

Ethical Issues

Department of Family, Youth and Community Sciences

FYC4114 | Section 22864 | Spring 2025
100% Online via Canvas (UF E-Learning)

Welcome to the *Helping-People* Major

Instructor: Dr. Kate H. Fletcher

Email: khfletch@ufl.edu

Office: McCarty B G085

Student Hours: Wednesdays 10:00 AM – 11:45 AM & Thursdays 1:00 PM – 1:45 PM

Class Location: 100% online via UF E-learning/Canvas

*Please be mindful: Email responses are replied to within a 24-hour period,
M-F from 8am to 4pm.*

Undergraduate TA's:

Jackie Bernstein: jbernstein1@ufl.edu

Jensen Hicks: canvas mail

Amelia Hunt: canvas mail

Jillian Johnston: jillianjohnston@ufl.edu

THE BASICS: COURSE INFORMATION

COURSE DESCRIPTION

Ethics and ethical decision-making by professionals working with individuals and their families is addressed. Emphasizes ethical issues related to family relationships and family life.

COURSE FORMAT

This course is fully online and features mini-videos, assigned readings, web-based written assignments, cohort engagement activities, and an application paper.

CANVAS/E-LEARNING

All students are expected to check Canvas (<http://elearning.ufl.edu>) on a regular basis (daily is my suggestion). Please ensure that you have access to this service as all course-related materials will be housed in Canvas, this includes your assignments, quizzes, grades, announcements, and email correspondence. The instructor and UGTA's will respond to emails within ~48 hours to all email inquiries, excluding weekends and holidays.

COURSE OBJECTIVES

The goal of this course is for all students to gain an understanding of ethical conduct within the areas of research, writing, and professional behavior within the human service professions.

Upon completion of this course, students will:

1. Understand why ethics are needed in research.
2. Be able to engage in research in an ethical manner.
3. Understand legal issues associated with human service work.
4. Know what plagiarism entails and how to avoid it.
5. Understand ethical decision-making for human service professions.
6. Have an awareness of the common ethical issues for human service professionals.
7. Be able to apply professional ethics in real life situations.

WHAT DO YOU NEED TO BUY?

COURSE TEXTBOOK

Parsons, R. D., & Dickinson, K. L. (2016). *Ethical practice in the human services: From knowing to being*. SAGE Publications, Inc.

We'll be using the textbook during the second half of the course. Good news—it's available online for FREE through the UF library! Just log in to the UF library and search for the title to access the chapters. Additional readings will be provided in Canvas.

COURSE EXPECTATIONS

This is an asynchronous course where the expectations are for you to check in weekly to complete work, which includes weekly quizzes. To make the most out of this online course, please do your due diligence by logging in weekly, reading, watching, and completing all assigned course materials and quizzes. If you have any issues, difficulties or challenges please do not hesitate to reach out to your instructor via canvas mail. And, please have easy access to the APA 7th edition manual as you will use it for your ethics project.

How to Succeed in this Course

- Log in each week of the semester.
- Complete all work as assigned each week of the semester.
- Pay attention to Available From (open), Due, and Until (grace period) dates.
 - Every assignment and quizzes will have a built-in grace period (Until date).
 - No Late work will be accepted due to the built-in grace period for each assignment and quizzes.
- If you're unsure of anything as it pertains to this course, please email your instructor via Canvas mail.

- We have undergraduate teaching assistants in this course. They have each taken this course and are highly familiar with the course content, please seek their wisdom and input too.
- We are here to support you – please let us know how we may support you to be successful in this course.

Assignments

All assignments must be submitted to Canvas on the assigned date by 11:59 pm.

- Emailed assignments will not be accepted.
- If an assignment is closed (including the grace-period), please do not email me your work.
- All papers are expected to be typed in any of the accepted APA 7th edition fonts and corresponding sizes, including 12-point Times New Roman, 11-point Calibri or Arial with 1-inch margins, double-spacing, and utilizing APA professional paper style formatting.
- Each assignment must follow the requirements listed within each assignment.
- All assignments will be graded and returned to students in our Canvas hub.

