

# Ethical Behavior: More than 50 Shades of Grey

Dr. Larry Christenson, Georgia College

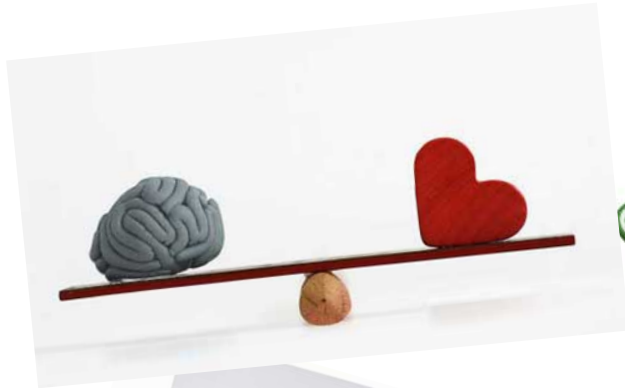
Ryan Greene, Middle Georgia State University

Cindy McClanahan, CASP Georgia College

2018 NACAS South

**NACAS**

# Ethics in Higher Education



**NACAS**

# Goals of Presentation



- Review respondent population backgrounds
- Get YOU involved!– VOTE
- Review survey responses for each question
- Discuss based on time allotment
- Open dialogue on additional scenarios and next steps
- Internally assess your personal moral compass

# The Survey

- Respondents: 506
- Number of States: All but AK, CT, HI, ND, RI, VT
- 44/50 states represented
- Experience:
  - Average between 11 and 15 years
  - 145 respondents with 21+ years

THERE IS  
NO RIGHT WAY  
TO DO  
A WRONG THING.



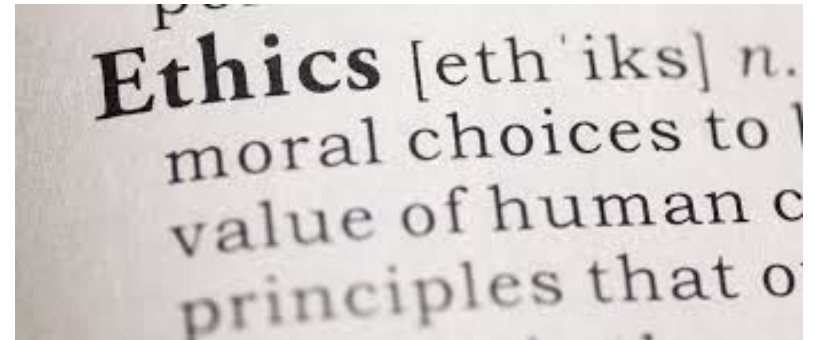
# The Survey

- Department/Division:
  - 190+ in Auxiliary Services
  - 190+ in other university departments
- Institution Type:
  - 79% from 4-year, public institutions
- Management Background:
  - 24 supervisor FT staff and student workers
  - 42% supervise FT staff

THERE IS  
NO RIGHT WAY  
TO DO  
A WRONG THING.



# Defining Ethical



- Doing the right thing.
- A clearly defined pattern of behavior in line with societal norms and expectations.
- An action which is moral, adhering to a mutually agreed upon set of standards or expectations (usually societal).
- Making decisions and actions that are fair, consistent and defensible to colleagues or other students.
- Ethical is behavior and decisions that comply with the expectations of organizational or social norms.
- Doing what is right, even when no one is watching.

# Here's how it works...

- Present scenario
- Ask question to YOU
- Vote via phone
- Show survey result
- Repeat
- Display survey comments
- Discuss (timer in use)



# Poll Everywhere Code

- TEXT  
"2018NACASSOUTH"  
to 22333
- Keep text message open
- Type in response when question appears on slide
- Stay awake and keep up!



"In law a man is guilty when he violates the rights of others. In ethics he is guilty if he only thinks of doing so."

Immanuel Kant



# Q1- Per Diem

Your university reimburses travel expenses for meals based on per diem and does not require receipts to be submitted. Two employees, Cindy and Ryan, attend the same conference and have identical travel plans. When approving the reimbursement, the supervisor only reimburses for itemized receipts submitted. Cindy skipped breakfast and is only being reimbursed for two meals. Ryan is receiving reimbursement for three meals.

It is the university's policy to reimburse all meals not provided by the conference and the university does not require receipts.

# Are both Cindy and Ryan being treated fairly?

Definitely  
Yes

100%

Unsure

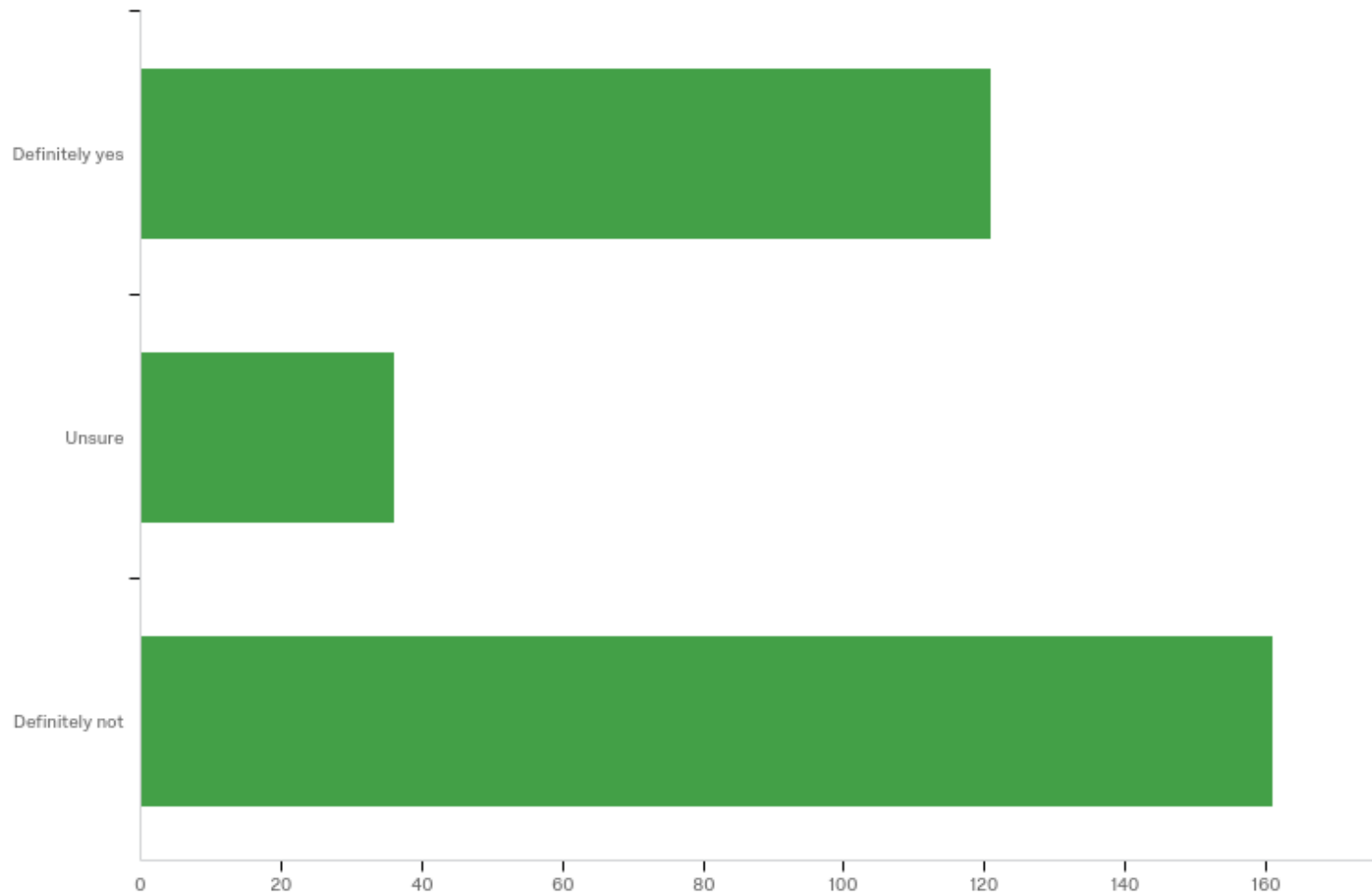
Definitely  
Not

**Start the presentation to activate live content**

If you see this message in presentation mode, install the add-in or get help at [PollEv.com/app](https://PollEv.com/app)

0% 20% 40% 60% 80%

## Q10 - Are both Cindy and Ryan being treated fairly?



ethical to accept per diem if you skipped a meal

Definitely  
Yes

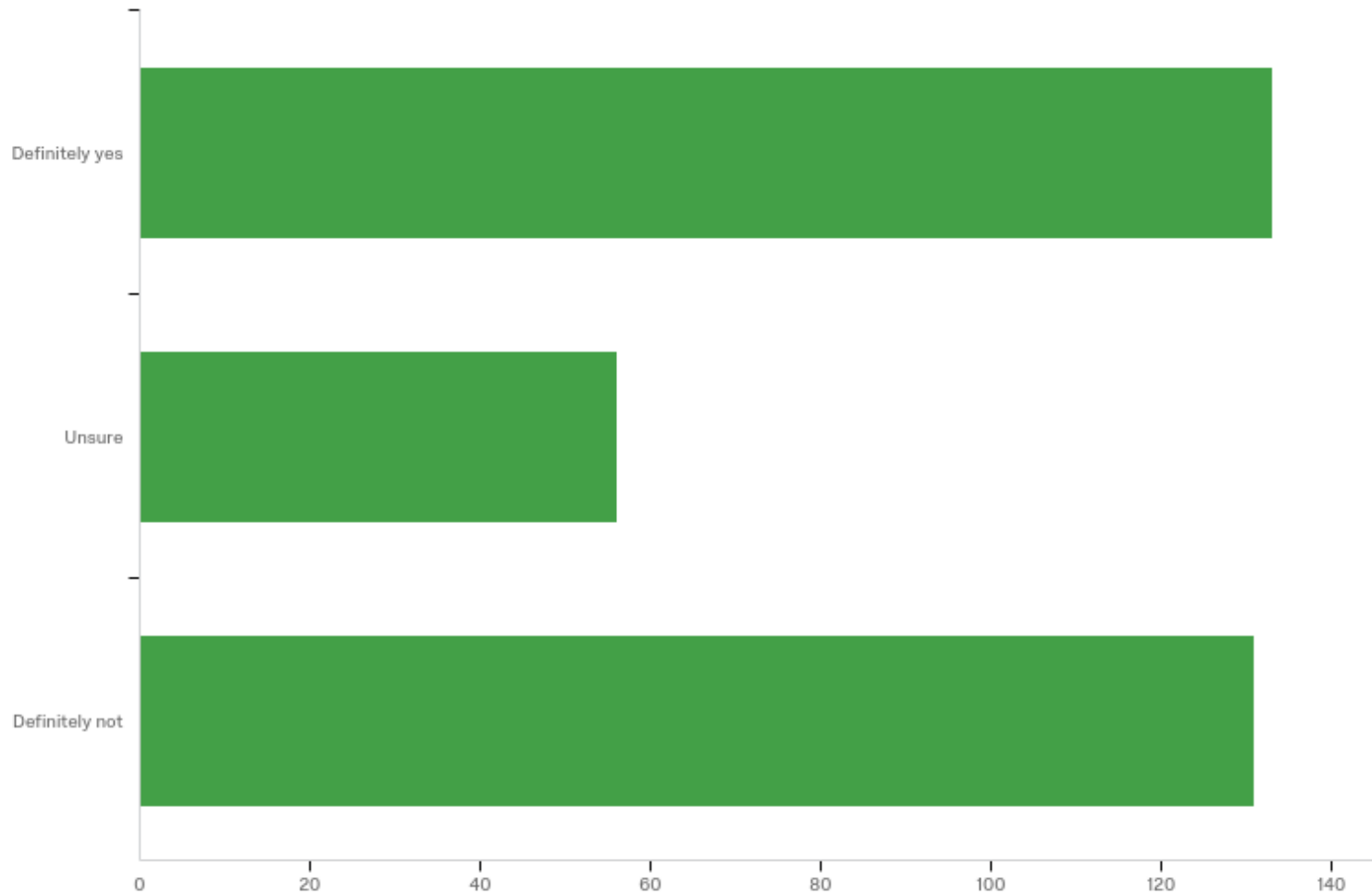
Unsure

Definitely  
Not

**Start the presentation to activate live content**

If you see this message in presentation mode, install the add-in or get help at [PollEv.com/app](https://PollEv.com/app)

# Q11 - Is it ethical to accept per diem if you skipped a meal?



# What behavior to claim per diem for a meal that provided?

Definitely  
Yes

Unsure

Definitely  
Not

100%

**Start the presentation to activate live content**

If you see this message in presentation mode, install the add-in or get help at [PollEv.com/app](https://PollEv.com/app)

