

**OPERATIONS AND SUPPLY CHAIN MANAGEMENT PROGRAM
OPSM 3830-002 OPERATIONS MANAGEMENT – 2017 FALL
COURSE SYLLABUS**

- TERM:** Fall Semester, 2017
Tuesday, 6:30PM - 9:20pm BLB 070
- COURSE TITLE:** OPSM 3830-002 Operations Management - 2017 Fall
- INSTRUCTOR:** Andre' R Bryant D.M.
Email: Andre.Bryant@unt.edu
Office: BLB
Cell Phone: 256-457-6065
- OFFICE HOURS:** After class or by appointment
- COURSE MATERIALS:**
1. *Text.* Operations Management, 13th edition, William J. Stevenson, McGraw-Hill Irwin
 2. *Learn.* Course materials, assignments, and outside readings will be available within Blackboard/Learn portal. Students can access the online Blackboard using the Internet at the website learn.unt.edu. The site is password protected. You can learn more about Blackboard by reviewing the on-line student manuals.

**COURSE
MATERIALS
CONTINUED:**

3. *Outside readings:* Outside readings will be required for some class sessions.
4. *Excel Certification:* You will be required to obtain an Excel certification outside of class. Details regarding the requirement and grading will be provided during class lecture and will be posted in Blackboard Learn.
5. *Internet Software:* You will need Internet access. Course materials and assignments will be distributed via the Internet using Blackboard or group emails. You will be responsible for accessing Blackboard to obtain all course materials. Adobe Acrobat Reader will be required to read some of these materials. Acrobat Reader is available free from the Adobe web site: www.adobe.com. Many of the printed materials required for this course will be in stored in PDF. This format is common for materials published throughout the web and for full-text articles obtained on-line from the UNT library.
6. *Class Powerpoint Presentations:* Copies of the PowerPoint slides used during the in-class lectures can be downloaded from Blackboard. I will generally save these files in PDF. I would encourage you to download and print copies of the slides in advance of their coverage in class. You may find this useful to follow along while in class, and/or to review the slides on-line from home or work.

It will be assumed that you have a working knowledge of the topics covered in the prerequisites for this class. The prerequisite material includes statistics, forecasting and regression. Effort will be made to not address material already covered in those courses.

**COURSE
OVERVIEW:**

OPSM 3830 Operations Management is the management of production emphasizing industrial enterprises; production objectives; design and improvement of processes, work methods, and physical facilities; use of measurements and standards; production planning and control; quality control; budgetary and cost control; materials management.

**SCHEDULING
DISCLAIMER**

The schedule, policies, and assignments contained in this course syllabus are subject to change in the event of extenuating circumstances, class progress, or by mutual agreement between the instructor and the students. All changes will be announced in class prior to the change with a posted change to the syllabus given to each student and placed in Blackboard.

Date	Topic		Deliverable
29-Aug	Course Introduction & Syllabus		Quiz
5-Sep	Chapter 1	Introducton to Operations Management	
	Chapter 2	Competitiveness, Strategy, and Productivity	Quiz
12-Sep	Chapter 3	Forecasting	
	Chapter 4	Product ans Service Design	Quiz
19-Sep	Chapter 5	Strategic Capacity Planning	
	Chapter 6	Process Selection and Facility Layout	Quiz
26-Sep	Exam #1		Exam Chapters (1 - 5)
3-Oct	Chapter 7	Work Design and Measurement	
	Chapter 8	Location Planning and Analysis	Quiz
10-Oct	Chapter 8	Location Planning and Analysis	
	Chapter 9	Management and Quality	Quiz
17-Oct	Chapter 10	Quality Control	
	Chapter 12	MRP and ERP	Quiz
24-Oct	Exam #2		Exam Chapters (6 - 10)
31-Oct	Target Tour		
7-Nov	Chapter 13	Inventory Management	
	Chapter 14	JIT and Lean Operations	Quiz
14-Nov	Chapter 15	Supply Chain Management	
	Chapter 16	Scheduling	Quiz
21-Nov	Chapter 17	Project Management	Quiz
28-Nov	Exam #3		Exam Chapters (12 - 17)
5-Dec	Final Prep		
12-Dec	Finals Week		Final Exam