MAKE-UP WORK & LATE ASSIGNMENTS

Each assignment has a built-in grace period. This grace period allows you to complete the necessary work without late penalty. Once the grace period has ended, no make-up work is accepted and a zero will be entered into the gradebook for that missed assignment/quiz.

- Please refer to all dues dates and correspond with your instructor in a timely and professional manner to discuss any accommodations needed.
- Please refer to our Canvas Hub for all due dates.
 - Dues dates are set to help you stay on pace and provide timely feedback that will enhance your learning experience regarding subsequent assignment submissions.
 - The course goals and related assignments are designed to scaffold and build on one another to enhance your learning.
- It is your responsibility to communicate with your instructor if you are unable to complete an assignment by the end of the grace period, demonstrating professionalism and courtesy.
- Please be aware there are **No Makeups** as there is a built-in **grace-period** for all of the quizzes.
- These links are provided in this sentence for university policies on regulations regarding absences: <https://gradcatalog.ufl.edu/graduate/regulations/>
 - Additional UF policy and procedure information as it pertains to attendance can be found here:
<https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>

COURSE ASSIGNMENTS

This course is designed to provide students with the tools, knowledge, and skills regarding ethical issues as they pertain to the field of human services.

Per [8.003](#): Instructional materials for this course consist of only those materials specifically reviewed, selected, and assigned by the instructor. The instructor is only responsible for these instructional materials.

Course Materials	Possible Points
Syllabus Search	10
Ethical Dilemma Case Study (<i>course objectives: 3, 5, 6, 7</i>)	30
Weekly Quizzes (<i>course objectives: 1, 2, 3, 4, 5, 6, 7</i>)	140
Ethics Project - Step 1 (<i>course objectives: 1, 2, 3, 4, 5, 6, 7</i>)	10
Ethics Project - Step 2 (<i>course objectives: 1, 2, 3, 4, 5, 6, 7</i>)	20
Ethics Project - Step 3 (<i>course objectives: 1, 2, 3, 4, 5, 6, 7</i>)	30
Ethics Project - Final Step (<i>course objectives: 1, 2, 3, 4, 5, 6, 7</i>)	40
Ethical Conflicts in Human Services Media Analysis (<i>course objectives: 2, 3, 5, 6, 7</i>)	20
Trainings (<i>course objectives: 4, 5, 6, 7</i>)	0
Total Points	300

Remember, **your grade is a direct result of the effort that you put into this course.**

SYLLABUS SEARCH (10 points)

Our first assignment will entail finding information from the syllabus so that you can familiarize yourself with the course and policies.

ETHICAL DILEMMA CASE STUDY (30 points)

In this assignment, you will work in teams to analyze a real-world ethical dilemma from one of three case studies (Counseling, Public Policy, or Healthcare). By applying course concepts and ethical guidelines, you will collaborate with your peers to explore potential decisions and recommend the best course of action. This assignment encourages critical thinking and the application of ethical decision-making skills in human services.

WEEKLY QUIZZES (140 points)

- The course consists of 14 modules, accessible on the Home Page and the Pages tab in Canvas.
- Each week includes assigned readings, and may also feature recorded lectures, videos, or written submissions.
- Complete the weekly quiz after reviewing the materials.
- Weekly quizzes are worth 10 points each.
- Submit your work within the grace period for each quiz or assignment; late submissions will receive a zero.

ETHICS PROJECT (100 points total)

This Ethics Project is a multi-part assignment designed to help you explore ethical dilemmas in the human services profession. Through this scaffolded approach, you will gradually develop your analysis by completing distinct parts over the course of the semester.

- A detailed rubric for the Ethics Project is available in Canvas under the assignment description.
- Each part builds upon the previous one, so it's important to complete each section thoughtfully.
- Submit your work on time to stay on track with the scaffolded structure of the assignment.

