



Rotman Commerce UNIVERSITY OF TORONTO

Course Outline

RSM 419H1f

Environmental and Social Responsibility for Management

Fall 2014

Course Meets: Thursdays/noon-3:00/ES B149 (except Oct 9th – SK 418 & Nov 13 – ES 4000)

Instructor: Ann Armstrong (off campus)
Email: ann.armstrong@rotman.utoronto.ca
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Office Hours: Thursdays, 3:00-4:00 and by appointment

Course Scope and Mission

The course looks at how organizations engage in the social economy through their corporate social responsibility work and how they are going green. The course has two main goals: (1) to inform students about current thinking and practice on corporate social responsibility and (2) to inform students about the importance of sustainability in current business practice. We conclude the course with an opportunity for the students to give voice to their *own* values.

Course Prerequisites

You must have completed 9 or more credits.

Required Materials

There is no textbook. There is a collection of cases available online from the HBS; they are noted by * here. I will post readings often on Bb as well.

Evaluation and Grades

Grades are a measure of the performance of a student in individual courses. Each student shall be judged on the basis of how well he or she has command of the course materials.

Work

	<u>Due Date</u>
1. Class contribution (10%)	Ongoing
2. Peer Review (10%)	Ongoing
3a. Case Analysis 1 – FIJI Water (20%)*	October 9, 2014
3b. Case Analysis 2 – Fogo Island (20%)*	November 6, 2014
4. Take-home Exam/Partnership Reflection (40%)	TBA

Assignments

1. You will be assessed for the quality of your contribution to the content **and** the processes of your classes, which will be run in a seminar-style.
2. You will perform a peer- and self-review to measure contribution to the community engagement.
3. You will analyze two cases, one of which focuses on CSR and the other on sustainability.
4. The final exam/reflection focuses on your learning from our term-long consulting engagement with our community partner.

Please Note

This year, as a class, we are partnering with the Canadian Harm Reduction Network. You will work in teams as part of larger consulting group. This is an exciting partnership; other departments at the University have worked with our partner most successfully.

We will not necessarily meet for three hours for every class. In light of the nature of the course, it is useful to have some extra time for the team-based consulting projects.

I will call on students so that everyone has ample opportunity to share their insights.

COURSE FORMAT AND EXPECTATIONS

To Use Turnitin.com:

Normally, students will be required to submit their course essays to [Turnitin.com](https://www.turnitin.com) for a review of textual similarity and detection of possible plagiarism. In doing so, students will allow their essays to be included as source documents in the [Turnitin.com](https://www.turnitin.com) reference database, where they will be used solely for the purpose of detecting plagiarism. The terms that apply to the University's use of the [Turnitin.com](https://www.turnitin.com) service are described on the [Turnitin.com](https://www.turnitin.com) web site.

For Written Assignments:

Please note that clear, concise, and correct writing will be considered in the evaluation of Assignments 2, 3 and 4. That is, you may lose points for writing that impedes communication: poor organization, weak paragraph development, excessive wordiness, hard-to-follow sentence structure, spelling mistakes and grammatical errors. Students who require additional support and/or tutoring with respect to their writing skills are encouraged to visit the Academic Success Centre (www.asc.utoronto.ca) or one of the College Writing Centres (www.writing.utoronto.ca/writing-centres). These centres are teaching facilities – not editing services, where trained staff can assist students in developing their academic writing skills. There is no charge for the instruction and support.

For Group Work:

The field project requires students to work in teams of 3 or 4. When working as a team, students are reminded of the following expectations with respect to their behavior and contributions to the project:

Learning to work together in teams is an important aspect of your education and preparation for your future careers. That said, project-based teamwork is often new to students and you are therefore reminded of the following expectations with respect to behaviour and contributions to your team project.

1. Read the document entitled, “Working in Teams: Guidelines for Rotman Commerce Students” which is available on the RC portal under the Academic Services tab.

2. When working in a team, Rotman Commerce students are expected to:

- Treat other members with courtesy and respect;
- Honour the ground rules established by the team;
- Contribute substantially and proportionally to the final project;
- Ensure enough familiarity with the entire contents of the group project/assignment so as to be able to sign off on it as original work;
- Meet the project timeline as established by the team.

3. Resolving conflicts:

Conflicts are part of the team’s process of learning how to work together effectively and when handled well can generate creativity and bring-multiple perspectives to the solution.

Student teams are collectively expected to work through their misunderstandings as soon as they arise (and prior to submission of the final project). In cases where teams are unable to arrive at a solution that works for all members, the team must meet with the Rotman Commerce Team Coach** as soon as possible. The Coach will listen to the team and help develop options for improving the team process. All members of the project team must commit to, and, utilize their action plans.

** For an appointment with a Rotman Commerce Team Coach, please contact Nikoleta Vlamis at nikoleta@nikoletaandassociates.com or Elaine Zapotoczny at elaine@nikoletaandassociates.com. Nikoleta and Elaine are highly skilled at facilitating team dynamics and collaboration. Note that the Team Coach’s role is to provide guidance, support and advice on team matters – not to formally evaluate or assess teamwork for academic purposes.

POLICIES AND PROCEDURES

Missed Tests and Assignments (including midterm examinations)

Students who miss a test or assignment for reasons entirely beyond their control (e.g., illness) may submit a request for special consideration. Provided that notification and documentation are provided in a timely manner, and that the request is subsequently approved, no academic penalty will be applied.

