



Principles of Supply Chain & Operations Management – FALL 2018
6500: 330-801 (3 credits)

Instructor Information	Class Information
<i>Jim Leonard</i>	Class Location: CBA 144
Email: jleonard@apslearns.org	Tuesdays & Thursdays
Office: CBA	Time: 5:45 pm – 7:00 pm
Phone: 330-814-4159	
Office Hours: by appointment	

Course Information

Description

An overview of the terminology, fundamental concepts and functional scope of responsibility encountered in the field of supply chain and operations management. Prerequisites: Completion of 48 credit hours.

Prerequisites

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Overview

This course will include lectures, class activities, and group work. Attendance will taken each class. Participation during in-class discussions will also be recorded. All homework is to be submitted online via Brightspace. It is very important for you to log into Brightspace on a regular basis to find the latest updates for class.

This course is supported by The University of Akron’s learning management system called Brightspace. If you are new to Brightspace, you can [get started by watching the tutorials here](#).

Objectives

After successfully completing this course, students should be able to:

1. Develop an understanding of the importance of the procurement and movement of materials and information in conjunction with supply chain operations.
2. Demonstrate an understanding of the basic elements of operations management within the supply chain framework
3. Conceptualize and describe supply chain and distribution channel structures.
4. Relate the successful management of supply chains to the larger area of the continual changes in external business conditions.
5. Understand the various technologies used in the supply chain.
6. Strengthen problem-solving, computer, and writing skills.

College of Business Administration Objectives

This course is part of the CBA core, and as such, it shares these learning objectives:

- Master integrated business knowledge
- Analyze data using quantitative techniques
- Be informed decision makers

- Develop leadership and collaboration competencies
- Use writing and oral communication skills to persuade and to mobilize action
- Demonstrate a global perspective and cross-cultural awareness
- Recognize and understand how to address ethical concerns

Required Materials

Introduction to Operations and Supply Chain Management by Bozarth and Handfield (4e).
(ISBN 9780133871777)

Evaluation and Assessment

Grading

Grade Component	Points	Percentage of Final Grade
3 exams @ 100 pts each	300	50%
Final exam	90	15%
Homework	75	12.5%
2 Group Projects (1 @ 15pts & 1 @ 60pts)	75	12.5%
Attendance	30	5%
Participation	30	5%
TOTAL	600	100%

Grade Component Description

Exams will be closed book and closed notes. Calculators will also be permitted and should be brought to every class period.

There will be a comprehensive final exam, consisting of 60 multiple choice questions, given during finals week. The exact day and time will be as shown on the last page of this syllabus.

Homework computation problems will be assigned from chapters 3, 4, 5, 6, 9, 11 & 14. The total amount of points from these problems is 75. The individual amount of points per problem will be given when the problems are assigned.

Two group assignments will be assigned throughout the course. Class time will be allocated for these assignments when possible. Groups will be formed by the instructor. More details will follow when the first group assignment is made.

Class attendance/participation: Class Attendance and participation by each individual student accounts for 5% of his/her grade. Attendance will be taken at the beginning of each class. A tick sheet will be used to record students' participation. Up to 3 absences will not adversely affect your grade. Grade implications for attendance and participation will be further explained in class by the instructor. There may also be 1 or 2 group exercises assigned and participation in them will count towards participation points.

Grading Scale

A	558 pts - 600 pts
A-	540 pts - 557 pts
B+	522 pts - 539 pts
B	498 pts - 521 pts
B-	480 pts - 497 pts
C+	462 pts - 479 pts

C	438 pts - 461 pts
C-	420 pts - 437 pts
D+	402 pts - 419 pts
D	378 pts - 401 pts
D-	360 pts - 377 pts
F	BELOW 360 pts

Course Policies and Expectations

Attendance

Attendance will be taken at the start of each class, as previously explained.