By breaking the assignment into manageable parts, you'll gain a deeper understanding of ethical issues and decision-making processes within human services.

Part 1: Selecting and Describing the Dilemma (10 points)

- Choose a code of ethics relevant to the human services profession, as provided in the course.
- Identify an ethical dilemma from one of the following sources:
 - Real-life experiences
 - News stories
 - Made-up scenarios
 - Media (movies, TV shows, or books)
- Describe the scenario in detail.

- Explain what makes this situation an ethical dilemma, not just a difficult choice.

Part 2: Analyzing Ethical Guidelines (20 points)

- Identify the ethical guidelines relevant to your chosen dilemma.
- Explain how these guidelines apply to the dilemma and what they suggest about potential decisions.
- Analyze the pros and cons of different possible choices.

Part 3: Applying an Ethical Decision-Making Model (30 points)

- Choose one ethical decision-making model provided in this course.
- Describe the model and how it informs the decision-making process for your dilemma.
- Apply the model to your scenario, explaining how it helps in resolving the ethical issues.

Part 4: Evaluating the Resolution (40 points)

- Describe how the dilemma was resolved in real life, your story, or the media source.
- Analyze the resolution:
 - Do you agree with how it was resolved? Why or why not?
 - What are the potential consequences of the decision?
 - Suggest better or worse alternatives for resolving the dilemma.

ETHICAL CONFLICTS IN HUMAN SERVICES MEDIA ANALYSIS (20 points total)

The Ethical Conflicts in Human Services Media Analysis assignment invites students to critically analyze ethical dilemmas presented in media, such as movies, TV shows, books, or podcasts, and connect them to the principles and guidelines of ethics in the context of human services. By engaging with media examples, students will practice identifying ethical issues, applying relevant codes of ethics, and proposing thoughtful resolutions. You will submit 2 of these assignments, each worth 10 points.

TRAININGS (0 points total)

LinkedIn Learning: Crucial Conversations – Develop essential communication skills to effectively navigate high-stakes, emotional, or sensitive conversations with confidence and respect.

Academic Integrity Module – Gain a clear understanding of academic honesty, ethical decision-making, and university policies to uphold integrity in academic work.

Grading

COURSE GRADING

assignment, activity, and quiz, has a point value attached to it. You will earn these points as you successfully complete them.

A minimum grade of "C" is required for General Education credit.

A = 93-100%

A- = 90-92%

B+ = 87-89%

B = 83-86%

B- = 80-82%

C+ = 77-79%

C = 73-76%

C- = 70-72%

D+ = 67-69%

D = 63-66%

D- = 60 – 62%

E = 59%

COURSE CALENDAR

Our Course Calendar is subject to change based on circumstances that are beyond our control. If there are any changes, please expect to receive an **Announcement via Canvas** with any changes, updates, information, or other.

Please ensure your Canvas settings are set to receive announcements via your UFL email.

WEEK	DATE	WEEKLY TOPICS & ASSIGNMENTS	DUE DATES
1	1/13 - 1/17	1. Review the syllabus, 2. Syllabus Search Quiz opens* , 3. Course introduction video, & 4. Quiz 1	Quiz 1: Due date Friday 1/17 @11:59pm; Grace period Sunday 1/19 @11:59pm
2	1/20 - 1/24	1. Self-care & Quiz 2 2. Syllabus Search Quiz closes* 3. LinkedIn Learning: Crucial Conversations	Quiz 2: Due date Friday 1/24 @11:59pm; Grace period Sunday 1/26 @11:59pm
3	1/27 - 1/31	1. History of ethical issues in research & Quiz 3	Quiz 3: Due date Friday 1/31 @11:59pm; Grace period Sunday 2/2 @11:59pm
4	2/3 - 2/7	1. Ethics and AI & Quiz 4 2. <u><i>Ethics Project Step 1: Selecting and Describing the Dilemma</i></u>	Quiz 4: Due date Friday 2/7 @11:59pm; Grace period Sunday 2/9 @11:59pm

