**Memo**

**Re: Diminished classroom behavior in ADMI 4016**

**Handed Out November 2, 2009 (Absence during this class does not excuse not being informed of these matters!)**

During the last class (Friday October 30, 2009) your instructor saw signs of unacceptable behavior on the part of a small but significant number of students in the class. Since certain decisions made in the aftermath of the academic recess assumed different, higher standards of behavior, this document is to notify you of how your instructor intends to respond.

**Objectionable Behavior**

1. High Absenteeism coupled with lack of coordination with class groups. (Students miss class without coordinating with the other members of the group to make sure they carry out group activities.)

2. Using class work time to engage in other activities like illegally downloading software for laptop computers.

3. Coming to class late. The instructor has had to take excessive time to focus the class and get into the material.

4. Private conversations while instructor is lecturing.

5. Reluctance and outright refusal to update Ethics of Team Work module by reflecting on group activities to date.

6. Signs that modules are not being read in a timely manner. Most disturbing are signs that some students are not reading the modules at all.

7. Student groups that do not have a copy of the class textbook, **Business & Society** by Weber and Lawrence.

8. Groups are not working together during the class time allocated to group work. Some individuals are doing the assignment, individually, while others are engaged in other activities.

**Responses to Behavior by Instructor**

1. There will be a partial exam held on November 18, 2009 during the class hour. This exam will be multiple-choice in format and will cover the material found in the following modules:

* **m17314**, m15187, m13765, m17367 (prisoner’s dilemma), m14257, **m21191**, m13760, m14036, **m17353**, **m14025**, m13764, **m17318**. (Special emphasis on underlined, boldface modules.)

2. You will still be expected to fulfill the group activities announced in class, module m21191, and in the office group meetings: (a) Group Self-Evaluation; (b) Participation (full) in Ethics Bowl from November 30 through December 11; (c) In-Depth written analysis of Ethics Bowl case; (d) Summaries on remaining five Ethics Bowl cases.

3. You will meet outside of class on November 11 and November 13 and document such meetings by turning in summaries of Biomatrix and Hughes cases on November 16. These summaries are described in m21191.

These “ punishments” can be mitigated (lessened) by demonstrable improved behavior on the part of individuals, groups, and the class as a whole. This mitigation would consist in going back to the original, post recess plan outlined by Dr. Frey prior to this written announcement.

1. Improvement in classroom behavior including absence of private conversations during class, better attendance, and fewer students attending late to class. Absolutely essential is the disappearance of abuse of class time allocated to group work.

2. Demonstrable improved behavior on the part of the class including turning in middle of the semester group evaluation updates (with serious discussions of group challenges with plans for meeting them) and Socio-Technical System tables on the six ethics bowl cases by Monday, November 9.

3. Demonstrable evidence of advance preparation for class including reading modules and having work plans for allotted group time.

I have read and understand all of this

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