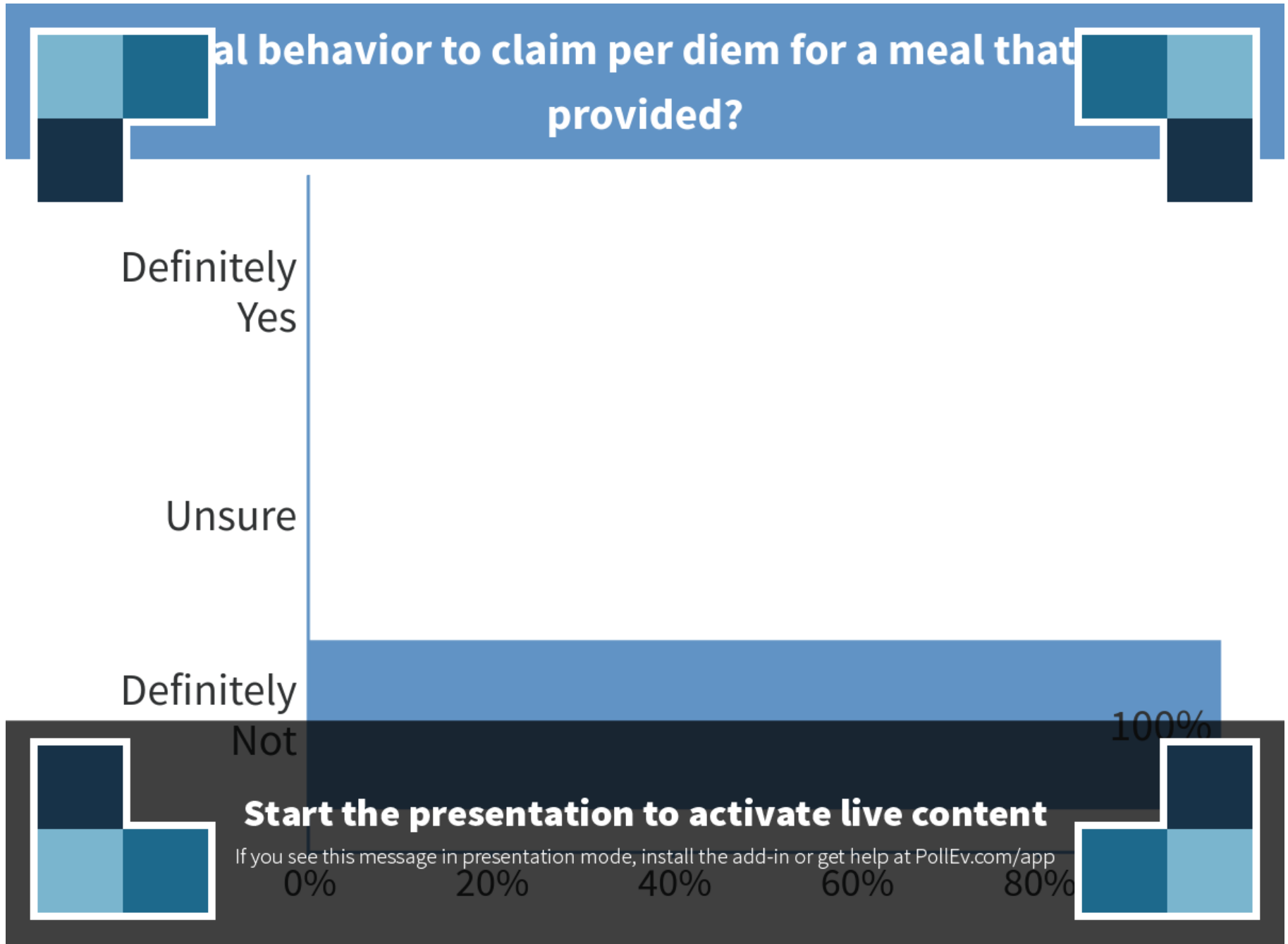
0%

20%

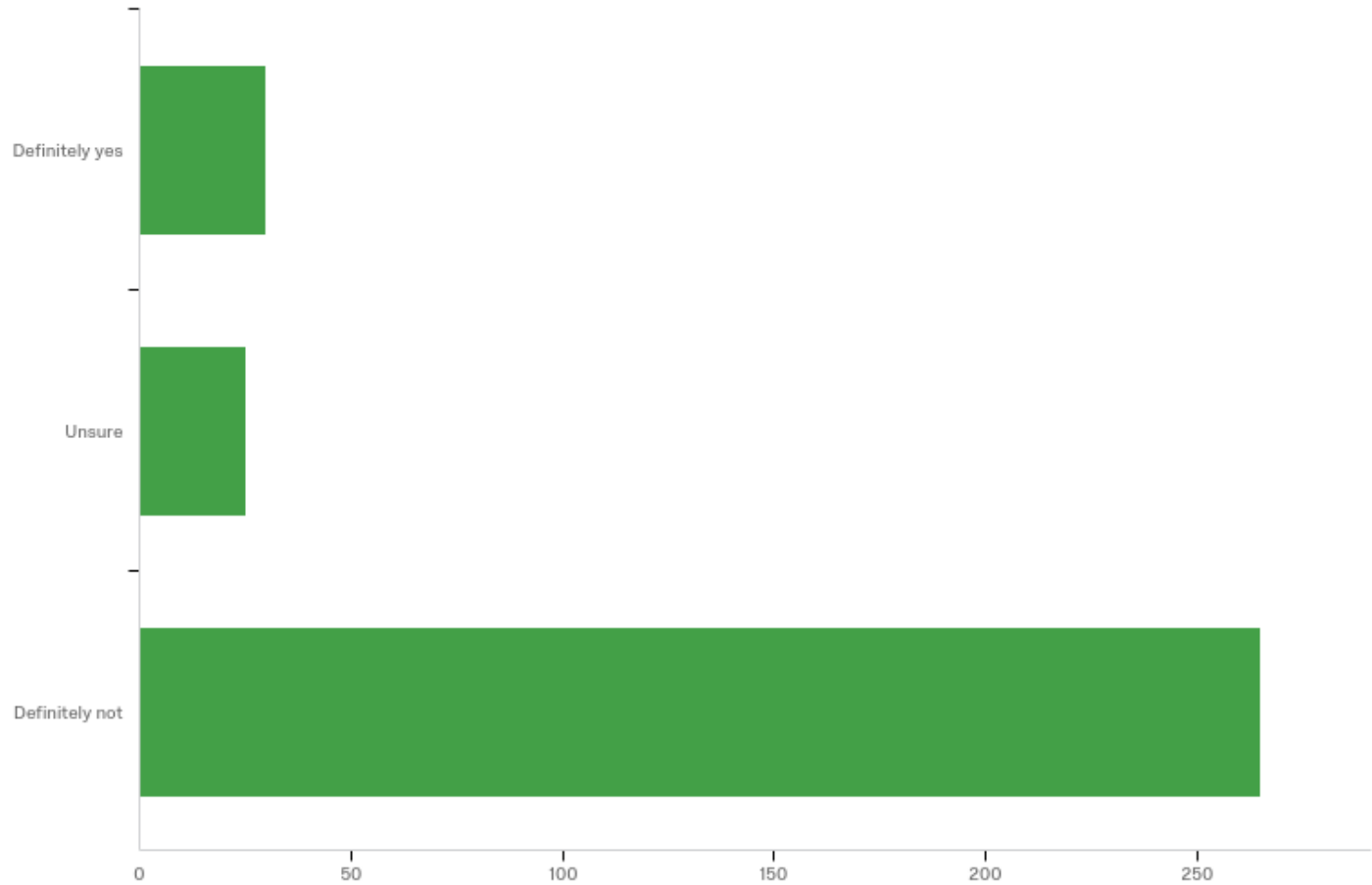
40%

60%

80%



Q12 - Is it ethical behavior to claim per diem for a meal that a vendor provided?



Supervisor acting ethically when asking for it  
scripts when the university does not require the  
reimbursement?

Definitely  
Yes

Unsure

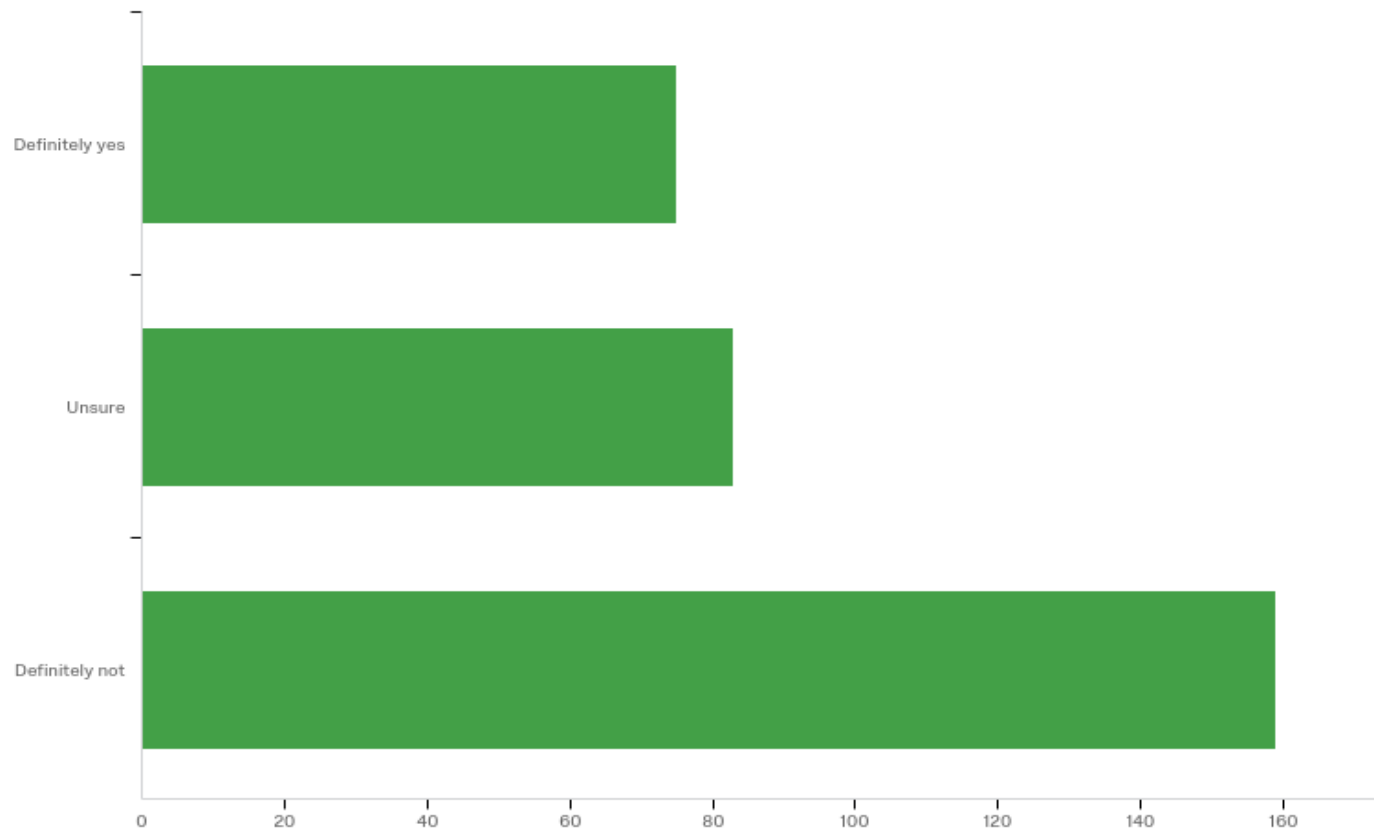
Definitely  
Not

**Start the presentation to activate live content**

If you see this message in presentation mode, install the add-in or get help at [PollEv.com/app](https://PollEv.com/app)



Q13 - Is the supervisor acting ethically when asking for itemized receipts when the university does not require them for reimbursement?



You either claimed per diem for a meal provided by a vendor or claimed per diem for a meal you skipped

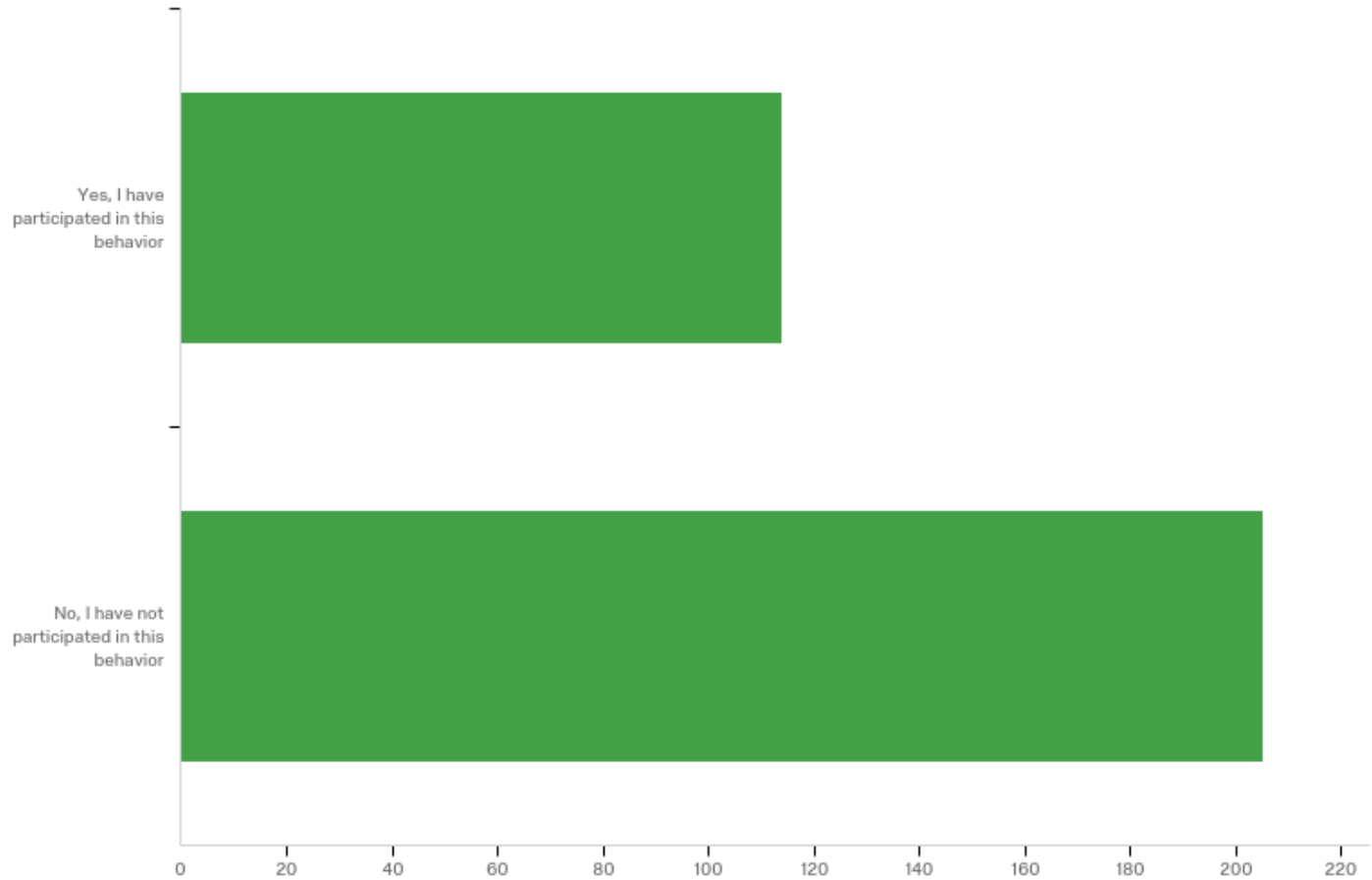
Yes, I have participated in this behavior

No, I have not participated in this behavior

**Start the presentation to activate live content**

If you see this message in presentation mode, install the add-in or get help at [PollEv.com/app](https://PollEv.com/app)

Q14 - Have you either claimed per diem for a meal provided by a vendor or claimed per diem for a meal you skipped?



# COMMENTS

- A Department/supervisor may reasonably have expectations/practices on this topic that are more strict than the University; it would be best for that discrepancy to be clear to the employees before they submit their reimbursement paperwork, ideal for them to know before they travel for work.
- It depends on the institutional standard. I am required to submit receipts and not receive per diem for a meal without a receipt. I will, however, get the full amount of per diem, even if what was actually spent was under that amount.
- Claiming a per diem rate for the day allows me to apportion the money as my tastes desire. I may skip breakfast and use that amount toward a larger dinner budget. I feel that is ethical.
- Policy language is important. Reimburse means for an expense. We state we pay per diem for all meals not provided by the conference. Not using reimburse removes our grey.

# COMMENTS

- I think that reimbursement is paying back for funds spent. If you didn't spend it, you shouldn't get money for it.
- In the past I have participated in this situation, until I became the supervisor and realized the conflict.
- It sounds as though the supervisor has implemented their own travel policy which isn't necessarily unethical, but it is causing the employees to be treated differently and results in confusion.
- It's a simple matter of tracking your expenditures and providing receipts or accepting per diem for the meals you've eaten. I do not believe it is ethical to claim per diem for a meal you didn't eat or for a meal someone else paid for.
- Sometimes departmental policies may be require more documentation than university policies. If participants were notified in advance of travel that reimbursement would be by itemized receipt, then this supervisor acted as they should have.

# Smoking Doobies

You are attending a conference in a state that has legalized marijuana. Conference activities have ended for the day and you have free time and decided to legally use marijuana recreationally.

ing you will be sober for all conference events  
behavior ethical?

Definitely  
Yes

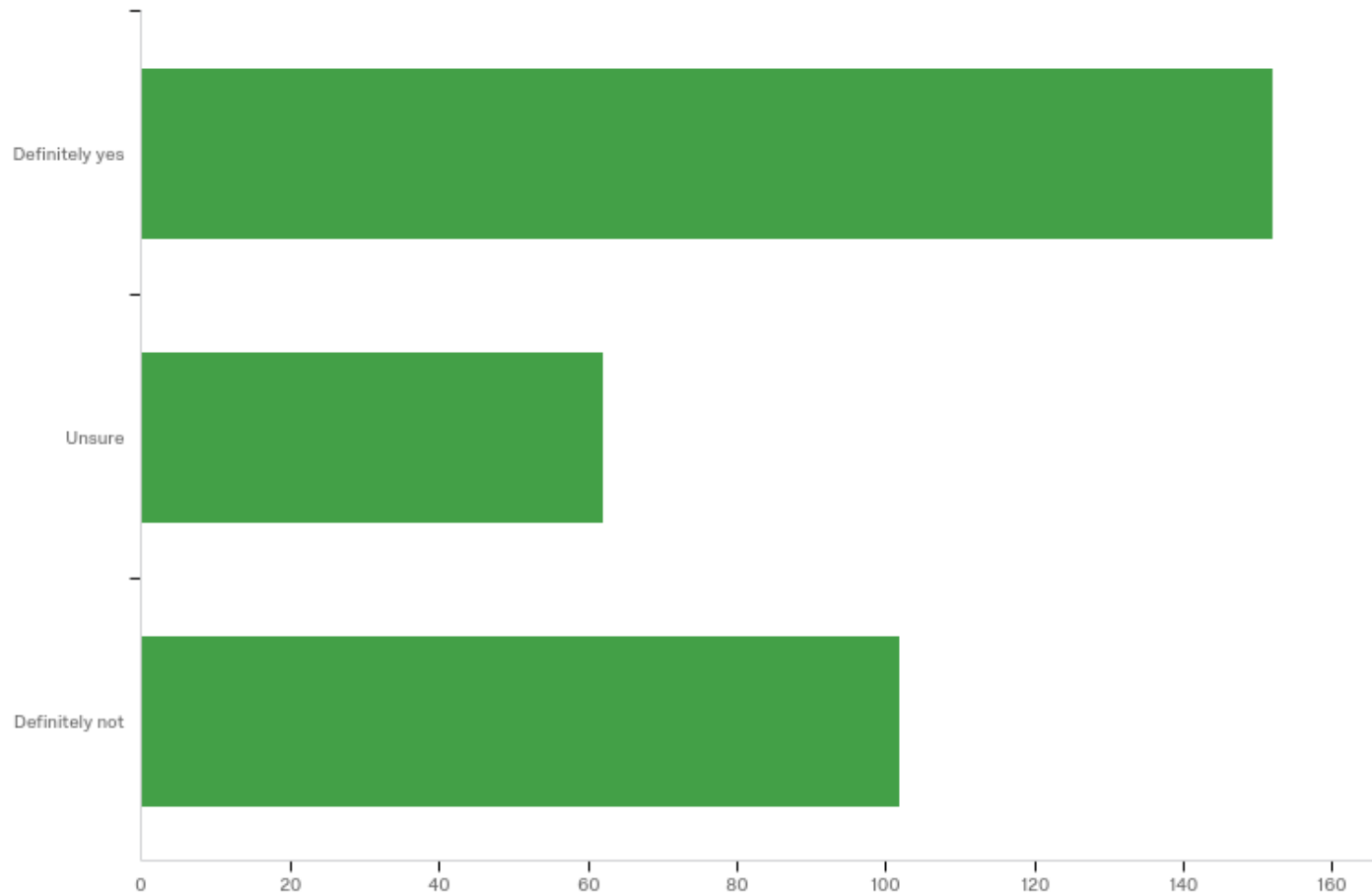
Unsure

Definitely  
Not

**Start the presentation to activate live content**

If you see this message in presentation mode, install the add-in or get help at [PollEv.com/app](https://PollEv.com/app)

Q17 - Assuming you will be sober for all conference events, is this behavior ethical?





Is there a difference between legally using marijuana  
and legally using alcohol?

