

Ethical Behavior in Extension:

Scenarios

A. In gratitude for Extension's business a suppliers (chemical company, t-shirt supplier, investment company) wants to sponsor a picnic at the Extension Annual Meeting. Do you:

1. Decline the offer
2. Agree to have the picnic, but share the cost with the company.
3. Accept the offer, but ask to have it after work hours.
4. Since it is during normal business hours, accept the offer.

B. Your county sets up an account to pay for the costs of a workshop. After the workshop, the account has a remaining balance of \$100. The county director/chair announces that a long time employee will retire next month. The CD asks you to plan a retirement party and collect money from all the staff to pay for the party. Do you:

1. Use the existing account and the \$100 to collect money and pay for expenses.
2. Refund the \$100 to the workshop participants and use the account to collect money for the retirement party.
3. Refund the \$100 to participants and close the account. Open a new account for the retirement party.
4. Maintain the account. Store the money for the retirement party in a locked box.
5. Maintain the account and use it to collect money and pay for expenses of the party, reserving the \$100 for future workshops.

C. A co-worker is blamed for an error you committed. The employee will be able to prove non-involvement, and it will be impossible to trace the error back to you. What do you do?

1. Do nothing since the employee can prove non-involvement.
2. Assist the employee in resolving the issue, but not mention your involvement.
3. Own up to the error immediately, thus saving many hours of work.
4. Wait and see if the matter is investigated, and, at that time, disclose your knowledge of the case.

D. A valued employee has worked for Extension for years and is the kind of worker you can depend upon to put in extra time and effort when it is needed. This employee has stood by you several times in crisis situations. The employee comes to you and admits to 'borrowing' from the petty cash fund for some time and writing false receipts to cover it. It was never much - \$20-\$50, and was always repaid. But the employee has felt guilty and needed to confess. Do you:

1. Take disciplinary action with the goal of terminating the employee.
2. Counsel and give the employee a second chance.
3. Report the employee's actions as an allegation of misuse of organizational resources.

E. Are you acting ethically in accepting a luncheon invitation and "free demonstration" of a software package from a firm that wants to sell you their product?

1. Yes
2. No

F. Is a manager acting appropriately in writing a “selectively worded,” but positive, recommendation in order to transfer a troublesome employee to another employer?

1. Yes
2. No

G. Your boss orders you to “build a case” for dismissing a subordinate whom you regard as capable and promising, but who committed an “error in judgment” in “going public” in a newspaper article causing an adverse public reaction and embarrassing Extension and the University. Are you acting appropriately in carrying out the boss’s orders?

1. Yes
2. No

H. A longtime employee starts to drink heavily after their spouse's untimely death. The employee's supervisor, also a friend, has been covering up for absences and shoddy work. Co-workers come to you and complain, but the supervisor begs for more time to help the employee work out the problem. Do you allow more time?

1. Yes
2. No

I. As a regional director, a county faculty member calls to complain about their county director who is spending time in the office visiting pornographic sites on the internet. You know that this CD is highly productive and well respected. What do you do?

1. Counsel the CD, indicating the complaint, and warning him/her that if it happens again, you will need to take further action.
2. Immediately begin the process to release the employee.
3. Suggest to the CD that they look for another job, and assure them you will provide a positive reference.
4. Document your action of warning the CD that s/he has been observed in behavior which needs to stop.

I. A tobacco company offers to fund several \$5000 scholarships for 4-H members. What do you do?

1. Take the money and award the scholarships.
2. Clarify that no advertising will take place regarding the scholarship sponsor and award the scholarships.
3. Decline the money.