TYPICAL CLASS OUTLINE

1. Brief review of prior class content
2. Discussion of new content (text + supplementary materials)
3. Practical Exercises / Questions
4. Guest lecture / executive panel discussion when appropriate
5. Quiz / Exam Review when appropriate

GRADING:

The grading elements for the course are summarized below:

Graded Element	Points
Test 1	200
Test 2	200
Test 3	200
Test 4	200
Final Exam	200
Quizzes (10 @ 2 points each)	200
Excel Certification	150
Class Participation	60
Professional Development	40
Total	1450

Grade	Numeric Range	Grade points
A	1305 to 1450	4.0
B	1160 to 1304	3.0
C	1015 to 1159	2.0
D	870 to 1014	1.0
F	Below 869	0.0

Note: There will be **NO** extra credit in this class. Students will not be allowed to **resubmit** quizzes or exams.

The grading scale is guaranteed. You will receive no less than the grade listed within the appropriate interval. I reserve the right to adjust the grading scale in favor of the class if warranted. The points assigned to each grade comply with the points identified in the UNT Graduate Catalog.

Numeric grades are not rounded up to the next high letter grade. I may curve the grades for many of the assessments in the course. Rounding would result in an additional curve for a limited number of students near grade “breaks.”

ASSIGNMENT FORMATS AND DUE DATES

You are expected to approach each assignment with the professionalism required in the “business” world by fulfilling completed staff work.

EXAM BLACKBOARD ISSUES

Contact your TA to have the exam reset where you left off or if you have other issues.

REQUIRED OUTSIDE READINGS, VIDEOS OR PODCASTS:

The outside readings, videos or podcasts provide different perspectives on the class topics. The readings are meant to provide a foundation for in-class discussion and to broaden the students’ understanding of the topics. Material in these readings may be testable. The majority of the outside readings will be made available in Blackboard.

CLASS ATTENDANCE:

I hold you responsible for all material covered during class, including changes to the syllabus, course schedule, and course materials. I will not supplement missed lecture material. If you must miss a class, you need to make the necessary arrangements to obtain any missed material or lecture notes from other students in the class. **I recommend you establish a “backup” or study group to supplement your notes or to obtain missed material.**

Class attendance is mandatory; and I will call on students by name to answer questions, discuss assignments, and to comment on key concepts. Missing these opportunities may result in a reduction in your final grade (see class participation under Grading). Class participation and attendance cannot be made up without a valid medical excuse, an absence approved by the Dean of Students, or bona fide family emergency.

CLASS PARTICIPATION:

Class participation will affect the case grades and your final grade. Points will be based on preparation for class, quality of class input, organization, and conciseness. If you do not actively participate, you will not receive any points for this grading element.

Students are expected to fully prepare for the in-class discussions. Case discussion requires significant effort and should not be taken lightly. I will call on students by name to provide an overview of chapters, cases, define problems, identify key issues and themes, suggest alternatives, discuss the analysis, critique inputs, provide recommendations, and summarize the in-class discussion. The points assigned will be based on degree of participation as well as the quality of participation. Failure to be prepared will result in 0 points.

**GROUP VS
INDIVIDUAL
PARTICIPATION:**

Case work, home work or even quizzes may be completed as a group, but exams are an individual effort.

**LIBRARY
ASSIGNMENTS:**

Students are expected to use the library or internet sources to obtain outside readings and research industry information regarding the investing topics selected for the case assignments. In addition, students use the library resources for access to the economic periodicals. Outside readings may be downloaded from the UNT library's electronic resources.

**ACADEMIC
INTEGRITY:**

Academic Integrity Standards and Sanctions for Violation.

According to UNT Policy 18.1.16, Student Academic Integrity, academic dishonesty occurs when students engage in behaviors including, but not limited to cheating, fabrication, facilitating academic dishonesty, forgery, plagiarism, and sabotage. A finding of academic dishonesty may result in a range of academic penalties or sanctions ranging from admonition to expulsion from the University.