Definitely  
Yes

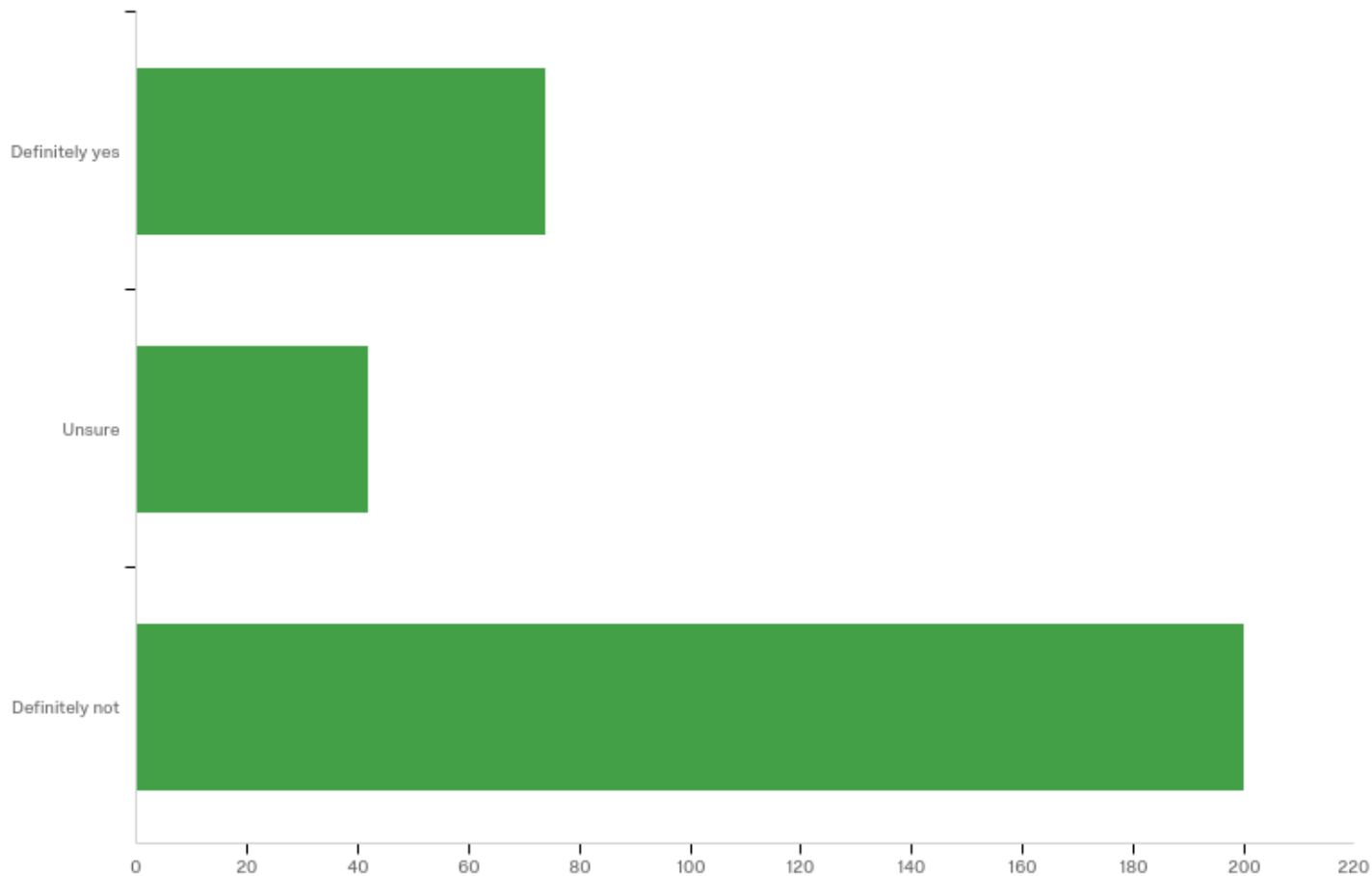
Unsure

Definitely  
Not

**Start the presentation to activate live content**

If you see this message in presentation mode, install the add-in or get help at [PollEv.com/app](https://PollEv.com/app)

# Q18 - Is there a difference between legally using marijuana and legally using alcohol?



# COMMENTS

- Marijuana is still federally illegal and is against most institutional codes of conduct.
- Whether legal or not, it isn't professional to become intoxicated while at a conference your institution sent you to.
- Regardless of the state's legalization of marijuana, it is still considered a drug and my workplace is drug-free. Therefore, since I am representing the university and would not be in this state otherwise, I need to abstain from drugs.
- As long as you conduct yourself in a manner that your extracurricular don't interfere with your professional function, it shouldn't much matter what you are doing in your free time.
- Legal use of any substance "off the clock" should not be governed by an employer when the behavior does not affect the job.
- Attending a work related event you should not partake in any activity that may adversely impact your behavior and reflect poorly upon yourself and your University.
- If it's legal, you aren't doing anything wrong.
- You would have to be off of "university time" for this to be ethical behavior.
- Until marijuana is legalized by the federal government - it is illegal.

# HIRING ETHICS

A colleague at another university has just interviewed a candidate you formerly supervised. The individual was one of the most disappointing hires you've ever made - in fact, you fired them for a multitude of issues. Though you are not listed as a reference for the individual, you decide to reach out to your colleague and give them a warning.

# Is it ethical to provide unsolicited feedback?

Definitely  
Yes

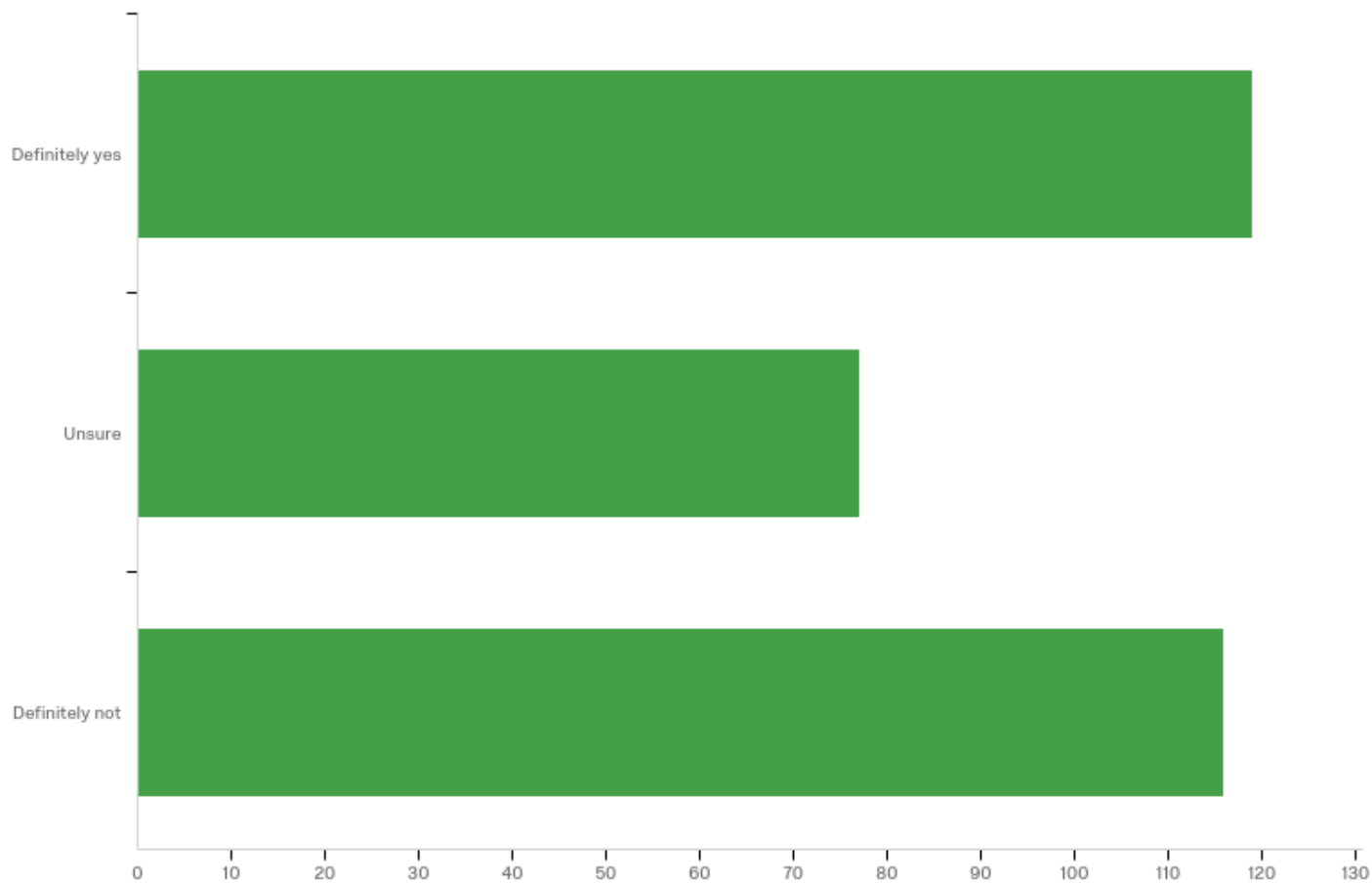
Unsure

Definitely  
Not

**Start the presentation to activate live content**

If you see this message in presentation mode, install the add-in or get help at [PollEv.com/app](https://PollEv.com/app)

## Q21 - Is it ethical to provide unsolicited feedback?



Have you ever participated in this behavior?

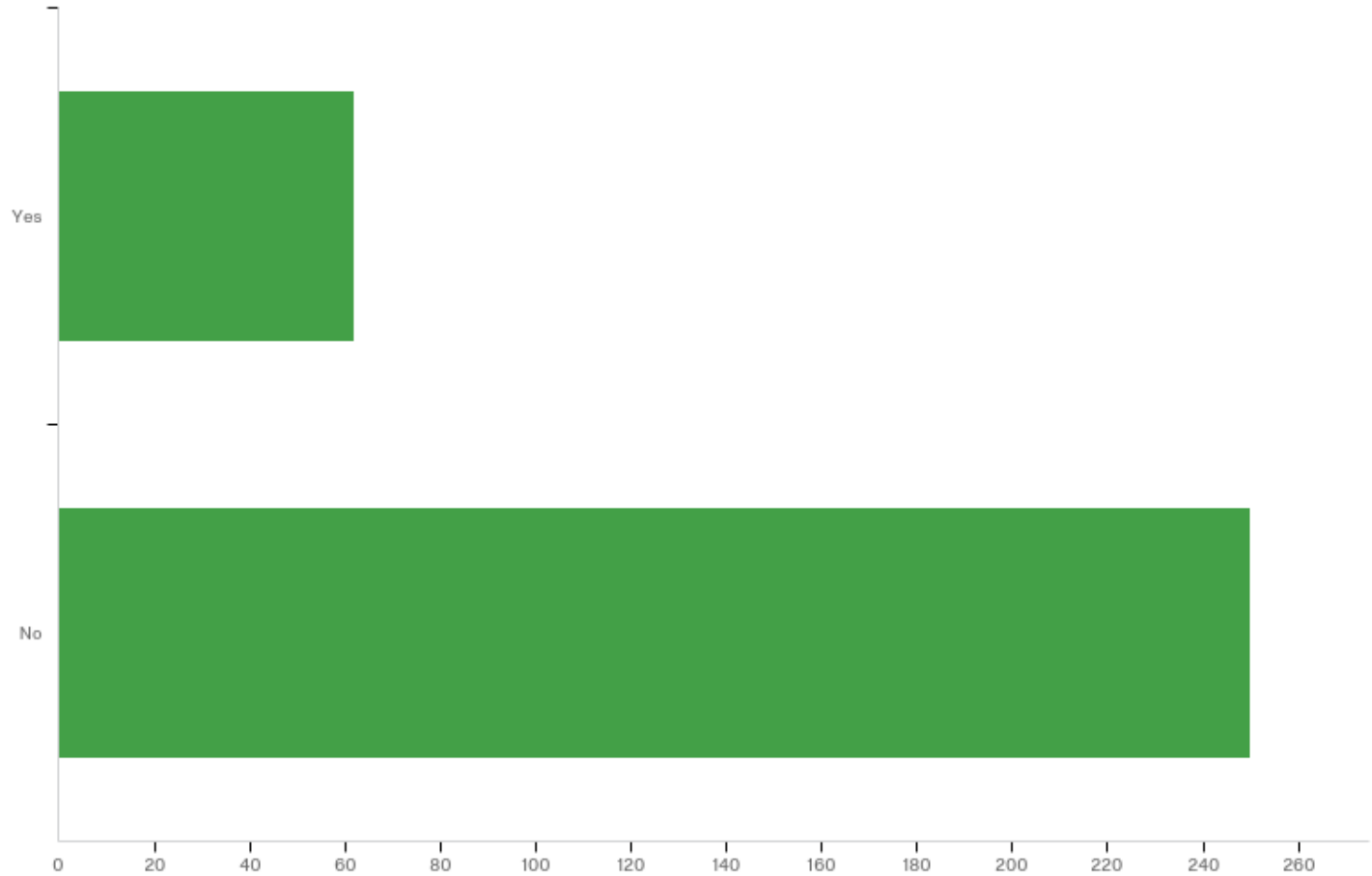
Yes

No

**Start the presentation to activate live content**

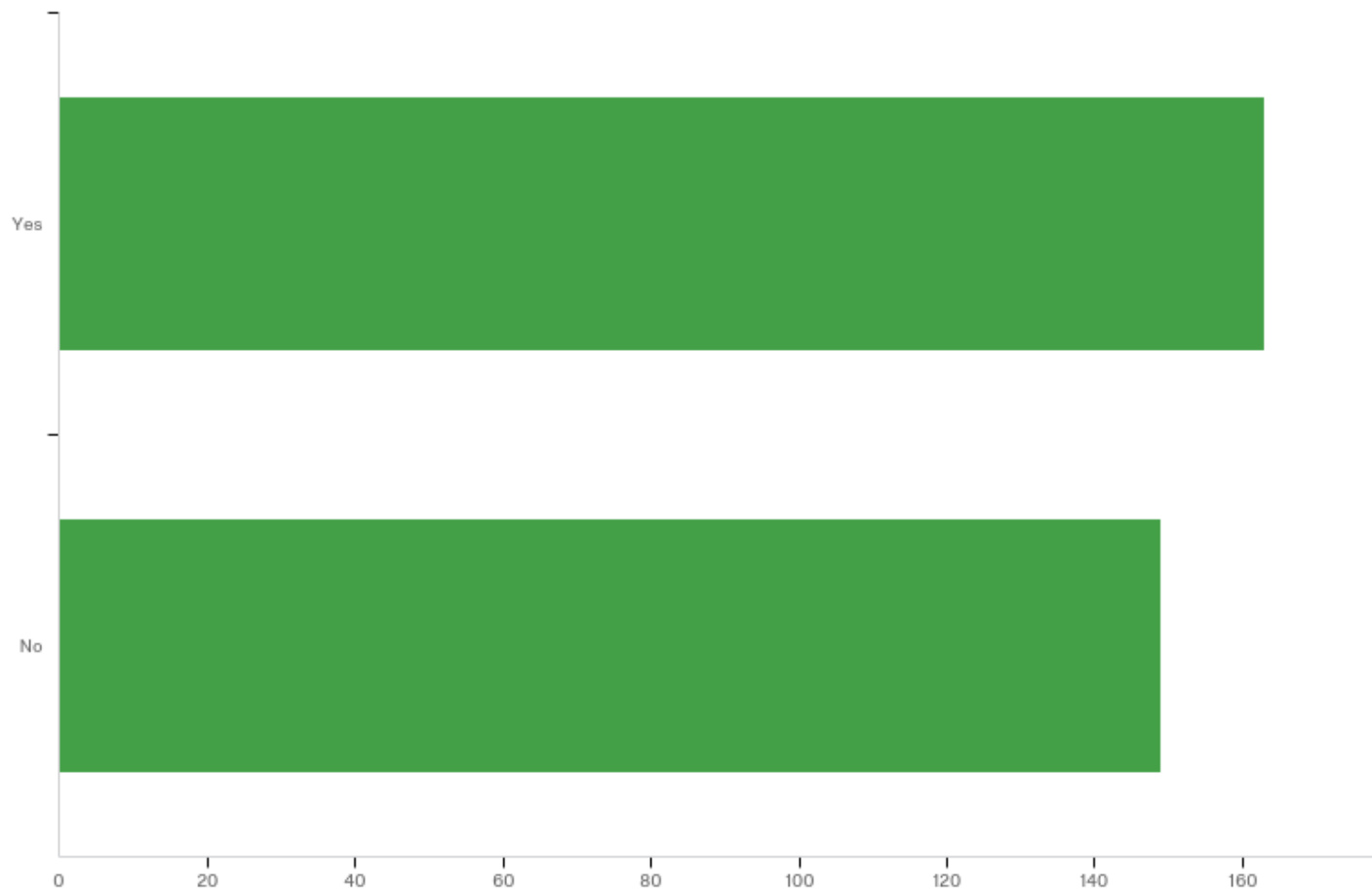
If you see this message in presentation mode, install the add-in or get help at [PollEv.com/app](https://PollEv.com/app)

## Q22 - Have you ever participated in this behavior?





Q23 - Have you ever received unsolicited feedback in a scenario similar to this?