Participation

Each student's participation in class discussions will be recorded. You are expected to participate in this course as follows:

- *You are responsible for completing and submitting all assignments to the appropriate Brightspace drop box before the due date. You are responsible for clearly labeling your papers so I can identify your submission. For example, use your first and last name in the filename along with the assignment number. You are also responsible for submitting files in a format that I am able to open such as .doc, .docx, .pdf, .ppt, pptx, or .txt. Note that the University provides a Google Apps account to all students, and you can use Google Apps to create files in these file types.*
- *You are responsible for maintaining copies of your work and verifying that your Dropbox submission has been received. You will receive an email confirmation when you submit assignments. You will be also able to track your submissions in Brightspace.*
- *You are responsible for completing all homework and assignments before the due date.*
- *Technical challenges are not an acceptable excuse for missing deadlines. You must ensure that you have access to a working computer at all times. Please do not wait until the deadline to submit assignments. If you do experience any technical issues, please contact the I.T. Help Desk and ensure that the issue is tracked through the Footprints ticketing system.*

If you have any questions or concerns about any of the assignments or your performance, please contact me immediately. Do not wait until the assignment is due or your performance cannot be rectified.

Electronic Devices

No cell phones, iPods, etc. may be used during class and exam times. Laptop computers and/or iPads may be used during class lectures.

Late Assignments

No late homework will be accepted. The dropbox will be set up to receive submissions up to 11:59pm on the due date; at midnight, it will stop accepting them, no exceptions. No hard copies of homework will be accepted. Make sure you are comfortable using dropbox well before the first homework is due. Make-up exams are available only in exceptional circumstances and only for students with excused absences and will be considered only if notification of your absence was given prior to the test (when possible), and documentation of your absence is provided before or after the test.

Withdrawal Policy

- A student may drop a course through the 14th calendar day of a semester or proportionately equivalent dates during summer sessions, intersession and other course terms. A “drop” will not appear on your transcript. The class simply “disappears.”
- After the 14th calendar day period, students may withdraw from a course through “**My Akron**” until the 49th calendar day of a semester or proportionally equivalent dates during summer session, intersession, and other course terms. If you withdraw, a “WD” will appear on your transcript. You should know that *a withdrawal may affect your financial aid, eligibility for on-campus employment and eligibility for insurance*. Speak with your advisor for details.
- A student who leaves a course without completing the coursework and without going through the withdrawal procedure *will be given an “F” for the course*.

Questions regarding your registration can be addressed by the [Office of the Registrar](#), 330-972-5400. [The official University Withdrawal Policy is located here.](#)

For undergraduate students only:

- You must consult your academic advisor:
 - before withdrawing from more than two courses before you have earned 32 credits; and
 - before withdrawing from more than two courses after you have earned 32 credits but before you have earned 64 credits. (This does not count withdrawals that occurred before you earned 32 credits.)
- You may not withdraw from more than four courses before you have earned 64 credits.
- You may not withdraw from the same course more than twice.
- Exceptions may be made for extraordinary non-academic reasons (e.g., medical treatment or convalescence, military service).

Incompletes

An Incomplete grade indicates that the student has completed passing work but that some part of the work is, for good and acceptable reason, not complete at the end of the term. Failure to make up the omitted work satisfactorily by the end of the following term, not including summer sessions, converts the “I” to an “F.” When the work is satisfactorily completed within the allotted time the “I” is converted to the grade that the student has earned. Permission to obtain an Incomplete is not common. Talk with your instructor and advisor about your specific situation.

Student Conduct and Community Standards

Academic Integrity

Integrity of scholarship is essential for the university community. The University community is governed by the policies and regulations contained with the Code of Student Conduct and enforced by the Department of Student Conduct and Community Standards. The University of Akron. You can find more information here: www.uakron.edu/studentconduct

The first incident of copying/plagiarism of an assignment will result in a zero for that assignment and the Dept. Head will be notified. A second case of plagiarism will result in an “F” in the class. If the plagiarism occurs in a group project, every member of the team will get the same grade whether they were actively involved with copying/plagiarism or not.

