Ury's *Getting Past No: Negotiating with Difficult People*. 1991. Bantam Books. ISBN: 0-553-07274-9
- ▶ Write a two-page seminar paper on *Getting Past No*, to be turned in the first night of class..
- ▶ Read Terry L. Cooper's *The Responsible Administrator: An Approach to Ethics for the Administrative Role, 5th Edition*. 2006. Jossey-Bass. ISBN: 0787976512

The above texts are the only books required for this course. There will be an additional reading or two posted to Moodle and/or distributed in class; these additional readings are not required before class begins.

Learning Objectives In this course, students will gain:

1. A framework in which to examine human interactions in public and nonprofit agencies;
2. An understanding of the uniqueness of public personnel administration in the context of conflict and diversity;
3. An understanding of the role and relevance of professional ethics in public and nonprofit organizations;
4. Improved analytical and writing skills.

Credit and Evaluation Students will receive two (2) credits at the completion of the course if all course requirements have been successfully completed. Please check your schedule to be certain you can attend and participate fully at every class. *There is no option for partial credit or an incomplete.* In addition, plagiarism (i.e., using other peoples work as your own without acknowledging the source), failing to complete one or more assignments or completing one or more assignments late may be grounds for denial of credit.

Consistent with MPA program requirements, a self evaluation is also required for credit.

After Class Assignment

There will be a 6-8 page paper (typed, double-spaced, size 10 or 12 font) **due February 25, 2011.** Paper topic and details will be given in class.

TENTATIVE Class Schedule

	Topic	Potential Activities
Friday February 4 5-9pm	Ethical Framework HR/Public Personnel Diversity	Introduction Guest Speaker Workshop/Role Play Due: Hard Copy of seminar paper on Ury text
Saturday February 5 9a-5p	Conflict Management Mediation/Arbitration Managing Difficult People	Lecture & Discussion Workshop on Conflict Mgmt. & Mediation
Sunday February 6 9a-5p	Professional Ethics	Lecture & Discussion Case Analysis/Role Play Guest Speaker Seminar Movie
Friday February 25	N/A	Due: Final Paper via email to swetkisd@evergreen.edu