# COMMENTS

- Just because a person didn't work out in my work environment doesn't mean they won't work better in another. If I had been listed as a reference, I would be honest, but I wouldn't give that feedback unsolicited.
- I see nothing wrong with this, and I am happy that I was warned about someone to avoid bringing into my organization.
- I had dismissed a director for theft. I did warn our legal counsel who also happened to be legal counsel for the institution that hired him. They decided not to inform the hiring institution.
- I don't believe the person should contact the colleague if not listed as a reference.
- While it could compromise the search personal feelings should not enter into a hiring decision.
- Beyond the ethical implication, this puts you and your institution at legal risk.
- Though I see this as unethical, it sure would have been nice if someone at the former place of employment had given us a heads up on a colleague we hired. Similarly though, we did not give anyone at their next institution a heads up either. The same problems were repeated at three schools at least. At the third, the person was arrested for the behaviors others had failed to adequately address.
- Unethical and possibly illegal to provide such unsolicited feedback during a job search.

# SCALPING?

A big-name act is coming to your campus and you have received a set of complimentary tickets to the event. You decided to sell them for face value on a ticket reselling website.

# Is this behavior ethical?

Definitely  
Yes

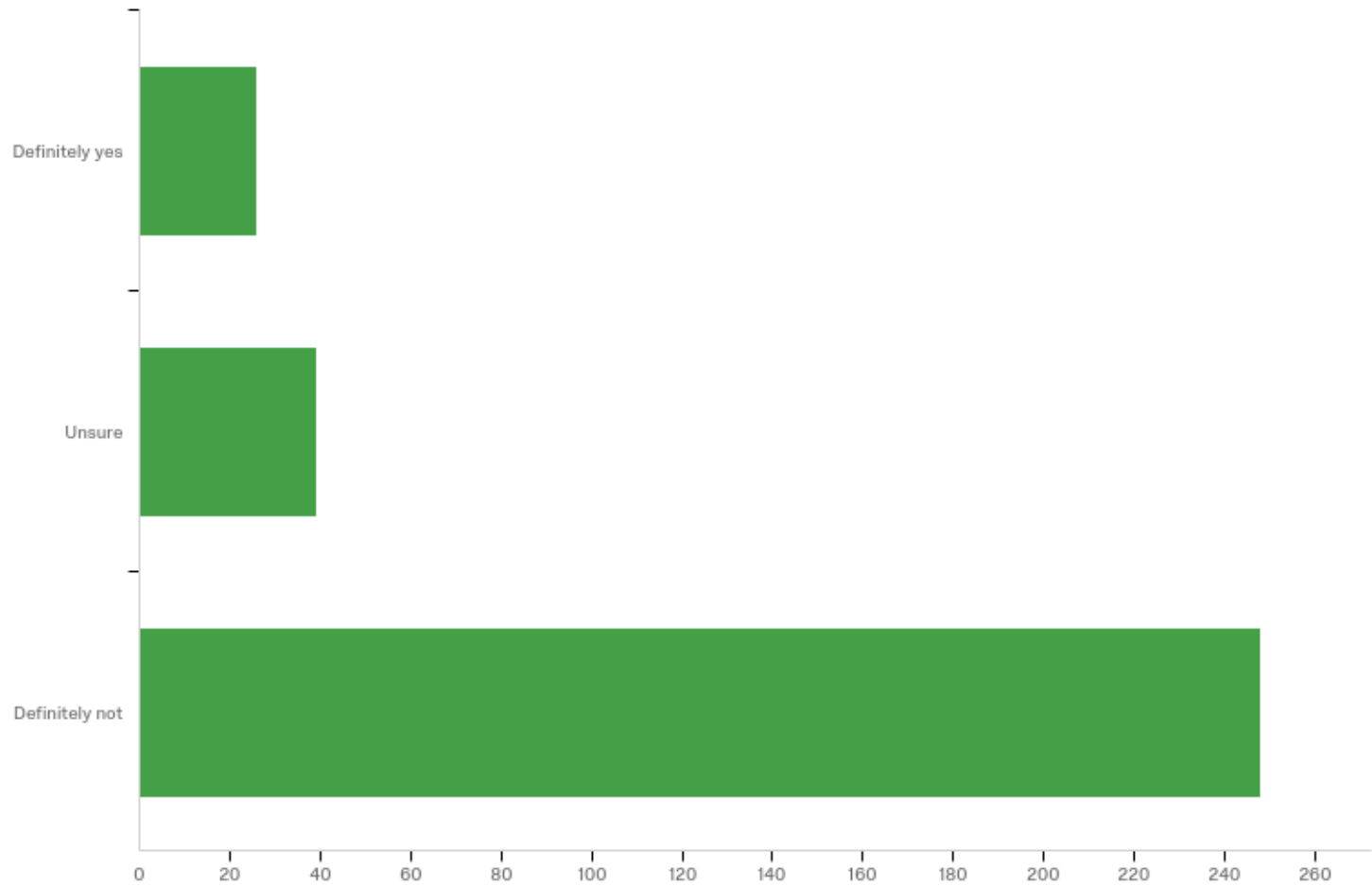
Unsure

Definitely  
Not

**Start the presentation to activate live content**

If you see this message in presentation mode, install the add-in or get help at [PollEv.com/app](https://PollEv.com/app)

## Q26 - Is this behavior ethical?



giving the ticket to a family member or friend etc.  
acceptable?

Definitely  
Yes

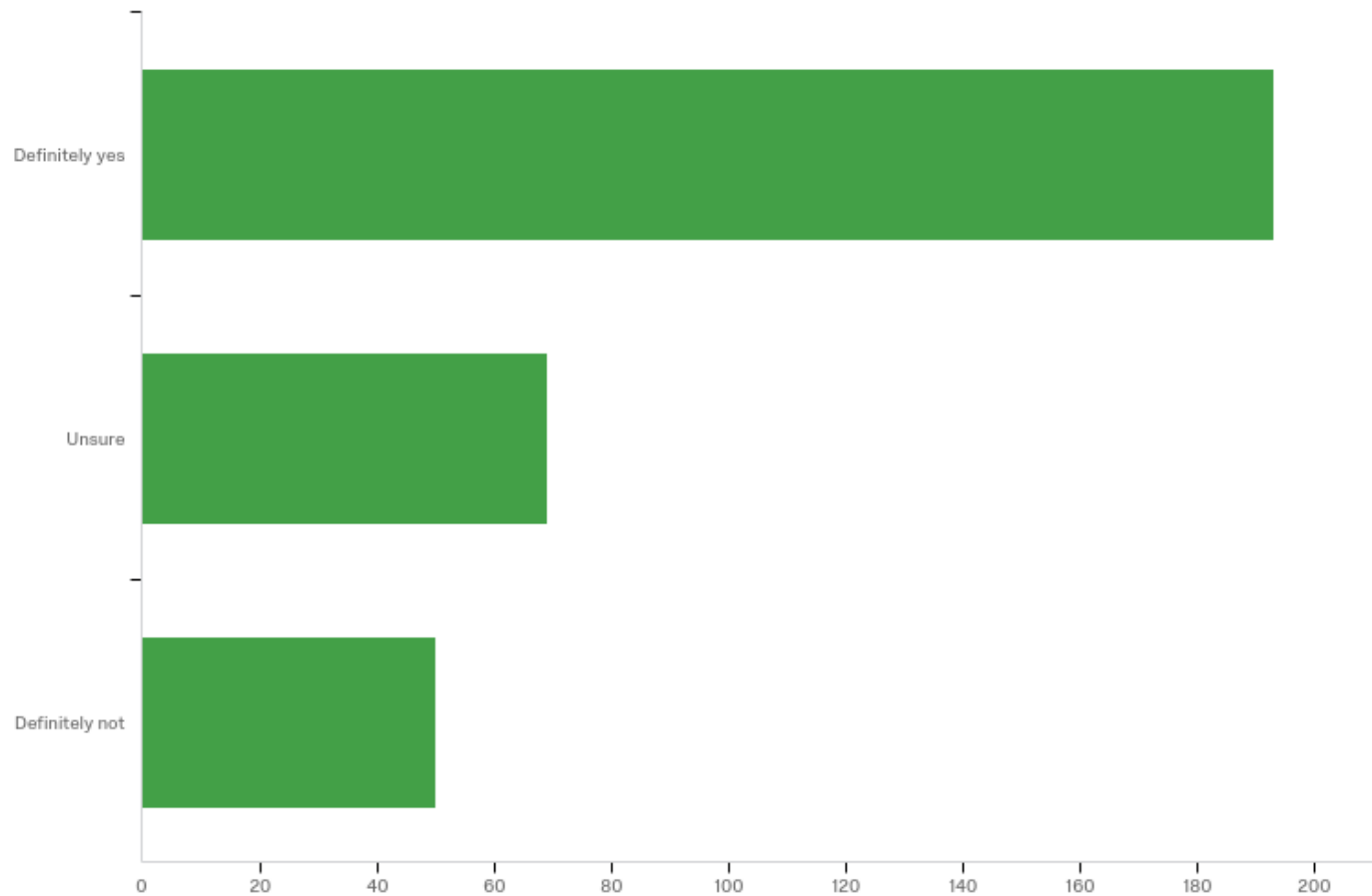
Unsure

Definitely  
Not

**Start the presentation to activate live content**

If you see this message in presentation mode, install the add-in or get help at [PollEv.com/app](https://PollEv.com/app)

## Q27 - Is giving the ticket to a family member or friend ethically acceptable?



# COMMENTS

- Profiting from your position by selling them would be unethical in my opinion.
- Depends on the face value of the tickets and the policies of your employer. Giving them to family or friends instead of other coworkers may not be wrong if you are able to accept them as a gift and once the gift is given, you are free to share with whomever.
- I would likely give them to a student as a reward.
- It depends on the tickets. General Admission, Back Stage, etc.
- Giving to a friend or family member is acceptable in my opinion as long as they do not resell it either.



# FREE FOOD!

A promotional item vendor you have regularly done business with has popped into your office and offered to take you to lunch at McDonald's. You decide to attend lunch and allow the vendor to pay for your meal.

# Is this behavior ethical?

Definitely  
Yes

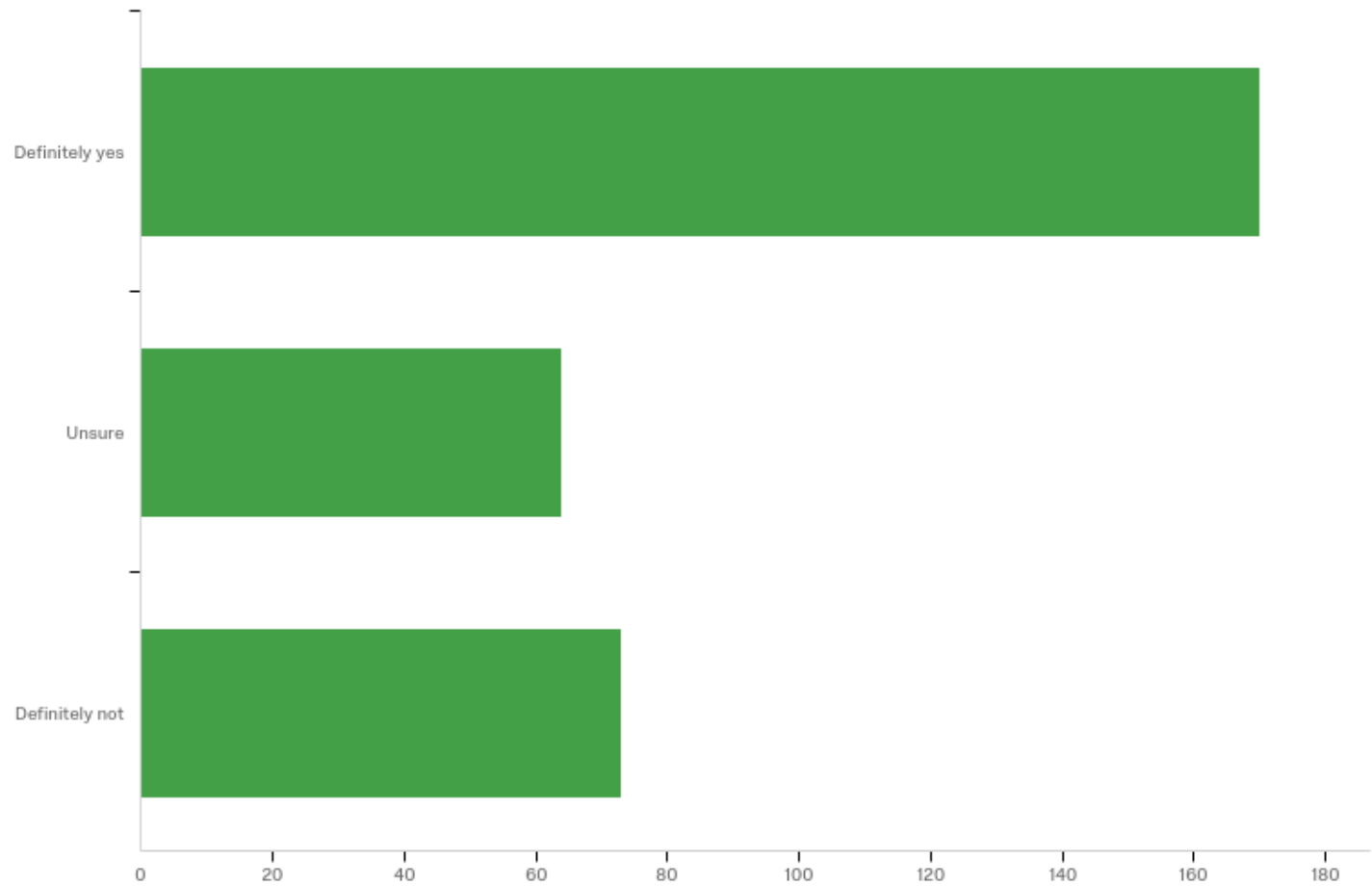
Unsure


Definitely  
Not

**Start the presentation to activate live content**


If you see this message in presentation mode, install the add-in or get help at [PollEv.com/app](https://PollEv.com/app)

## Q30 - Is this behavior ethical?





How does the price-point of the meal impact your determination that the behavior is ethical or unethical?



The price point of the meal  
DOES influence my  
determination of ethical or  
unethical behavior.

The price point of the meal  
has NO influence on my  
determination of ethical or  
unethical behavior.

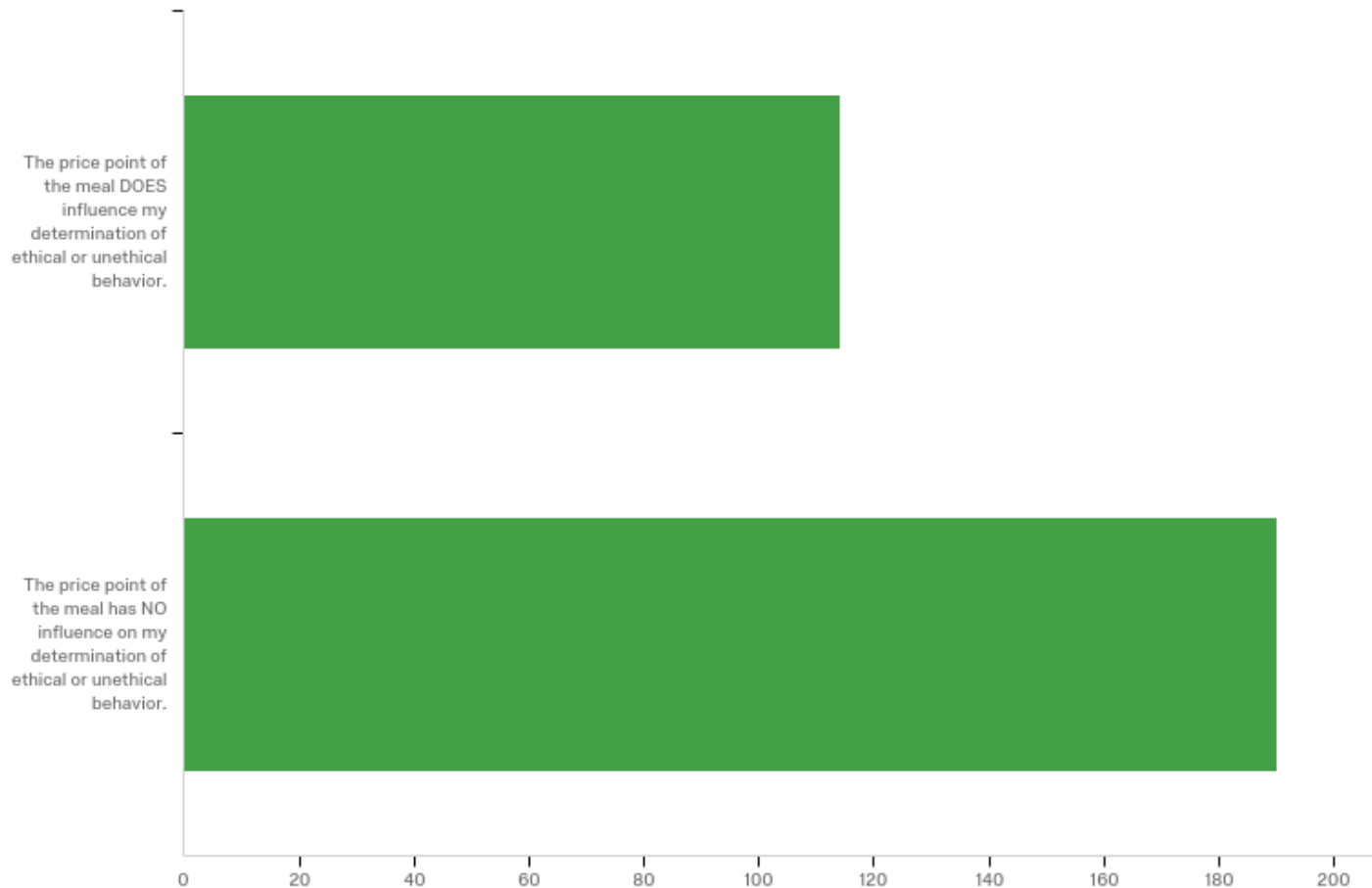


**Start the presentation to activate live content**



If you see this message in presentation mode, install the add-in or get help at [PollEv.com/app](https://PollEv.com/app)

# Q31 - How does the price-point of the meal impact your determination that the behavior is ethical or unethical?



...ect report participated in this behavior, would you consider it to be an issue that needs to be addressed?