5	2/10 - 2/14	1. Development of the IRB and IRB expectations; HIPAA and FERPA & Quiz 5 2. Ethical Conflicts in Human Services Media Analysis #1	Quiz 5: Due date Friday 2/14 @11:59pm; Grace period Sunday 2/16 @11:59pm
6	2/17 - 2/21	1. Plagiarism and academic honesty & Quiz 6 2. <u>Ethics Project Step 2: Analyzing Ethical Guidelines</u> 3. <u>Academic Integrity Module</u>	Quiz 6: Due date Friday 2/21 @11:59pm; Grace period Sunday 2/23 @11:59pm
7	2/24 - 2/28	1. Ethics in research and writing & Quiz 7 2. Ethical Dilemma Case Study opens* 3. Mid-Semester Feedback	Quiz 7: Due date Friday 2/28 @11:59pm; Grace period Sunday 3/2 @11:59pm
8	3/3 - 3/7	1. Helping professions and ethical standards in helping professions & Quiz 8 2. <u>Ethics Project Step 3: Applying an Ethical Decision-Making Model</u>	Quiz 8: Due date Friday 3/7 @11:59pm; Grace period Sunday 3/9 @11:59pm
9	3/10 - 3/14	1. Ethics and the law and ethical decision-making & Quiz 9 2. Ethical Conflicts in Human Services Media Analysis #2	Quiz 9: Due date Friday 3/14 @11:59pm; Grace period Sunday 3/16 @11:59pm
10	3/17 - 3/21	UF Spring Break	Extra Credit Spring Break Quiz: Due date Sunday 2/23/25 @11:59pm; Grace period Tuesday 3/25/25 @11:59pm
11	3/24 - 3/28	1. Confidentiality and mandatory reporting & Quiz 11	Quiz 11: Due date Friday 3/28 @11:59pm; Grace period Sunday 3/30 @11:59pm
12	3/31 - 4/4	1. Informed consent & Quiz 12 2. <u>Ethics Project Step 4: Evaluating the Resolution</u>	Quiz 12: Due date Friday 4/4 @11:59pm; Grace period Sunday 4/6 @11:59pm
13	4/7 - 4/11	1. Boundaries and ethical use of power & Quiz 13 2. Ethical Dilemma Case Study closes*	Quiz 13: Due date Friday 4/11 @11:59pm; Grace period Sunday 4/13 @11:59pm

14	4/14 - 4/18	1. Efficacy of treatment and accountability & Quiz 14	Quiz 14: Due date Friday 4/18 @11:59pm; Grace period Sunday 4/20 @11:59pm
15	4/21 - 4/23	1. Competence & Quiz 15	Quiz 15: Due date Wednesday 4/23 @11:59pm; Grace period Sunday 4/27 @11:59pm

UF POLICIES AND SERVICES

COURSE GUIDELINES

The following must be true for you to be eligible to receive a grade of *Incomplete* or "I":

1. You completed a major portion of the course work with a passing grade (C or better), &
2. You are unable to complete course requirements because of documented circumstances beyond your control, &
3. You and the instructor have discussed the situation prior to the final week of class (except under emergency conditions).

GRADES AND GRADE POINTS

For information on current UF policies for assigning grade points, see: <https://catalog.ufl.edu/UGRD/academic-regulations/grades-grading-policies/>

ATTENDANCE AND MAKE-UP WORK

Requirements for class attendance and make-up exams, assignments and other work are consistent with university policies that can be found at:

<https://catalog.ufl.edu/UGRD/academic-regulations/attendance-policies/>

ONLINE COURSE EVALUATION PROCESS

Student assessment of instruction is an important part of efforts to improve teaching and learning. At the end of the semester, students are expected to provide feedback on the quality of instruction in this course using a standard set of university and college criteria. Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at: <https://gatorevals.ua.ufl.edu/students/>