In such cases, students must notify Rotman Commerce on the date of the missed test (or due date in the case of course work) and submit supporting documentation (e.g. [Verification of Student Illness or Injury form](#)) to the Rotman Commerce Program Office within **48 hours** of the originally scheduled test or due date. Students who do not provide Rotman Commerce or the instructor with appropriate or sufficient supporting documentation will be given a grade of 0 (zero) for the missed test or course deliverable.

Note that the physician's report must establish that the patient was examined and diagnosed at the time of illness, not after the fact. Rotman Commerce will not accept a statement that merely confirms a report of illness made by the student and documented by the physician.

Late Assignments

Students who, for reasons beyond their control, are unable to submit an assignment by its deadline must obtain approval from the instructor for an extension. Supporting documentation will be required as per the policy on missed tests and assignments. **Under certain circumstances, I will accept late assignments.**

Accessibility Needs

The University of Toronto is committed to accessibility. If you require accommodations for a disability, or have any accessibility concerns about the course, the classroom or course materials, please contact Accessibility Services as soon as possible: disability.services@utoronto.ca or <http://www.accessibility.utoronto.ca/>.

Academic Integrity

Academic Integrity is a fundamental value essential to the pursuit of learning and scholarships at the University of Toronto. Participating honestly, respectfully, responsibly, and fairly in this academic community ensures that the UofT degree that you earn will continue to be valued and respected as a true signifier of a student's individual work and academic achievement. As a result, the University treats cases of academic misconduct very seriously.

The University of Toronto's Code of Behaviour on Academic Matters

<http://www.governingcouncil.utoronto.ca/policies/behaveac.htm> outlines the behaviours that constitute academic misconduct, the process for addressing academic offences, and the penalties that may be imposed. You are expected to be familiar with the contents of this document. Potential offences include, but are not limited to:

In papers and assignments:

- Using someone else's ideas or words without appropriate acknowledgement.
- Submitting your own work in more than one course without the permission of the instructor.
- Making up sources or facts.
- Obtaining or providing unauthorized assistance on any assignment (this includes collaborating with others on assignments that are supposed to be completed individually).

On test and exams:

- Using or possessing any unauthorized aid, including a cell phone.
- Looking at someone else's answers
- Misrepresenting your identity.
- Submitting an altered test for re-grading.

Misrepresentation:

- Falsifying institutional documents or grades.
- Falsifying or altering any documentation required by the University, including (but not limited to), medical notes.

All suspected cases of academic dishonesty will be investigated by the following procedures outlined in the *Code of Behaviour on Academic Matters*. If you have any question about what is or not is permitted in the course, please do not hesitate to contact the course instructor. If you have any questions about appropriate research and citation methods, you are expected to seek out additional information from the instructor or other UofT resources such as College Writing Centres or the Academic Success Centre.

Email

At times, the course instructor may decide to communicate important course information by email. As such, all UofT students are required to have a valid UTmail+ email address. You are responsible for ensuring that your UTmail+ email address is set up AND properly entered on the ROSI system. For more information please visit <http://help.ic.utoronto.ca/category/3/utmail.html>

Forwarding your utoronto.ca email to a Hotmail, Gmail, Yahoo or other type of email account is not advisable. In some cases, messages from utoronto.ca addresses sent to Hotmail, Gmail or Yahoo accounts are filtered as junk mail, which means that important messages from your course instructor may end up in your spam or junk mail folder.

Blackboard and the Course Page

The online course page for this course is accessed through Blackboard. To access the course page, go to the UofT Portal login at <https://portal.utoronto.ca/> and log in using your UTORid and password. Once you have logged in, look for the My Courses module where you'll find the link to all your course websites. If you don't see the course listed here but you are properly registered for the course in ROSI, wait 48 hours. If the course does not appear, go to the Information Commons Help Desk in Robarts Library, 1st floor, for help, or explore the Portal Information and Help at www.portalinfo.utoronto.ca/students and review the Frequently Asked Questions.

Recording Lectures

Lectures and course materials prepared by the instructor are considered by the University to be an instructor's intellectual property covered by the Canadian Copyright Act. Students wishing to record a lecture or other course material in any way are required to ask the instructor's explicit permission, and may not do so unless permission is granted (note: students who have been previously granted permission to record lectures as an accommodation for a disability are, of course, excepted). This includes tape recording, filming, photographing PowerPoint slides, Blackboard materials, etc.

If permission is granted by the instructor (or via Accessibility Services), it is intended for the individual student's own study purposes and does not include permission to "publish" them in anyway. It is absolutely forbidden for a student to publish an instructor's notes to a website or sell them in any other form without formal permission.

Weekly Schedule: Fall 2014 as of September 4th, 2014

Session	Date	Topic	Readings/Activities
1	September 11	Introduction	Course Overview
2	September 18	Community Engagement	Read: Posts on consulting with a community organization and meet our Community Partner
3	September 25	CSR 1	Prepare: Tata Power: CSR...* Read: Martin's Virtue Matrix, in <i>HBR</i> , available online in the library
4	October 2	CSR 2	Prepare: Blood Bananas Chiquita in Colombia*
5	October 9	Sustainability 1	Prepare: Caffeine with a Conscience* * Case Analysis 1 Due
6	October 16	Sustainability 2	Prepare: Barrick Gold...*
7	October 23	Community Engagement	Read: Posts on consulting with a community organization
8	October 30	Measurement	Read: TBD
9	November 6	CSR 3	Prepare: Furniture Bank* * Case Analysis 2 Due
10	November 13	Your Values	Prepare: Lisa Baxter – Giving Voice to Values
11	November 20	Community Engagement	Read: Posts on consulting with a community organization
12	November 27	Integration	Canada's Social Economy – A Framework