Yes, I would address this behavior

No, I would NOT address this behavior

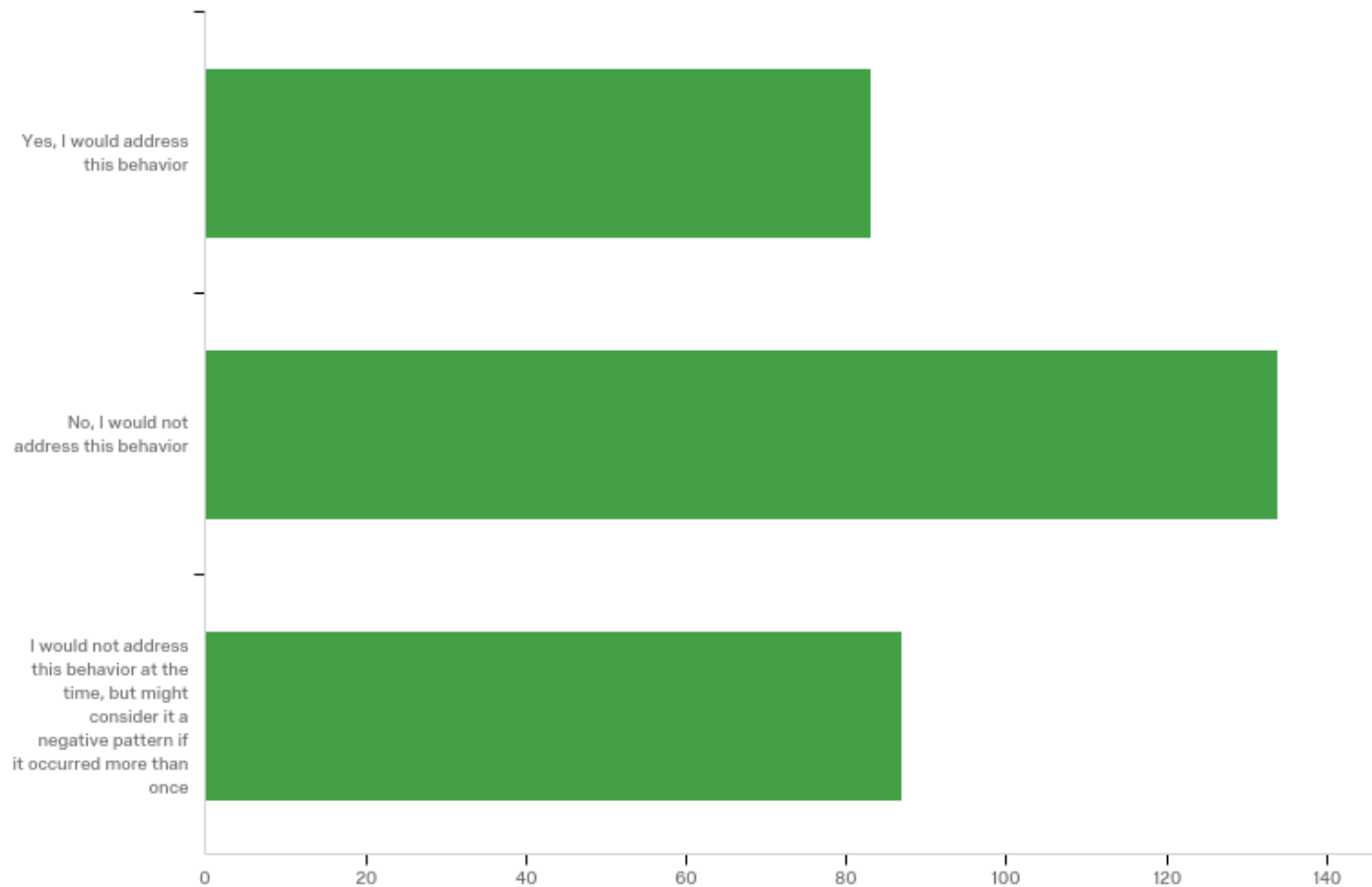
I would not address this behavior at the time, but might consider

...negative pattern if it occurred more than once.

**Start the presentation to activate live content**

If you see this message in presentation mode, install the add-in or get help at [PollEv.com/app](https://PollEv.com/app)

# Q32 - If a direct report participated in this behavior, would you consider it to be an issue that needs to be addressed?



Have you ever participated in this behavior?

Yes

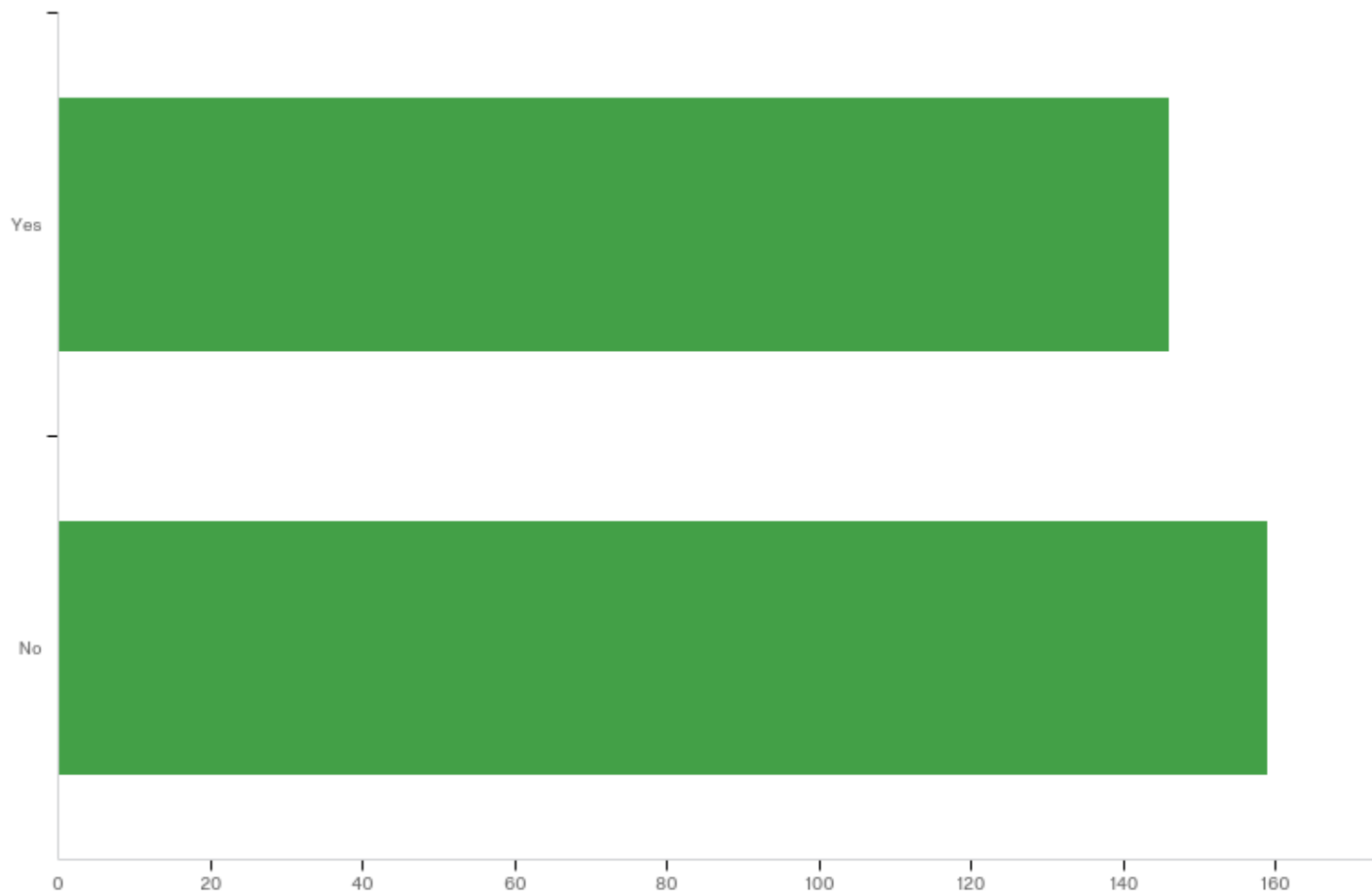
No

**Start the presentation to activate live content**

If you see this message in presentation mode, install the add-in or get help at [PollEv.com/app](https://PollEv.com/app)



# Q33 - Have you ever participated in this behavior?



# COMMENTS

- I only practice this with vendors we do business with. A new vendor with no history would push my ethical limits.
- I think that this behavior does send a message of being somewhat in debt to the vendor.
- Depends on your school's/state's stance on accepting meals from vendors.
- Vendors pay for meals to either persuade you to do business with them OR to thank you for your past purchases.
- Most universities have a policy regarding this. If my university did not allow this, I would not participate. If there was no policy, I would accept the offer.
- Just pay for your own meal.
- It may appear to be de minimis but anytime you allow a vendor to purchase something for you that you would otherwise purchase I believe it creates a conflict of interest...If a vendor is sponsoring an outing for a group of clients, that is a different matter.

# GIFTING FOR AUNT IDA

Your dining vendor sent a large holiday basket of treats to your office. It is specifically addressed to you and no other members of your office received a similar gift. You're planning to re-gift the basket to your Aunt Ida.

# Is this behavior ethical?

Definitely  
Yes

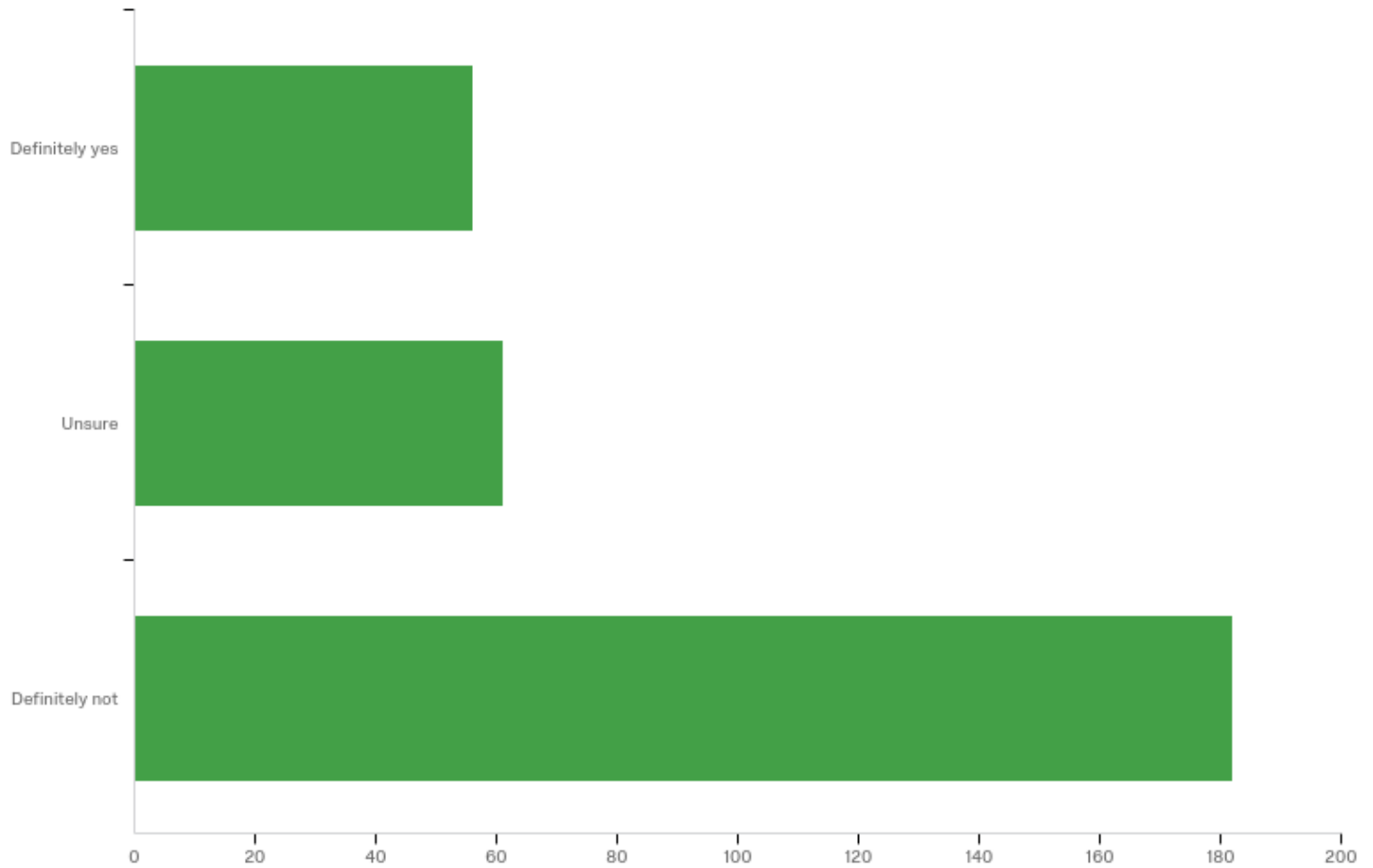
Unsure

Definitely  
Not

**Start the presentation to activate live content**

If you see this message in presentation mode, install the add-in or get help at [PollEv.com/app](https://PollEv.com/app)

## Q36 - Is this behavior ethical?





Have you ever participated in this behavior?

Yes

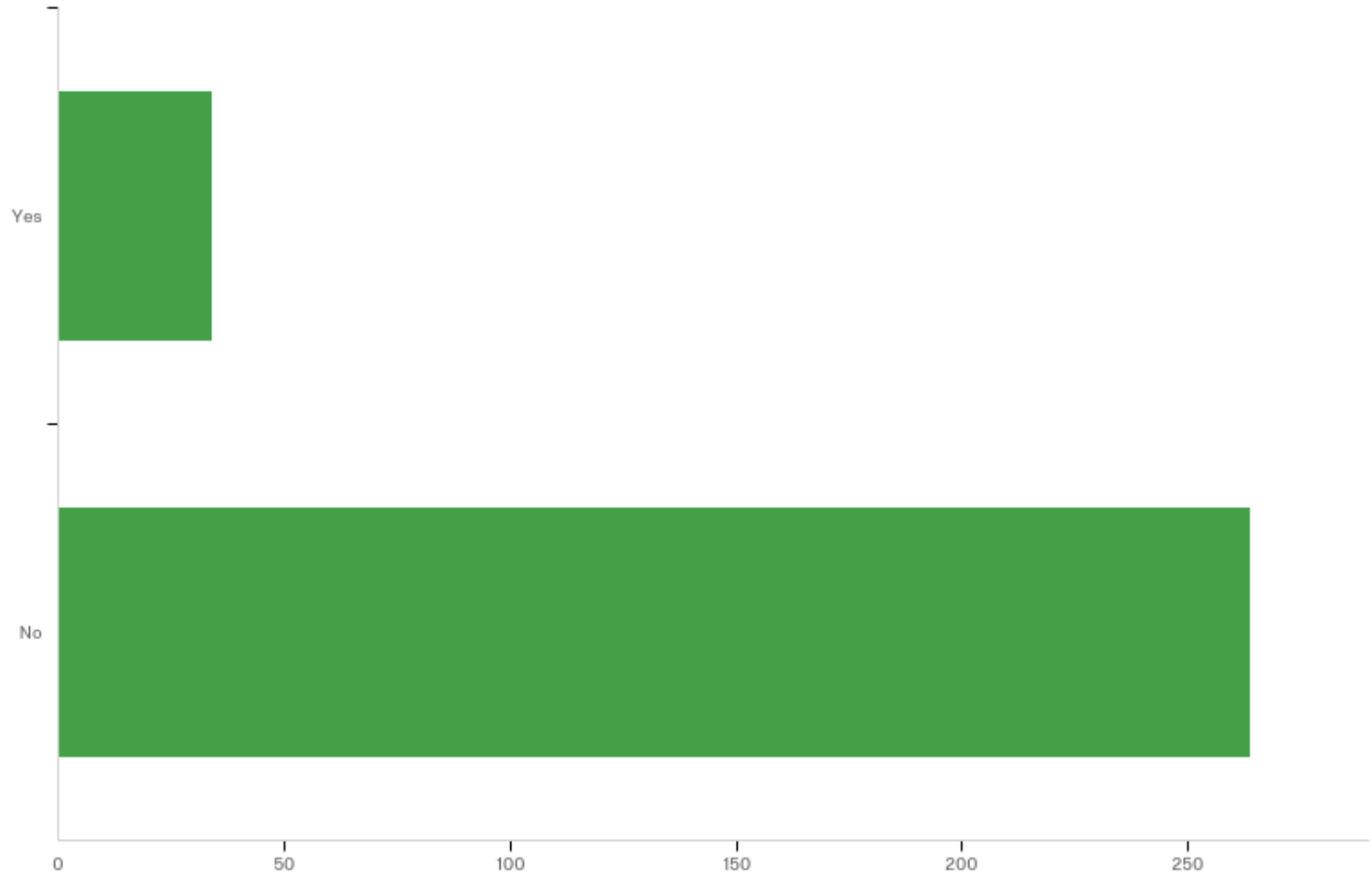
No



**Start the presentation to activate live content**

If you see this message in presentation mode, install the add-in or get help at [PollEv.com/app](https://PollEv.com/app)