Cheating, plagiarism, or other inappropriate assistance on examinations will be treated with **zero tolerance** and will result in a grade of "F" for the course. The work should be solely your effort with ABSOLUTELY NO outside help or assistance. When working on exams, you must not discuss the exam with anyone (other faculty, other teams, or other students) unless specifically approved by the instructor. Students must be familiar with and adhere to the University's Academic Integrity policies.

Copying or using material from assignments previously submitted by other students (at UNT or other learning institutions) or downloaded from the Internet is plagiarism. If you quote material, you must cite your sources. **Large scale “cutting and pasting” from other sources, even if properly footnoted does not meet the criterion of submitting your own work and will result in a failing grade for the course.**

The examination instructions are very clear regarding what materials may be used on the exam. **If you “preprogram” your calculator, use any materials other than those permitted on the exam, talk with other individuals during the exam, exchange information about an exam with an individual that has not taken the exam, or copy or use material from another individual’s exam, you will receive a failing grade for the course.**

According to University policy, if you become aware of any misconduct related to academic integrity, you should inform me or another proper authority such as the department chair or associate dean.

FINAL GRADES:

I will not post final grades beyond what is available on Blackboard. **I cannot respond to grade requests except if you appear in-person at my office.**

GRADE APPEALS, WITHDRAWALS, & INCOMPLETES

Please refer to the UNT Graduate Catalog for policies governing these actions. If you have any questions, please contact me for clarification. Please note: I only use an incomplete for extraordinary circumstances. An incomplete grade will not be used simply to provide more time to complete the course requirements.

EXAM AND ASSIGNMENT GRADE APPEALS

If you disagree with how any assignment or examination was graded, **you must submit a written appeal by email or letter before the start of the next class period.** The email or letter must clearly state the rationale for the appeal and provide evidence to support your position. For example, you may cite text references, Powerpoint slides, or outside readings to support your position—**these must be clearly referenced by title and page number.** The rationale should be objective in nature and should not include subjective opinions. **Appeals**

that do not provide supporting rationale and specific reference(s) to course materials will be returned without consideration.

AMERICANS WITH DISABILITIES ACT

UNT makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide a student with an accommodation letter to be delivered to faculty to begin a private discussion regarding one's specific course needs. Students may request accommodations at any time, however, ODA notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet with each faculty member prior to implementation in each class. For additional information see the ODA website at disability.unt.edu.

EMERGENCY NOTIFICATION & PROCEDURES

UNT uses a system called Eagle Alert to quickly notify students with critical information in the event of an emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). In the event of a university closure, please refer to Blackboard for contingency plans for covering course materials.

ACCEPTABLE STUDENT BEHAVIOR

Student behavior that interferes with an instructor's ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the instructor may refer the student to the Dean of Students to consider whether the student's conduct violated the Code of Student Conduct. The University's expectations for student conduct apply to all instructional forums, including University and electronic classroom, labs, discussion groups, field trips, etc. The Code of Student Conduct can be found at deanofstudents.unt.edu/conduct.

CLASS COMMUNICATIONS

I will post classwide announcements on Blackboard as needed. When those notices are posted, Blackboard will forward an email copy of the announcement to the email address the university has on file for you.

If you wish to communicate with my, please send an email to Andre.Bryant@unt.edu. I will respond in a timely manor. Please do NOT use blackboard messages. **Blackboard messages are not auto-forwarded and may result in a delayed response. So, please use my UNT email.**

**IMPORTANT
FALL 2017
DATES:**

Classes Begin.	28-Aug
Labor Day (no classes; university closed).	4-Sep
Thanksgiving Break (no classes, university closed).	Nov 23-26
Last Regular Class Meeting.	7-Dec
Reading Day (no classes).	8-Dec
Final Exams.	Dec 9-15
End of term.	15-Dec

ATTACHMENT 1 – PROFESSIONAL DEVELOPMENT IN OPERATIONS, LOGISTICS & SUPPLY CHAIN MANAGEMENT

The UNT Professional Program in Logistics is very proud of its close relationship with industry and our emphasis on professionalism. **You are required to participate in 2 professionalism events. Each event is worth 30 points of your final grade.** To register for a Logistics Executive Lecture session go to www.cob.unt.edu/rsvp.