It is each student’s responsibility to know what constitutes student academic misconduct, and to seek clarification directly from the instructor if necessary. Examples of academic misconduct include, but are not limited to:

- Plagiarism (intentional or unintentional representation of ideas or works of another author or creator, in whole or in part, without properly citing the original source for those ideas or works)
- The use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.
- Use of unauthorized assistance in taking quizzes, tests, or examinations
- Submitting substantially the same work to satisfy requirements for one course or academic requirement that has been submitted in satisfaction of requirements for another course, without permission of the faculty member
- Use of sources prohibited by the faculty member in writing papers, preparing reports, solving problems, or carrying out other assignments
- Inappropriate acquisition and/or improper distribution of tests or other academic materials without the permission of the faculty member.
- Engaging in any behavior specifically prohibited by a faculty member in the course syllabus or during class discussion
- Knowingly furnishing false or misleading information to university officials or faculty members

If a faculty member suspects that a student has violated the Academic Misconduct provision in the Code of Student Conduct, action will be taken as outlined in the Code of Student Conduct.

Classroom Behavior

Professional and considerate behavior during class is required. Specific items mentioned in the Code of Student Conduct include:

- Intimidating or threatening behavior
- Disorderly or disruptive behavior
- Disrupting or obstructing the functioning of the University
- Use of an electronic device to make an audio or video recording of someone without consent
- Failure to comply
- Engaging in or threatening physical abuse, verbal abuse, threats, intimidation, harassment, coercion, and/or other conduct which threatens the welfare or safety of any person
- Behavior that the student knew or reasonably should have known would cause a disruption or obstruction of teaching or research

Harassment

The University of Akron is committed to providing an environment free of all forms of discrimination, including sexual violence and sexual harassment. This includes instances of attempted and/or completed sexual assault, domestic and dating violence, gender-based stalking, and sexual harassment. Please know the majority of other University of Akron employees, including faculty members, are considered to be “responsible employees” under the law and are required to report sexual harassment and sexual violence. If you tell me about a situation, I will be required to report it to the Title IX Coordinator and possibly the police. You will still have options about how your case will be handled, including whether or not you wish to pursue a law enforcement or complaint process. You have a range of options available and we want to ensure you have access to the resources you need. Additional information, resources, support and the University of Akron protocols for responding to sexual violence are available at uakron.edu/Title-IX.

Support

Technical Support

If you have computer or software questions or require technical assistance, please contact the I.T. Help Desk:

- By Phone: 330-972-6888
- By Email: support@uakron.edu.
- The web site for Zip Support can be found here: <http://www.uakron.edu/helpdesk/>
- Brightspace self-help can be found here: http://www.uakron.edu/it/instructional_services/dds/Brightspace/Brightspace-student_resources.dot

Academic Support

The Writing Commons, Writing Lab, and Writing Center

The University of Akron provides free assistance to currently enrolled students. Writing help can be obtained in the Bierce Library Writing Commons.

- Information on the Writing Commons and eTutoring can be found here: http://www.uakron.edu/it/instructional_services/dds/Brightspace/Brightspace-student_resources.dot

Additional Research and Writing Support

UA Library Business & Management Research Guide: http://libguides.uakron.edu/business_management
[Purdue Owl Online Writing Lab](#)
[Purdue Owl APA Style Guide](#)
[Purdue Owl - Using research](#)

eTutoring

The University of Akron also offers online tutoring, called eTutoring, which is provided through the Ohio eTutoring Collaborative. Students at The University of Akron have access to online tutoring in Writing, Accounting, Chemistry, Math (through Calculus II), and Statistics. The Online Writing Lab allows you to submit a draft of your paper to a tutor, ask for specific feedback, and receive your work back with a tutor's comments in approximately 24 to 48 hours. You may submit up to three drafts per paper. eChat will allow you to meet with a tutor in one-on-one tutoring sessions via a fully interactive, virtual online environment. Offline questions will allow you to leave a specific question for an eTutor, who will respond within 48 hours (but usually sooner).