# Q37 - Have you ever participated in this behavior?





In this scenario, which action would you take



Politely refuse the gift basket

Accept the gift basket and consume it personally (or with your family)

Accept the gift and share with the office team

Accept the gift and use as a prize for students

Other



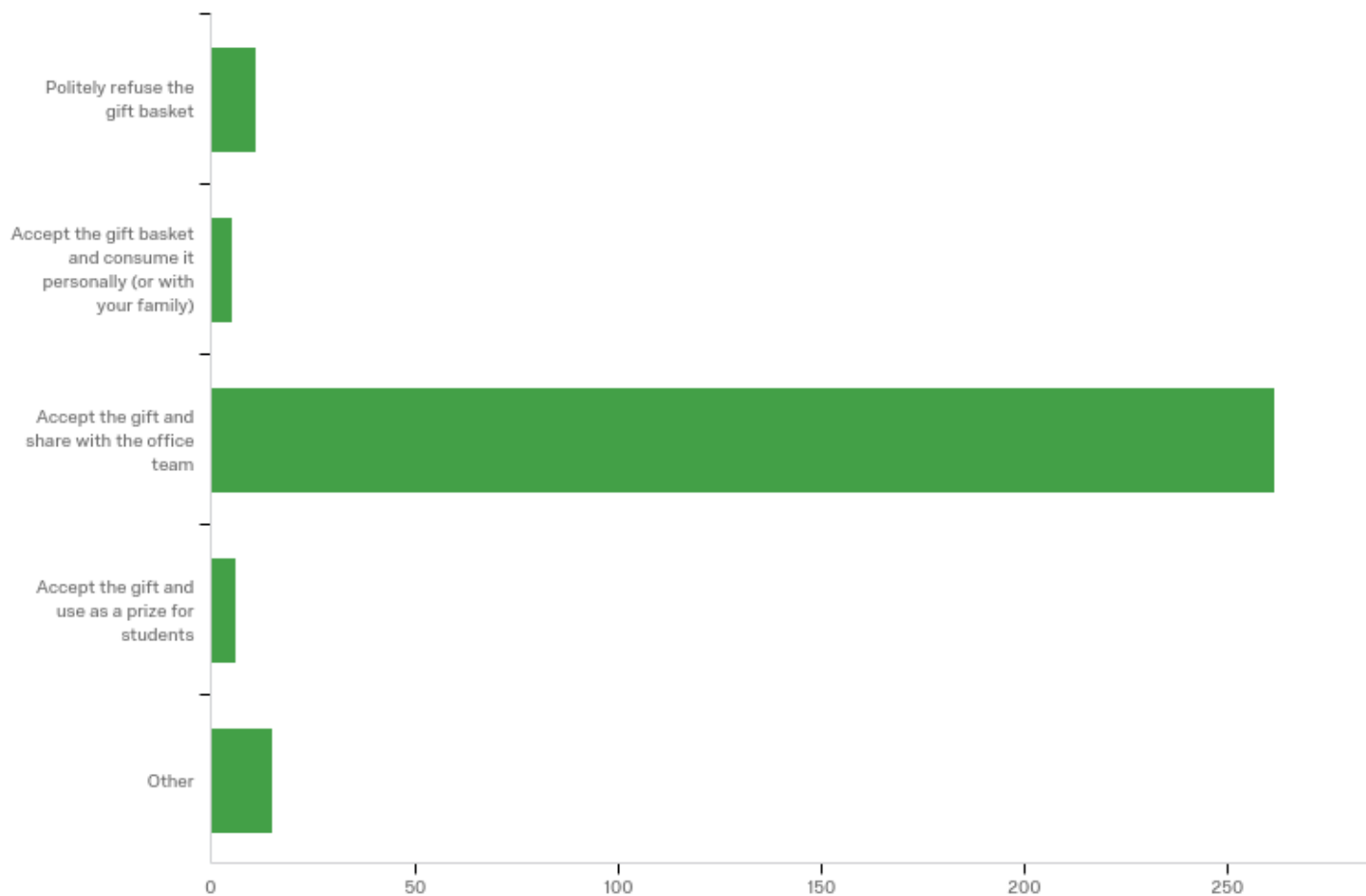
**Start the presentation to activate live content**



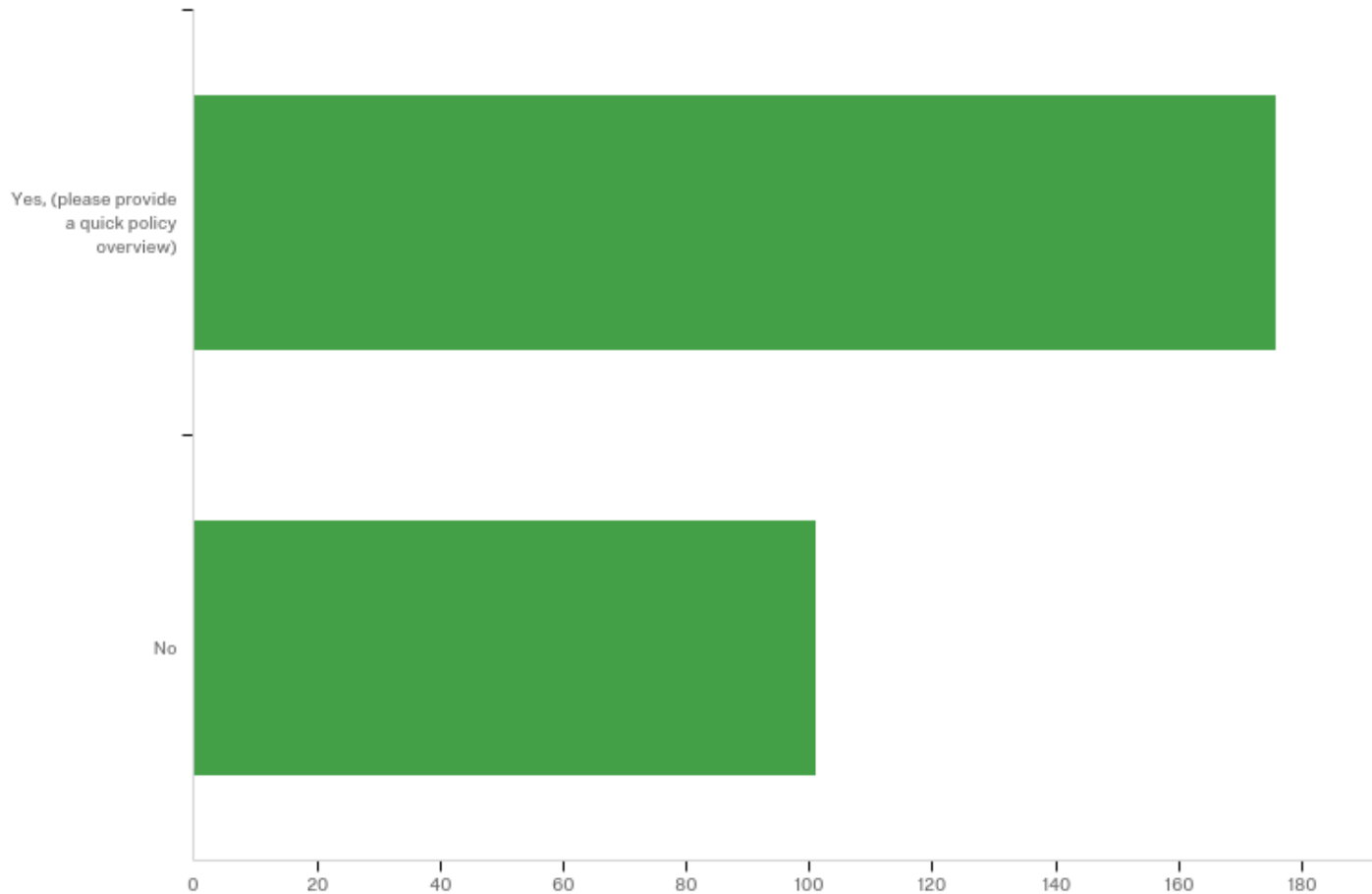
If you see this message in presentation mode, install the add-in or get help at [PollEv.com/app](https://PollEv.com/app)



## Q38 - In this scenario, which action would you take?



Q39 - Does your campus/company have a policy regarding receiving gifts? If yes, please explain.



# COMMENTS

- Accept and share with office team, if anything is left over I would bring it home.
- I have shared with the office team and also given them away as prizes to students.
- It was a gift addressed to me so I would do with it whatever I wanted.

# PARENTS BUYING HELP

You recently helped a student through a challenging situation and the parent has sent you a \$100 gift card to show their appreciation. You neither supervise this student nor teach them in an academic setting - your help is part of your normal job responsibilities.



## In this scenario, which action would you take



Politely refuse the gift card and mail it back to the parent

Accept the gift card and use it personally

Accept the gift and use as a prize for students or other business related matter

Accept the gift, but donate it to the university advancement office

Other

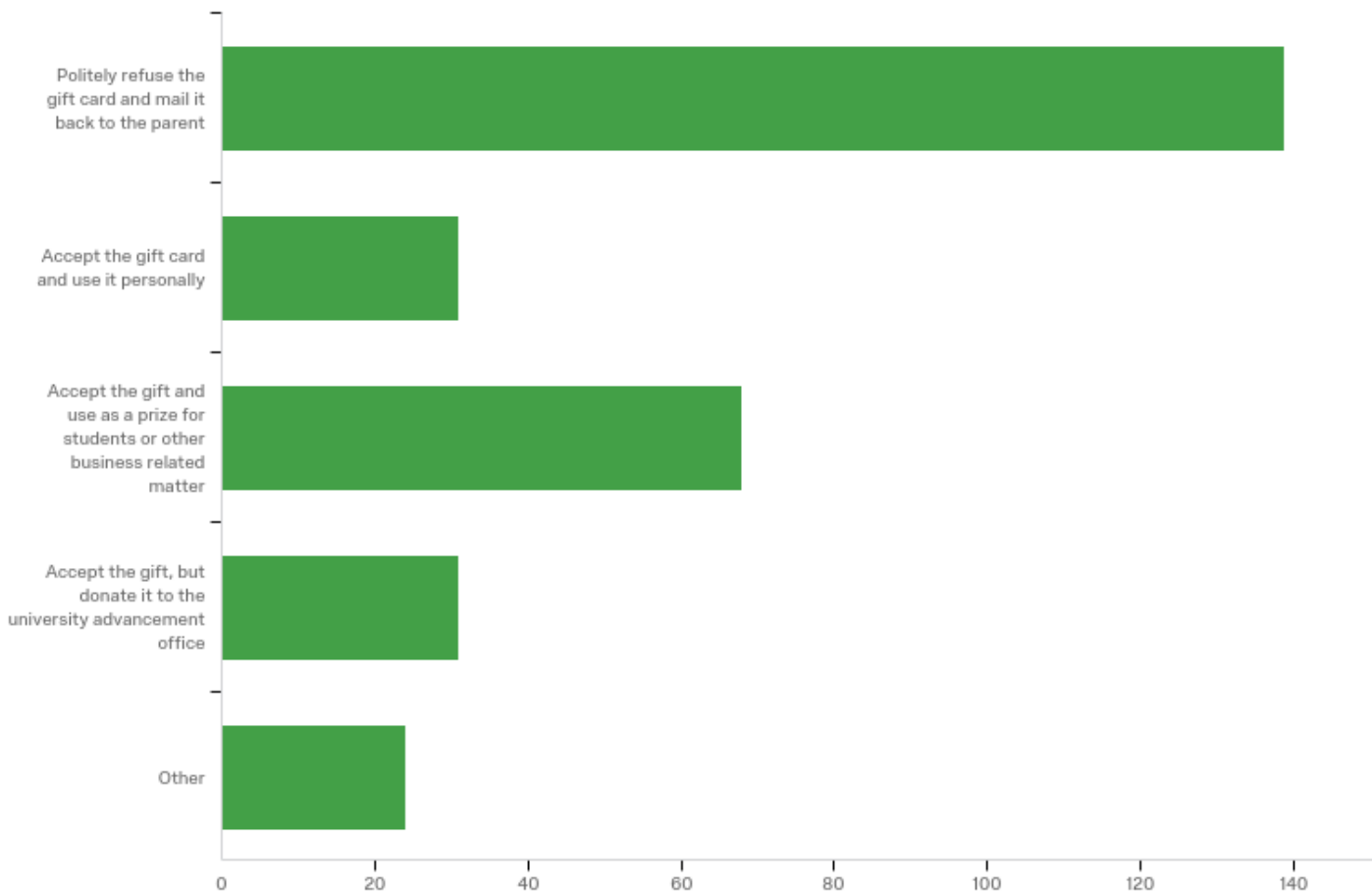



**Start the presentation to activate live content**



If you see this message in presentation mode, install the add-in or get help at [PollEv.com/app](https://PollEv.com/app)