Students will be notified when the evaluation period opens and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals,

or via <https://ufl.bluera.com/ufl/> Summaries of course evaluation results are available to students at: <https://gatorevals.aa.ufl.edu/public-results/>

ACADEMIC HONESTY

As a student at the University of Florida, you have committed yourself to uphold the Honor Code, which includes the following pledge: *"We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honesty and integrity."* You are expected to exhibit behavior consistent with this commitment to the UF academic community, and on all work submitted for credit at the University of Florida, the following pledge is either required or implied: *"On my honor, I have neither given nor received unauthorized aid in doing this assignment."*

It is assumed that you will complete all work independently in each course unless the instructor provides explicit permission for you to collaborate on course tasks (e.g. assignments, papers, quizzes, exams). Furthermore, as part of your obligation to uphold the Honor Code, you should report any condition that facilitates academic misconduct to appropriate personnel. It is your individual responsibility to know and comply with all university policies and procedures regarding academic integrity and the Student Honor Code. Violations of the Honor Code at the University of Florida will not be tolerated. Violations will be reported to the Dean of Students Office for consideration of disciplinary action. For more information regarding the Student Honor Code, please see: <http://www.dso.ufl.edu/sccr/process/student-conduct-honor-code>

ARTIFICIAL INTELLIGENCE

All faculty, staff and students of the University of Florida are required and expected to obey the laws and legal agreements governing software use. Failure to do so can lead to monetary damages and/or criminal penalties for the individual violator. Because such violations are also against university policies and rules, disciplinary action will be taken as appropriate.

Generative AI and Teaching – the following three areas are an acceptable to use of ChatGPT in our class, beyond these three areas, please ask permission (in writing via Canvas mail to both instructors).

<https://citt.ufl.edu/services/learning-innovation--technology/artificial-intelligence/gen-ai-and-teaching/>

- **Tutoring and Learning Assistance:** "ChatGPT can be an excellent source of tutoring for students. Students can use ChatGPT to get a simplified explanation of a general topic, to have a transcript of an explanation reworded for easier understanding, to have the purpose of a sample of programming code explained, and more. The ability to ask potentially silly questions in a non-judgmental environment might be extremely beneficial for students that are nervous about approaching TAs or attending office hours. Language model AIs will become prominent tools in the learning process, much like how graphing calculators made visualizing functions much easier when they were first released" (UF CITT, n.d. para. 2).
- **Content Creation:** "Faculty can use ChatGPT to quickly create small assignments or rubrics that can be edited to fit the needs of the course. ChatGPT can also be used to brainstorm ways to approach explaining complex topics at a simpler level. For example,

ChatGPT can be asked to “Explain general relativity at a high school level” to get a starting point for a lecture” (UF CITT, n.d. para. 4).

- **Brainstorming:** “ChatGPT can be used to quickly brainstorm ideas for lectures or assessments. By having the AI generate outlines of a lecture series or list potential ways to assess knowledge about a topic, an instructor could then use those starting points to craft a syllabus or lesson plan for upcoming courses” (UF CITT, n.d. para. 5).
- **AI Allowed:** It is crucial for you to ensure you understand the material and can independently apply critical thinking and analysis to the assignment. Language models/Chatbots, such as ChatGPT, can aid in exploring perspectives and refining arguments. You are encouraged to use language models and verify the information provided. Please refer to the individual grading rubrics for assignments for specific details.
- **AI Not Allowed:** As stated, the application of critical thinking is a vital skill to be developed in our course. AI is not to be utilized as a paper generator, tool to answer quiz questions, or in place of your independent thinking and understanding and application of course content. Failure to abide by these standards **will result in an automatic zero.**