If you cannot attend 2 of these events due to work or class schedule conflicts, you may offer an alternative. Attendance at CSCMP or other supply chain industry events can be substituted, including LogSA or College of Business distinguished speakers, approved in advance. Please seek **approval from Dr. Bryant before attending any alternative event or meeting.** You will not be awarded any points if you request credit after attending the event. A List of potential alternative professional development opportunities in the DFW area are listed in attachment 2.

RSVP is mandatory; otherwise you **will NOT** receive any credit. If you do not RSVP, you will NOT get points for attending the event. The links for RSVP is provided below. If you RSVP and cannot attend the event contact Julie Willems-Espinoza at Julie.Willems-Espinoza@unt.edu. If you RSVP and do not attend the event without informing Ms. Willems-Espinoza, you will lose 10 points for the course. You are encouraged to **sign-up as early as possible.**

Executive Lecture Series:

[http://www.cob.unt.edu/logisticscenter/students/lectureseries/speakers.p
hp](http://www.cob.unt.edu/logisticscenter/students/lectureseries/speakers.php)

Onboarding Program:

[http://www.cob.unt.edu/logisticscenter/students/onboarding/onboarding.
php](http://www.cob.unt.edu/logisticscenter/students/onboarding/onboarding.php)

Note that in the past, an event was canceled because of a change in the schedule of one of our speakers. **If an event is canceled, no points are awarded.** If an event is canceled and you are on our RSVP list, you will receive a notification in e-mail. Before attending events, check for updates at:
<http://www.cob.unt.edu/logisticscenter/executivelectureseries.php>.

How to get credit for an event:

You need to submit a one-page write-up at the class following the event. The write-up should summarize the discussion and highlight three observations or pieces of knowledge you gained. The one page write-up needs to be written in a professional manner with clear, concise thoughts and business appropriate grammar. The two write-ups need to be submitted by the class period following the event. **Write ups turned in late will receive an automatic 5 point deduction. No write ups will be accepted later than December 4th by 11:59 pm or you will receive 0 points for the assignment.**

Executive Lecture Series

<https://cob.unt.edu/logistics-center/executive-lecture/speakers>

Onboarding Program

<https://cob.unt.edu/logistics-center/onboarding-program>

Friday, September 1, 12:00-1:00pm, BLB 170

Executive Lecture Series - Larry Glasscock, Vice President of Projects, MNX

Friday, September 8, 12-1pm, BLB 170

Onboarding Program – "Recommendations for Success from Industry Leaders"

Executive Panel Discussion

Presented by NDTA (National Defense Transportation Association) Executives

Friday, September 15, 12-1pm, BLB 170

Executive Lecture Series - Guy Byars, Vice President, C.A.T. Global, Inc.

Friday, September 22, 12-1pm, BLB 170

Onboarding Program - "Tell Me Everything I Need to Know" Alumni Panel Discussion

Presented by UNT Logistics Alumni

Friday, September 29, 12-1pm, BLB 170

Executive Lecture Series - Steve Boecking, Vice President, Hillwood

Friday, October 6, 12-1pm, BLB 170

Onboarding Program - "How to Deliver Effective Executive Presentations"

Presented by Brian Briscoe, Briscoe Communications

Friday, October 27, 12-1pm, BLB 170

Executive Lecture Series - Bernard Goor, Vice President Sales & Marketing,
Retail/Consumer Goods/Food Service

Friday, November 3, 12-1pm, BLB 170

Executive Lecture Series - John Magee, President & CEO, Crane Worldwide Logistics

TBD - Executive Lecture Series

CAP Logistics Executive Panel

TBD - Onboarding Program - "How to Give Back to Your Community"

Presented by Big Brothers Big Sisters