## Q42 - In this scenario, which action would you take?





# Is scenario different if the gift is flowers or a box of chocolates?



Yes, flowers and chocolates are consumable so this is ethically acceptable

The nature of the gift makes no difference, accepting this is unethical behavior

The nature of the gift makes no difference, accepting this is ethical behavior

Other

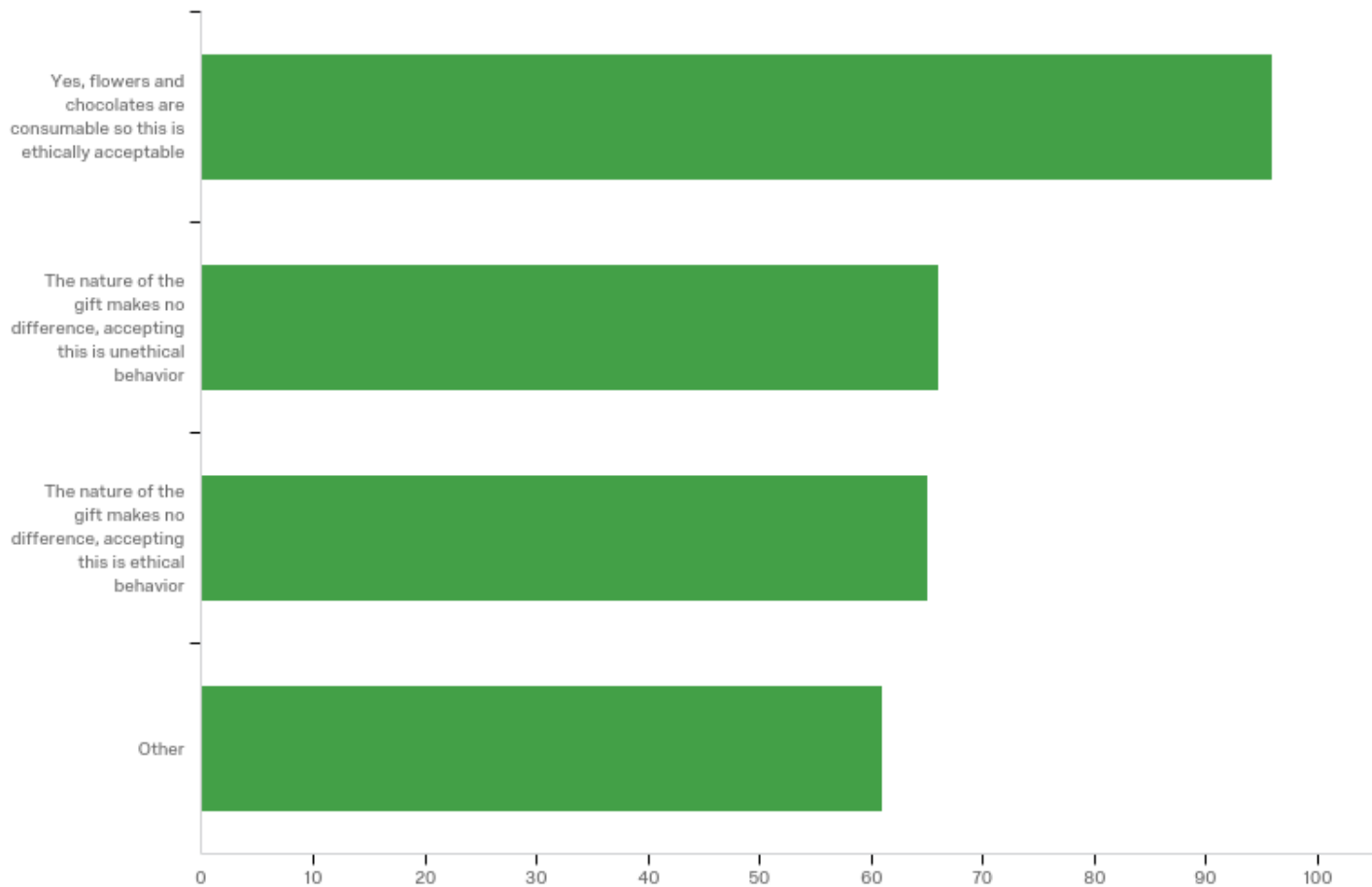


**Start the presentation to activate live content**



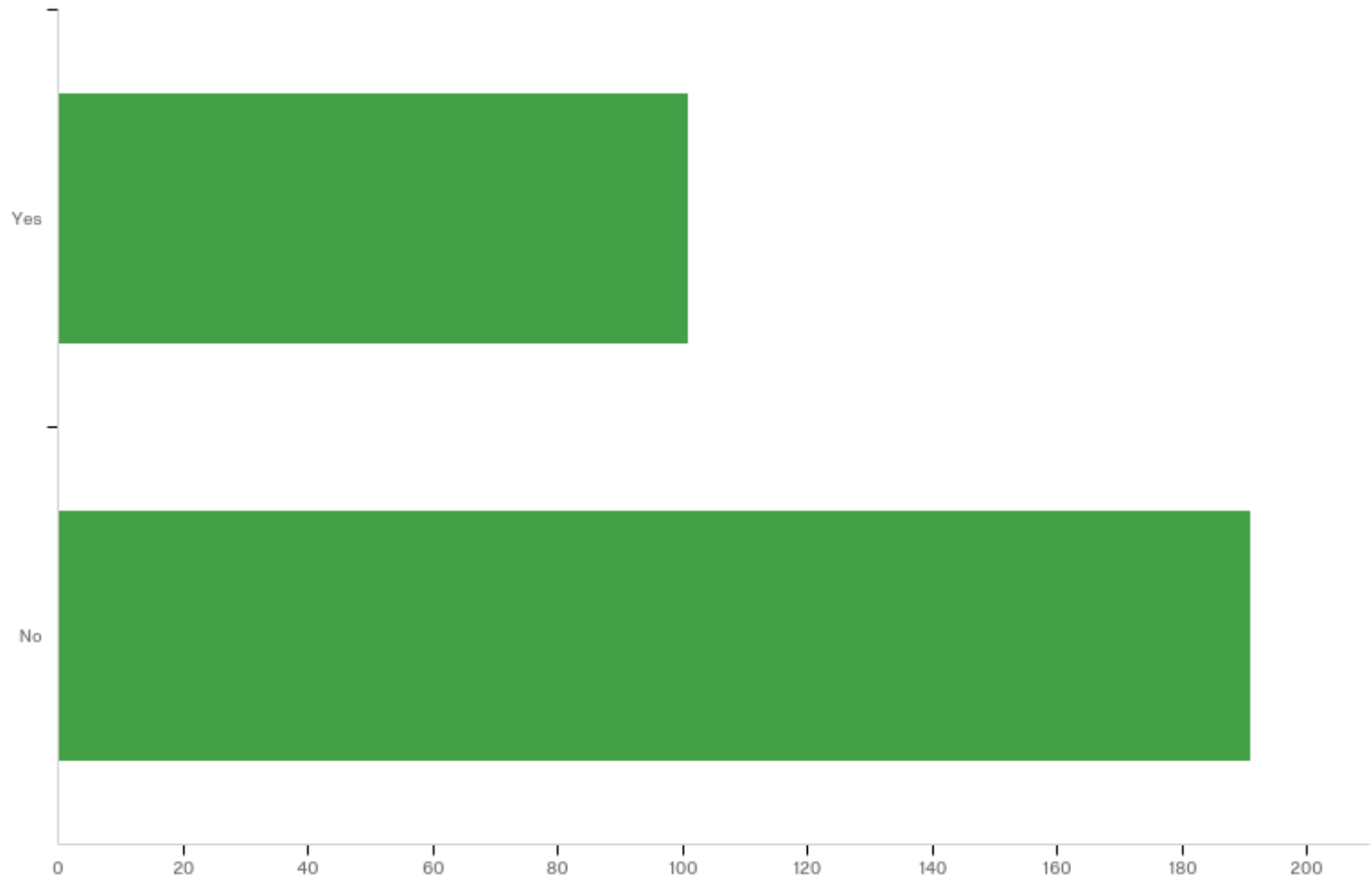
If you see this message in presentation mode, install the add-in or get help at [PollEv.com/app](https://PollEv.com/app)

## Q43 - Is this scenario different if the gift is flowers or a box of chocolates?





# Q44 - Have you ever participated in this behavior?



# FAMILY GOLFING

Your department pays \$5000 annually for an athletics sponsorship package. The package includes advertising at sports venues and a set of four passes to the big golf tournament. You're a big golfer and decide to take your father-in-law, brother and cousin to the tournament.

# Is this behavior ethical?

Definitely  
Yes

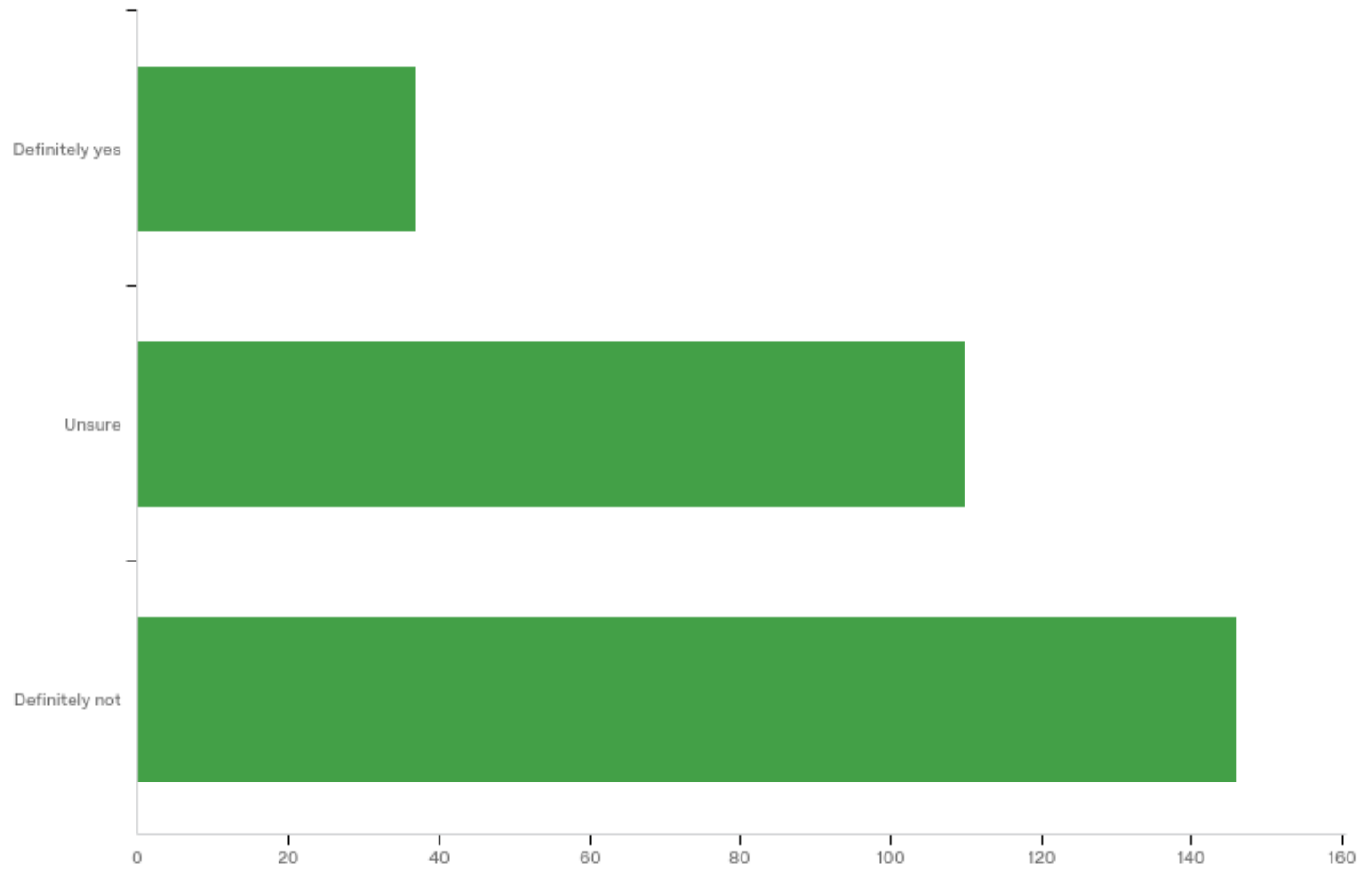
Unsure

Definitely  
Not

**Start the presentation to activate live content**

If you see this message in presentation mode, install the add-in or get help at [PollEv.com/app](https://PollEv.com/app)

## Q47 - Is this behavior ethical?



# iPADs FOR EVERYONE!

Congratulations! While at a conference, you put your business card in a drawing at a vendor booth and just won an iPad.

**NACAS**

# Who owns the iPad?

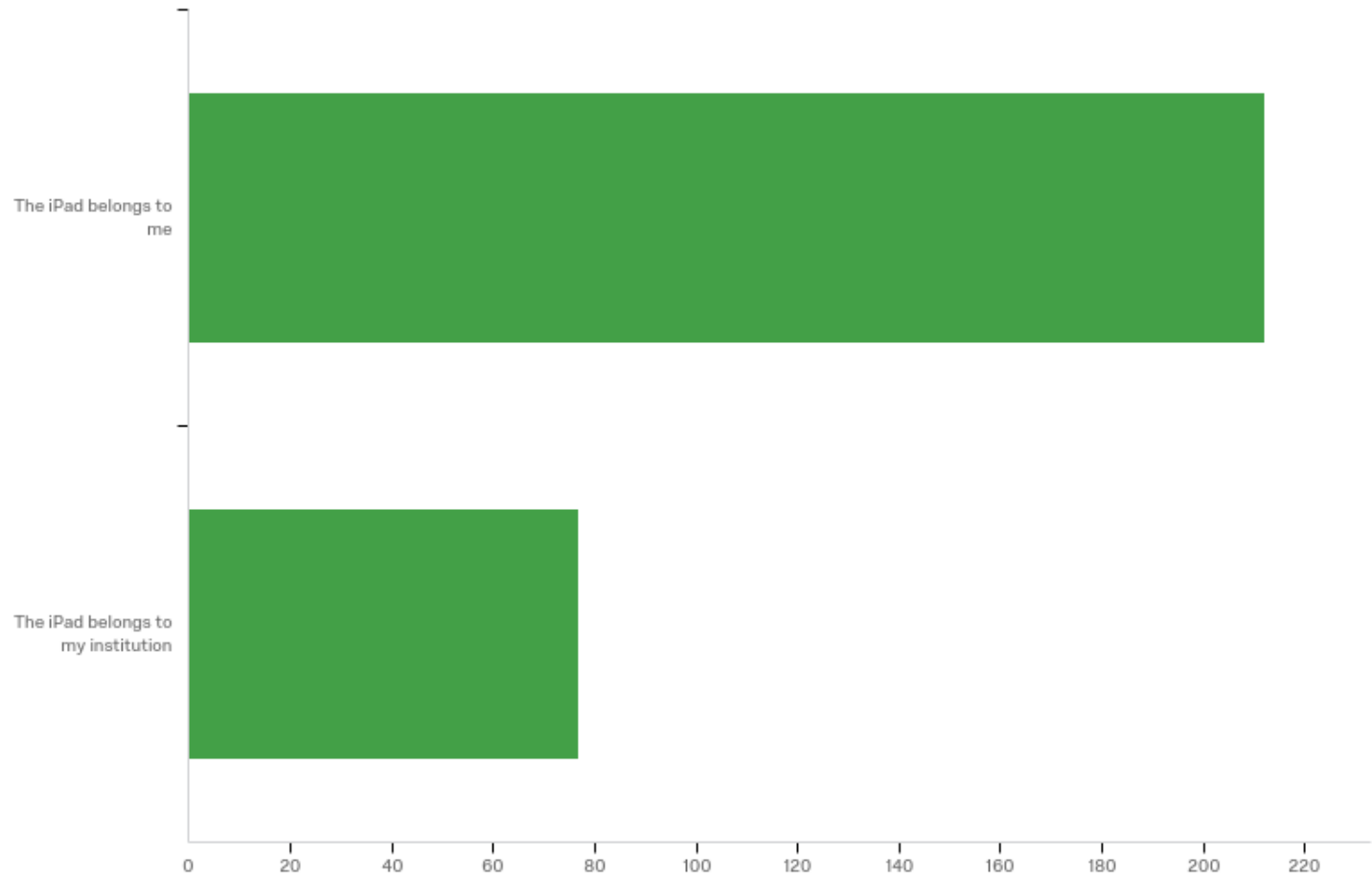
The iPad  
belongs to me


The iPad  
belongs to my  
institution

**Start the presentation to activate live content**


If you see this message in presentation mode, install the add-in or get help at [PollEv.com/app](https://PollEv.com/app)

## Q50 - Who owns the iPad?





**the prize has a lower value (\$25 gift card, example), does your answer change?**



No change, the gift card belongs to me



No change, the gift card belongs to my institution

I've changed my mind - I own the gift card

I've changed my mind - the institution owns the gift card

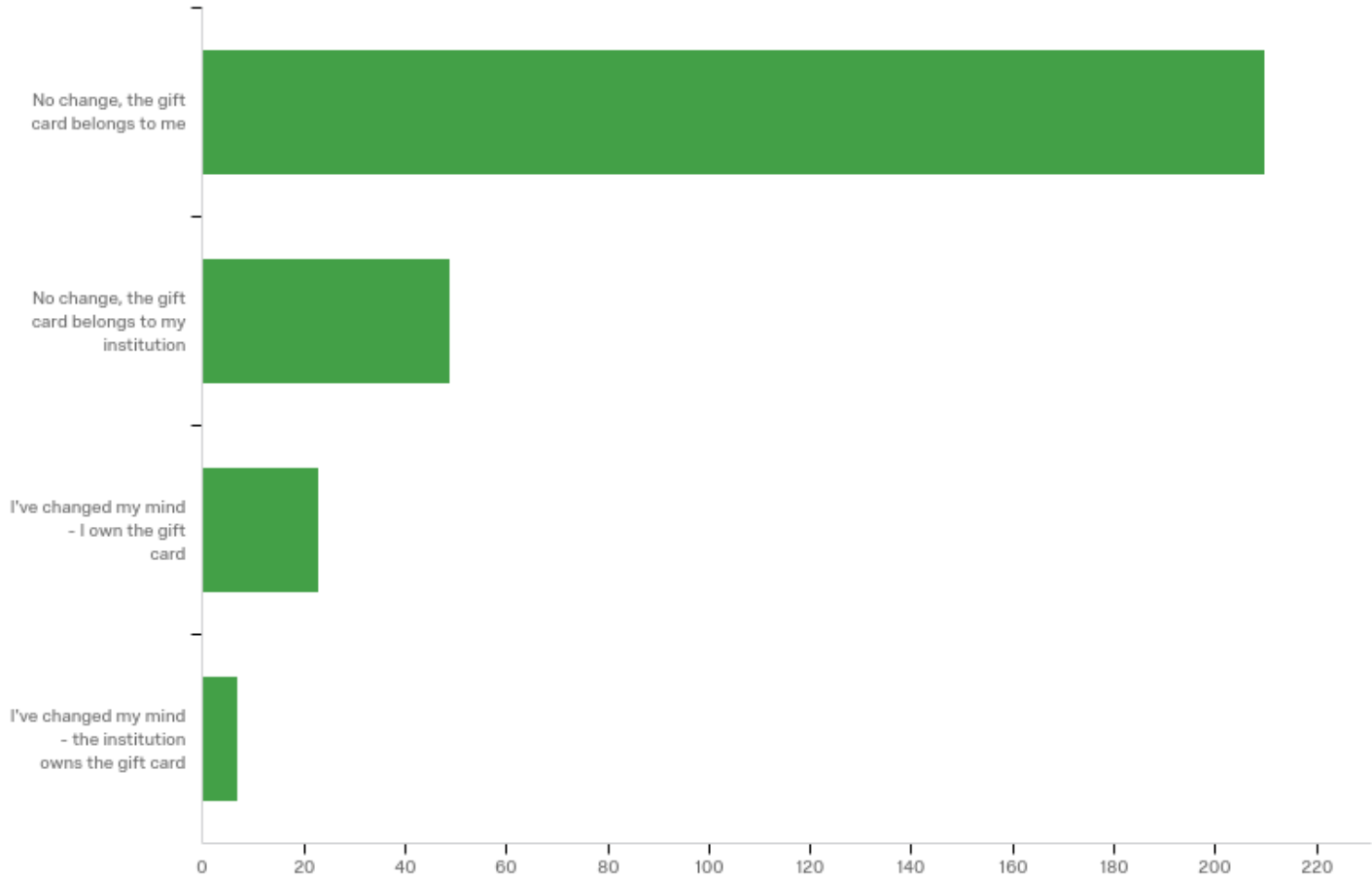
**Start the presentation to activate live content**

If you see this message in presentation mode, install the add-in or get help at [PollEv.com/app](https://PollEv.com/app)





# Q51 - If the prize has a lower value (\$25 gift card, for example), does your answer change?



# COMMENTS

- A door prize is different than a personal gift. I randomly won it.
- I have won raffles like this at conferences, and I have no issue with accepting them.
- The institution paid for you to attend the conference and then becomes the owner of said property received based upon your attendance.
- Employees cannot accept prizes from vendors that are not promotional items generally distributed to the public.
- The policy at my institution is the school owns the gift card.
- Perks of attending a conference.