- Information on eTutoring can be found here: <https://www.etutoring.org/login.cfm?institutionid=263&returnPage>

Accessibility

Any student who has a disability that substantially limits learning in a higher education setting may contact [the Office of Accessibility](#) for information regarding eligibility for reasonable accommodations. The office telephone number is (330) 972-7928 (Voice) or (330) 972-5764 (TDD). The office is located in Simmons Hall room 105. No special accommodations will be provided to students unless I have received information from that office.

Other Support

Confidential help is available. If you wish to speak to a professional, in confidence, please contact:

- Rape Crisis Center - www.rccmsc.org - 24 Hour Hotline: 877-906-RAPE Office Located in the Student Recreation and Wellness Center 246 and the office number is: 330-972-6328
- University Counseling and Testing Center - uakron.edu/counseling 330-972-7082
- University Health Services - uakron.edu/healthservices 330-972-7808

Tentative Course Schedule - SUBJECT TO CHANGE AS NEEDED

WEEK	DATES	READINGS / ACTIVITIES
1	8/28 8/30	Course Introduction - Begin chapter 1 Intro to SC & Ops Mgmt Finish chapter 1 if necessary; chapter 2 Ops & SC Strategies
2	9/4 9/6	Chapter 3 Process Choices Finish chapter 3, explain homework; chapter 4 Business Processes
3	9/11 9/13	Finish chapter 4 as necessary, explain homework; chapter 5 Managing Quality Finish chapter 5 & explain homework (CH 3 HOMEWORK DUE IN BRIGHTSPACE BY 11:59pm)
4	9/18 9/20	Chapter 7 Supply Mgmt; review for Exam #1; (CH 4 HOMEWORK DUE IN BRIGHTSPACE BY 11:59pm) EXAM #1 over chapters 1-5
5	9/25 9/27	Go over exam; Chapter 6 Managing Capacity (CHPT 5 HOMEWORK DUE IN BRIGHTSPACE BY 11:59PM) Finish chapter 6; explain homework
6	10/2 10/4	Chapter 8 Logistics Chapter 10 Sales and Operations Planning (S&OP); (CHPT 6 HOMEWORK DUE IN BRIGHTSPACE BY 11:59PM)
7	10/9 10/11	Play BEER GAME; report directly to the Murphy room, 2nd floor CBA Review beer game; Chapter 9 forecasting
8	10/16 10/18	Finish chapter 9, explain homework Go over group project on forecasting
9	10/23 10/25	Catch up as needed - brief review for Exam #2; (CHPT 9 HOMEWORK DUE IN BRIGHTSPACE BY 11:59PM) Exam #2 over chapters 6-10
10	10/30 11/1	Go over exam; chapter 15 Developing Products ** NO CLASS - GROUP DAY **
11	11/6 11/8	GROUP PRESENTATIONS - GROUPS 1, 2 & 3; (Forecasting group project due - HARD COPY TO ME BY THE END OF CLASS) Chapter 12 Managing Production Across the Supply Chain
12	11/13 11/15	GROUP PRESENTATIONS - GROUPS 4, 5 & 6 Chapter 11 Managing Inventory, explain homework
13	11/20 11/22	GROUP PRESENTATIONS - GROUPS 7, 8 & 9 ** NO CLASS - HAPPY THANKSGIVING **
14	11/27 11/29	GROUP PRESENTATION - GROUP 10; chpt 13 JIT/Lean Mfg; (CHPT 11 HOMEWORK DUE ONLINE BY 11:59PM) Chapter 14 Managing Projects, explain homework
15	12/4 12/6	Catch up / review for Exam #3 EXAM #3 over chapters 11-15 (CHPT 14 HOMEWORK DUE IN BRIGHTSPACE BY 11:59PM)
	Thursday 12/13/18	FINAL EXAM - comprehensive covering chapters 1-15 5:15pm - 7:15pm location TBD

The dates shown on the previous page are tentative and may be changed as the need arises. Any changes will be discussed in class and a revised copy of the syllabus will be posted on Brightspace, if applicable.