SERVICES FOR STUDENTS WITH DISABILITIES/VARYING ABILITIES

The Disability Resource Center coordinates the needed accommodations of students with disabilities. This includes registering disabilities, recommending academic accommodations within the classroom, accessing special adaptive computer equipment, providing interpretation services and mediating faculty-student disability related issues. Students requesting classroom accommodation must first register with the Dean of Students Office. The Dean of Students Office will provide documentation to the student who must then provide this documentation to the Instructor when requesting accommodation 0001 Reid Hall, 352-392-8565, <https://disability.ufl.edu/>

****If you are working with the Disability Resource Center, please have the DRC email me your accommodation letter during the **first week** of the semester. Once received, I will be able to coordinate a plan for your success in our class. ****

CAMPUS HELPING RESOURCES

The University of Florida takes great pride in providing a caring campus culture and has many support services available to help students succeed. Students experiencing crises or personal problems that interfere with their general wellbeing are encouraged to utilize the university’s counseling resources. The Counseling & Wellness Center provides confidential counseling services at no cost for currently enrolled students. Resources are available on campus for students having personal problems or lacking clear career or academic goals, which interfere with their academic performance. Below you’ll find some of the programs and services that comprise our commitment to you on campus and beyond.

Disability Resource Center is available to students in need of support and/or accommodations for physical, learning, sensory, or psychological disabilities.

<https://drc.dso.ufl.edu/> (352) 392-8565

Counseling and Wellness Center offers services and resources related to a variety of personal concerns, including but not limited to test-related stress, anxiety and depression, substance use, relationships, and sexual orientation and gender. All services are confidential. If a student is having a mental health emergency, they can and to speak to a crisis counselor.

<https://counseling.ufl.edu/> (352) 392-1575

Office of Victim Services recognizes that few events, if any, that may occur in one's life can compare to the potentially traumatizing effects of being a victim of a crime. A victim advocate is available 24/7 to provide support for victims of actual or threatened violence. All services are free and confidential.

<https://police.ufl.edu/about/divisions/office-of-victim-services/> (352)392-5648

GatorWell Health Promotion Services is UF's campus health promotion department. Services include: HIV testing, Quit Tobacco coaching, Wellness Coaching for Academic Success, Health Huts, and various other outreach/educational events.

<http://gatorwell.ufsa.ufl.edu/> (352) 273-4450

UF Computing Help Desk is available to help students with technical issues, including Canvas.

<http://helpdesk.ufl.edu/> (352) 392-HELP

U Matter, We Care is an initiative committed to creating a culture of care on our campus by encouraging members of our community to look out for one another and to reach out for help if someone is in need. If someone you know is in distress, and it is not a crisis situation, please contact the U Matter, We Care Team so they can reach out to that person. If we feel that you are in distress we will submit a check-in to request contact.

<http://www.umatter.ufl.edu/> (352) 294-CARE

Recreational Sports offers experiences that enrich the lives of University of Florida students through excellence in facilities, fitness, sport, adventure and play.

<http://recsports.ufl.edu/> (352) 846-1081

Career Connections Center offers career assistance and counseling services.

<http://career.ufl.edu/> (352)392-1601

Writing Studio can help with brainstorming, formatting, and writing tips for papers.

<http://writing.ufl.edu/writing-studio/> (352)846-1138

UF Field & Fork Food Pantry offers students operating on a tight budget or those struggling with food insecurity, FREE non-perishable food, toiletries, and fresh vegetables.

<https://fieldandfork.ufl.edu/>

Student Success Initiative this site provides UF undergraduate students pathways for connection to fellow members of the Gator Community and to resources to help you thrive.

<http://studentsuccess.ufl.edu/>

STUDENT COMPLAINTS

For online courses: <https://sccr.dso.ufl.edu/policies/student-honor-code-student-conduct-code/>

For residential courses: <https://em.ufl.edu/complaint>

The instructor reserves the right to change any aspect of this syllabus and to make appropriate updates. Changes to the syllabus, including the course calendar, will be communicated to students in a timely manner via Canvas and during class time.