# GREEN EGGS AND...

In casual conversation with a vendor, you mention how much you want a Big Green Egg (high-end grill valued at \$1,000+). The vendor's brother just happens to work for Big Green Egg and the vendor can hook you up with an employee discount. You eagerly agree.

# Is this behavior ethical?

Definitely  
Yes

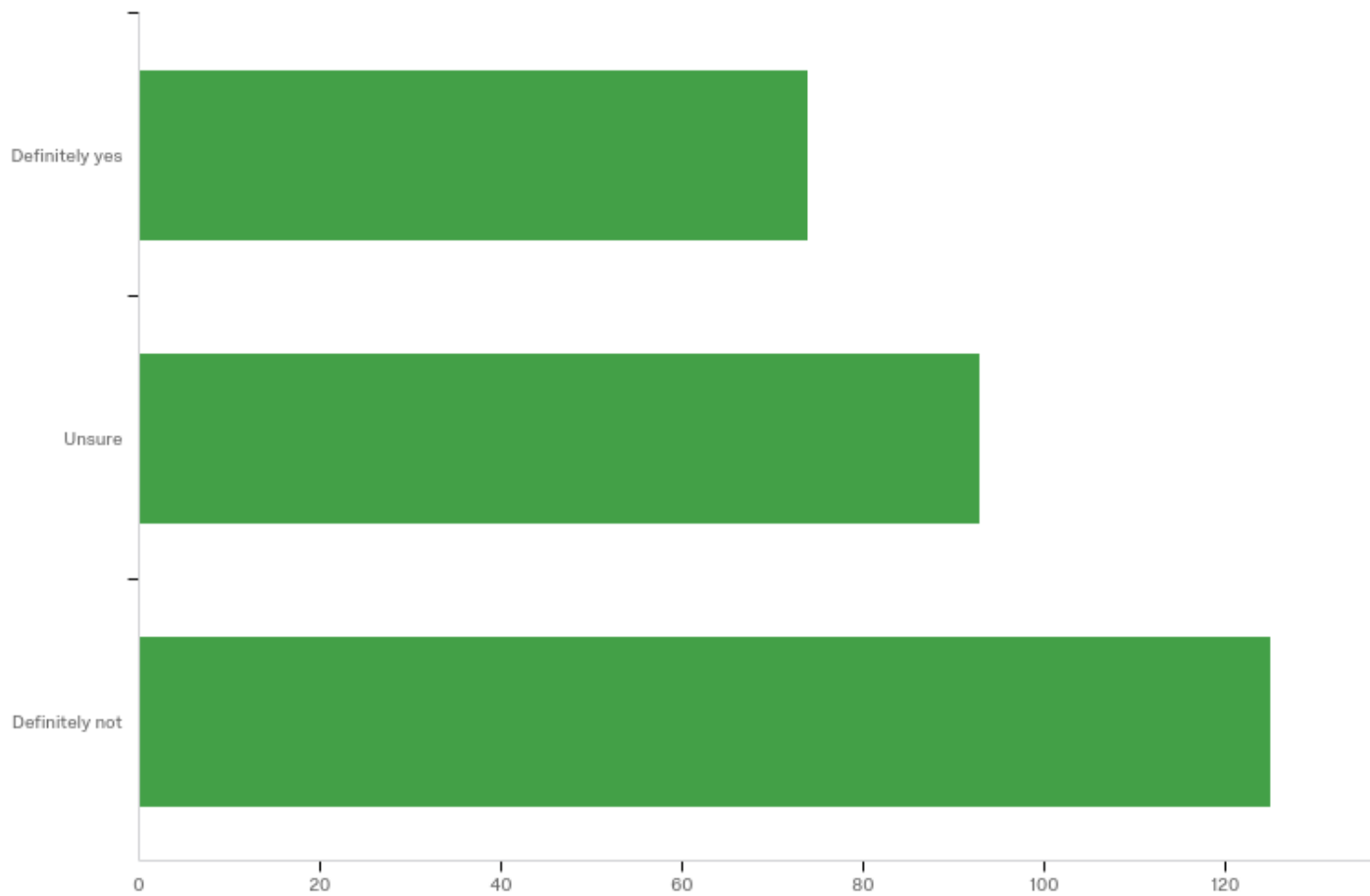
Unsure

Definitely  
No

**Start the presentation to activate live content**

If you see this message in presentation mode, install the add-in or get help at [PollEv.com/app](https://PollEv.com/app)

## Q54 - Is this behavior ethical?



# COMMENTS


- A vendor is no different than any person offering a discount.
- This depends on how I know the vendor and where the conversation takes place. Am I friends with this vendor and this was outside of a work relationship or was this a way to curry favor.
- You're still paying for it, just at a discounted price.
- If you doing business with the vendor hinged on this discount, then yes, it is unethical. If you were doing business with them regardless and you have a personal relationship outside of work, and since the offer was unsolicited and he made it, then I could see it being no issue.
- Using power of influence of position to gain discounts is unethical.
- Using business relationships for personal gain is a problematic action. This is not relationship-building but a strong attempt to win favor.
- This is a personal transaction outside normal business. There is no commitment to performance from the employee.

# HARRY POTTER- HERE I COME!

A vendor just called - she's offering an all-expenses paid trip to a conference in Orlando. Feel free to bring the family along, she says; the package includes passes to Harry Potter World.



**In this scenario, which action would you take?**



Politely refuse the offer

Accept the offer, but only for yourself


Accept the offer and bring the family along

Other



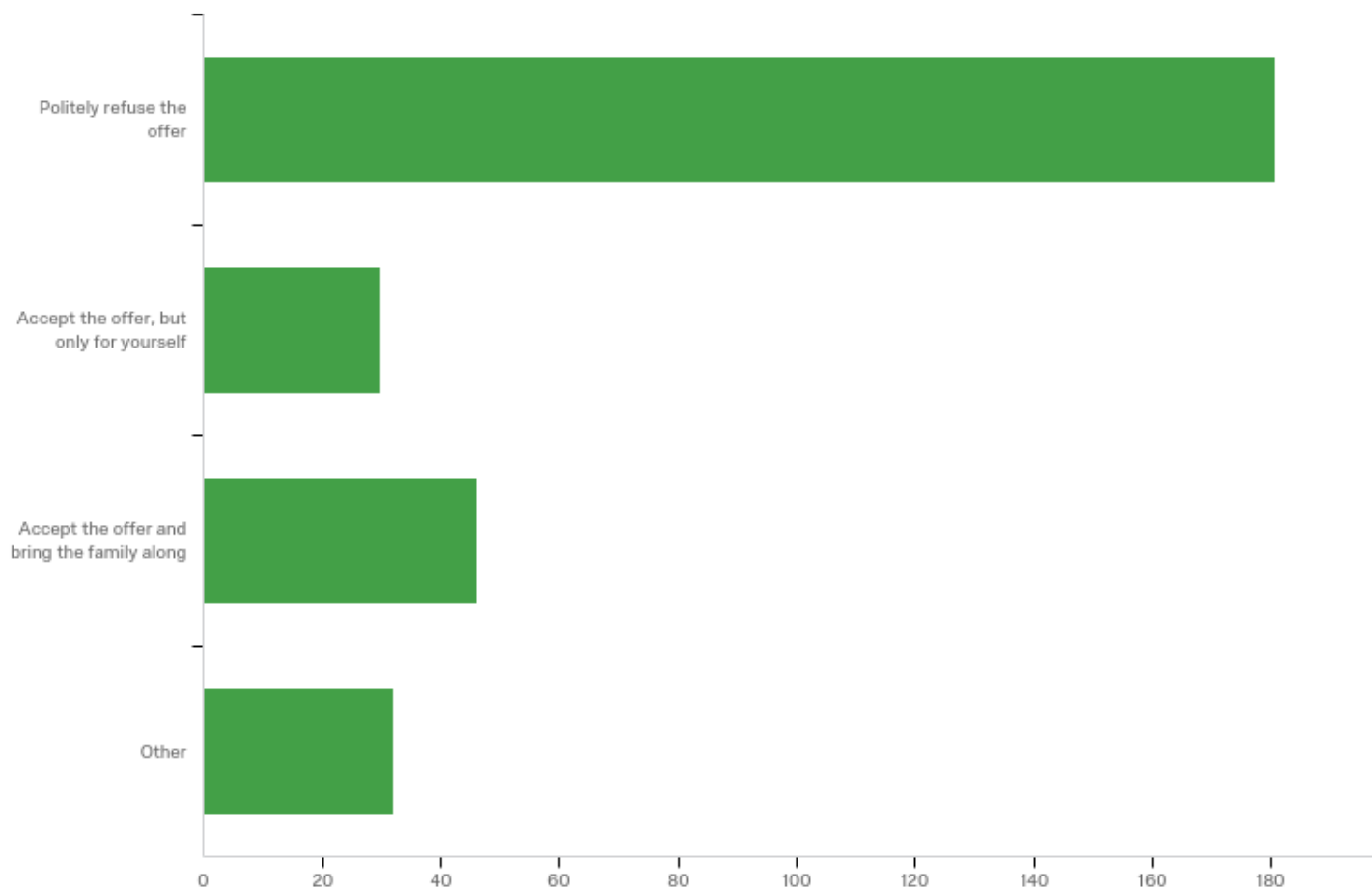
**Start the presentation to activate live content**

If you see this message in presentation mode, install the add-in or get help at [PollEv.com/app](https://PollEv.com/app)





## Q57 - In this scenario, which action would you take?

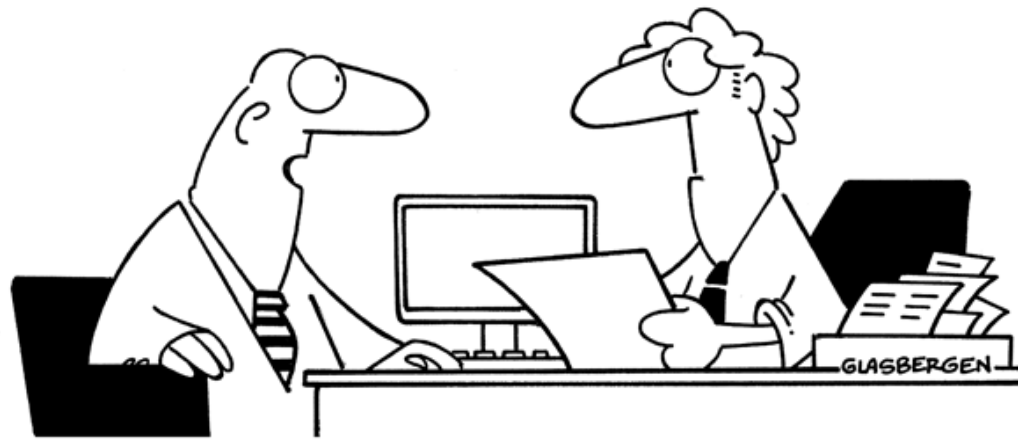


# COMMENTS

- I would only accept an offer if it were a vendor that I worked with often.
- The family thing is not a big deal - the hotel would be paid for whether it's one or 3-4 people. Accepting the offer in general is questionable.
- Excessive gift - looks bad and clearly exceeds relationship building.
- If I did not have a decision making authority, I would accept.
- If lunch is unethical vacation is unethical.

# LIGHTING ROUNDS!

© Randy Glasbergen  
glasbergen.com



**“If I flee the country to avoid paying taxes,  
can I write off the miles as business travel?”**

**NACAS**

# ing the office printer to print your tax ret

Acceptable behavior, I participate  
in this activity regularly

Not best practice, but I participate  
in this activity occasionally

Unacceptable, I don't participate  
in this activity


I would take action against a  
direct report who participates in  
this activity

**Start the presentation to activate live content**

If you see this message in presentation mode, install the add-in or get help at [PollEv.com/app](https://PollEv.com/app)



# airfare on your preferred airline to get ai even though it's \$20 more expensive



Acceptable behavior, I participate  
in this activity regularly

Not best practice, but I participate  
in this activity occasionally

Unacceptable, I don't participate  
in this activity

I would take action against a  
report who participates in  
this activity




**Start the presentation to activate live content**



If you see this message in presentation mode, install the add-in or get help at [PollEv.com/app](https://PollEv.com/app)



# opping a conference session to visit a tou attraction



Acceptable behavior, I participate  
in this activity regularly



Not best practice, but I participate  
in this activity occasionally

Unacceptable, I don't participate  
in this activity

I would take action against a  
ct report who participates in  
this activity


**Start the presentation to activate live content**

If you see this message in presentation mode, install the add-in or get help at [PollEv.com/app](https://PollEv.com/app)





# ing the entire morning off for your 45 mi dentist appointment



Acceptable behavior, I participate  
in this activity regularly

Not best practice, but I participate  
in this activity occasionally

Unacceptable, I don't participate  
in this activity

I would take action against a  
ct report who participates in  
this activity

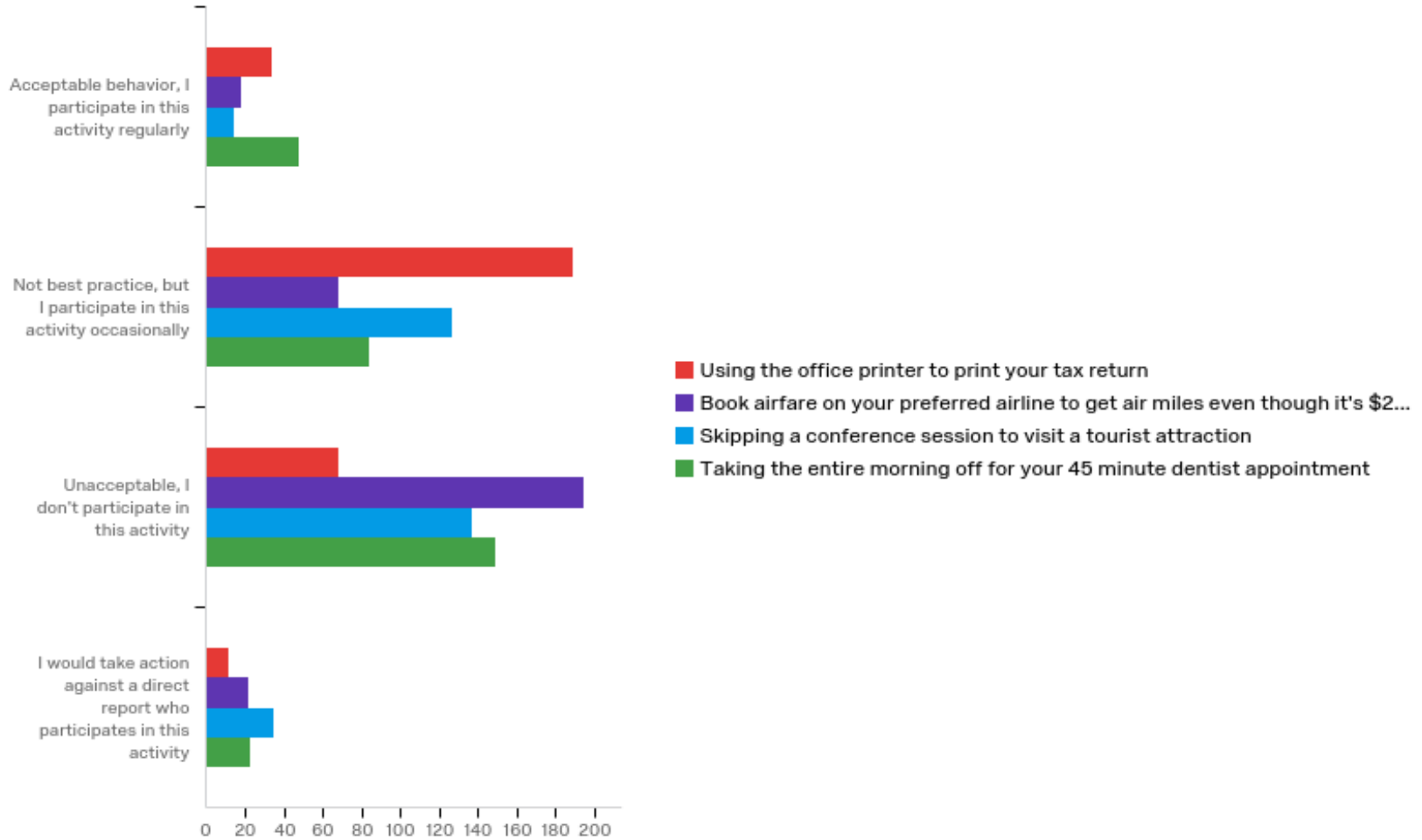


**Start the presentation to activate live content**



If you see this message in presentation mode, install the add-in or get help at [PollEv.com/app](https://PollEv.com/app)

# Q59 - Lightning Round





# What other ethical scenarios have you experienced?



**NACAS**

# Thank You!

Feedback  
Wanted! Please  
complete the  
session  
evaluate so we  
can improve!



**NACAS**