

REGISTER TODAY!

ABOUT THE CO-HOSTS

Managing *Ethics* in Organizations

June 7-11, 2010

Bentley University

Waltham, Massachusetts, USA

REGISTRATION FORM

	<i>Before May 7</i>	<i>After May 7</i>
<input type="checkbox"/> STANDARD REGISTRATION	\$4,000	\$4,400
<input type="checkbox"/> ECOA MEMBER	\$3,500	\$3,900

FIRST NAME

LAST NAME

TITLE

ORGANIZATION

ADDRESS

PHONE

FAX

E-MAIL

METHOD OF PAYMENT

- Make check payable to the Center for Business Ethics.
 Mastercard Visa

Credit card number

Expiration date

Customer signature

Payment must be received prior to the start of the course.

Please FAX payment and completed registration form to (781) 891-2988, or CALL to register at (781) 891-2981, or MAIL to:

Center for Business Ethics at Bentley University

175 Forest Street

Waltham, MA 02452-4705 USA



Founded in 1992, the Ethics and Compliance Officer Association (ECO A) is a member-driven association exclusively for individuals

who are responsible for their organization's ethics, compliance, and business conduct programs. The ECOA is proud to bring together people who are new to the field as well as those with years of experience to share information, best practices, and learning experiences.

Through the ECOA, practicing ethics and compliance officers collectively address the critical issues they face every day. Members learn from one another and, in turn, help to foster a global commitment to ethics and integrity.

To receive information about joining the ECOA, or to learn more about upcoming ECOA events, please call (781) 647-9333 or visit www.theecoa.org.



Founded in 1976, the Center for Business Ethics (CBE) at Bentley University is one of the world's oldest and leading research and educational institutes in its field. CBE continues to serve the business and academic communities in a leadership role, heightening ethical awareness, developing knowledge and skills, and promoting organizational cultures that foster accountability and trust.

CBE's unique value is providing a bridge between theoretical research and the application of ethical principles in business. It maintains an impressive multimedia library and research facilities. It also hosts major conferences, a prestigious CEO lecture series, and a visiting professorship. CBE runs executive and graduate education programs and leads the integration of business ethics across the Bentley curriculum. CBE has cultivated a vast network of business and academic contacts and collaborators around the globe.

For more information on CBE, please call (781) 891-2981 or visit www.bentley.edu/cbe.

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Co-hosted by
Ethics and Compliance Officer Association
and
Center for Business Ethics at Bentley University



Nonprofit Org.
U.S. Postage
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Permit No. 59889
Waltham, MA

Continuing Education Credits Available!

REGISTER NOW!

Early-bird registration deadline is **May 7!**

Managing Ethics in Organizations • June 7-11, 2010 • Waltham, Massachusetts, USA

LEARN FROM EXPERTS

Managing Ethics in Organizations (MEO)

provides comprehensive information and tools for creating and managing effective ethics, compliance, or business conduct programs.

The course is taught by experienced ethics and compliance officers, industry experts, and academicians using a proven, strategic approach that addresses critical issues currently facing the ethics and compliance field. A typical session may include a short presentation, a case study, role-play, small group discussion, and a question-and-answer period.

Who Should Attend

- Members of ethics, compliance, and business conduct teams who are preparing to assume additional responsibilities or have no formal training in ethics and compliance
- Individuals who are considering joining an ethics and compliance team
- Consultants or professors who work in the ethics and compliance field
- Auditors who work with ethics and compliance practitioners
- Human resource specialists

For additional course information, please contact the Center for Business Ethics at (781) 891-2981 or e-mail at cbeinfo@bentley.edu

CURRENT & PAST SPEAKERS

Jim Berg
Vice President, Ethics and Compliance
Apollo Group, Inc.

Keith T. Darcy
Executive Director
Ethics and Compliance Officer Association

Patricia J. Ellis
Vice President, Business Ethics and Compliance
Raytheon Company

W. Michael Hoffman
Executive Director
Center for Business Ethics
Bentley University

Robert Holmes, Jr.
Senior Vice President, Ethics and Business Practices
Alabama Power

Jeffrey M. Kaplan
Partner
Kaplan and Walker LLP

Jeff Oak
Vice President, Corporate Responsibility Officer
Bon Secours Health System, Inc.

Carrie Penman
Vice President
Ethical Leadership Group, a Global Compliance Company

Jacquelyn Gates Shipe
Associate Vice President, Development
University of Alabama, Huntsville

Linda Klebe Treviño
Professor of Organizational Behavior and
Cook Fellow in Business Ethics
The Pennsylvania State University

Coeni van Beek
Global Leader, Ethics and Business Conduct
PricewaterhouseCoopers

Gretchen Winter
Executive Director
Center for Professional Responsibility in
Business and Society
University of Illinois at Urbana-Champaign

MEO COURSE AGENDA

Monday, June 7

8:30 a.m. - 12:00 noon • Creating an Ethics Office and Building Partnerships

12:00 noon - 1:00 p.m. LUNCH

1:00 - 5:00 p.m. • Principles: Searching for the Moral Point of View
• Two Ethical Styles: An Interactive Exercise

Tuesday, June 8

8:30 - 10:30 a.m. • Ethics and the Law

10:30 a.m. - 12:00 noon • Ethics and Compliance Training

12:00 noon - 1:00 p.m. LUNCH

1:00 - 5:00 p.m. • Helplines, Investigations, and How to Prevent Retaliation

Wednesday, June 9

8:30 - 11:30 a.m. • Communication, Codes, and Policies

• Measuring Program Effectiveness

11:30 a.m. - 1:00 p.m. ECOA Luncheon

1:30 - 4:15 p.m. • Ethics and Compliance Risk Assessments

• ECOA Survey

Thursday, June 10

8:30 a.m. - 12:00 noon • “Managing” to Be Ethical: Understanding What Drives Employee Ethical Behaviors

12:00 noon - 1:30 p.m. LUNCH

1:30 - 5:00 p.m. • Ethics, Globalization, and Corporate Social Responsibility

Friday, June 11

8:30 a.m. - 12:00 noon • Building an Ethical Culture
• Legal Aspects of Governance
• E&C Leadership

12:00 noon - 1:30 p.m. • Unanswered Questions
• Closing Ceremony

**Agenda subject to change*

REGISTRATION

Early-bird Registration Fee

Standard Registration \$4,000
ECOA Member \$3,500

After May 7

\$4,400
\$3,900

The registration fee includes:

- course materials;
- continental breakfast, lunch, and coffee breaks daily;
- Monday evening networking reception; and
- Wednesday dinner event.

Transportation, lodging, and meals, other than those listed above, are not included in the registration fee.

Pre-course articles are e-mailed to all participants, with the expectation that the materials will be read in advance of the course. Participants are expected to attend all sessions. Course enrollment is limited to 50 individuals. Participants who have attended all sessions will earn a certificate of completion.

Cancellation Policy

Registrants who cannot attend the course and seek a full refund must notify the Center for Business Ethics no later than **Monday, May 24, 2010**.

Travel/Hotel Information

Participants are responsible for making their own travel and hotel arrangements.

Bentley University is located 10 miles west of Boston's Logan International Airport. Sleeping rooms have been reserved at discounted rates at the following hotels, two miles from the campus:

Hilton Garden Inn, \$109/single
T: (781) 890-0100

DoubleTree Guest Suites, \$129/single
T: (781) 890-6767

Refer to the **“Bentley Ethics Course”** to receive the discounted hotel room rate when making your reservations. Reservations must be made no later than **May 16, 2010**, to receive the discounted room rate.