

# LSCM 4860

## Advanced Logistics Management

### Spring 2026

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## I. Key Information

**Course:** LSCM 4860, Advanced Logistics Management

**Sections:** 001

**Days & Times:** Monday, 6:30– 9:20PM

**Location and Instruction mode:** BLB 015

**Instructor:** Dr. Brian Sauser, Professor and Chair

**Email:** [brian.sauser@unt.edu](mailto:brian.sauser@unt.edu)

**Office hours:** by appointment

**Required Text and Readings:** No required text. Material and additional readings will be provided by the instructor during the semester.

**Description:** Application of logistics decision-making methods, processes and tools as they apply to inventory, transportation, warehouse, and supply chain management. The course stresses hands-on application of technology enabled finance and planning tools and methods useful in logistics; analysis of source, make and delivery for product service/customer management; developing skills in performance management and analytics for technical logistics problems; and developing executive-level communications and project management skills leading to concise strategic and change management for demand-driven value. **Prerequisite(s):** LSCM 3960. This is a capstone course to be taken during the last term / semester of course work.

## II. Course Overview

This course is an important component of UNT's Core Curriculum. This course was designed to bridge the STEM (science, technology, engineering, mathematics) and Business core courses (accounting, finance, management, information systems, and marketing) covered in the Logistics Program with key social and behavioral aspects to provide the students with a holistic and comprehensive understanding of how their degree program knowledge has human and societal impacts. As part of this capstone experience, students will focus on the application of empirical and scientific methods that contribute to the understanding of how the "human activity system" (issues of culture and world view and their impact on learning and working in engineering, science, and technology) impacts their STEM and Business knowledge. It is built on a fundamental that the successful development of STEM and Business knowledge is directly contingent on the human activity system. Case studies, academic research, and "real world" project work are used to provide a practical and advanced understanding to:

- Build empirical and scientific constructs both at the application level and strategic level for integrating the human activity system as part of STEM and Business knowledge.
- Challenge the student to think of the human activity system as an integral part of STEM and Business knowledge, and how this may impact its strategy, operation, and function in industry and society.
- As an integral part of the core curriculum, while engaging in this course you will develop and demonstrate the core objectives of Critical Thinking Skills, Communication Skills, and Empirical and Quantitative Skills.

**Critical Thinking Skills:** including creative thinking, innovation, inquiry, and analysis, evaluation, and synthesis of information. Leveraging STEM and Business core knowledge, students will have to demonstrate an understanding of the purpose, process, interaction, integration, and emergence of the human activity system with a collective entity, its members, and how it serves its environment to the larger system in which it is embedded. This will be done through "real-world" problem solving that engages industry in defining the problem and allows students to solve relevant and tangible problems with innovative solutions. These assignments will be executed as student teams and individuals using critical thinking tools to analyze and evaluate domain problems to present systemic solutions.

**Communication Skills:** including effective development, interpretation, and expression of ideas through written, oral, and visual communication. Assignments and projects will utilize several communication mediums (physical and mechanical) to demonstrate an understanding of communication effectiveness. Each application of a communication medium will evaluate the students understanding of the strategic importance of communication; the communication

process; communication within organizations; networked and directional communication flow; interpersonal communication; the roles of formal versus informal communication; communication media; communication technology; and nonverbal communication in the interpersonal communication process.

**Empirical and Quantitative Skills:** including the manipulation and analysis of numerical data or observable facts resulting in informed conclusions. Assignments and projects will challenge students to manipulate raw data into forms that allow for effective data visualization. Human activity systems are more effective when data can be effectively communicated and presented within and to the human activity system. This includes the ability to identify the current state and effectively consider the impact of change. Student are taught to not only resolve problems but offer the human activity system understanding of the ramification of alternatives. Students will learn that the optimal solution may not be the best solution to the human activity system.

## A. Books/Readings

Readings will be provided by the instructor. Experience strongly suggests you will learn much more (and thus perform better) in the class if you have completed the reading assignment **before** coming to class.

## B. Lecture Notes

There are the PowerPoint slides located on the class web site. They will be provided no less than one hour before class, so be prepared to take notes. In any event, I may or may not use them (in whole or part) during a lecture. They are for you to review and absorb. I view them as another reading for you. You will also be responsible for their understanding as it relates to the course content and the lecture topics. I will cover material in addition to the readings and PowerPoint slides during class, so I strongly recommended that you take thorough notes.

## C. Discussions

You are encouraged to actively participate in the lectures. For example, if you are not clear about a concept being discussed in the class, please ask questions. I consider asking questions a very important form of class participation. Also, if you have an interesting experience or insight that either supports or contradicts the concept being discussed, please share it with the class. I believe in a “wisdom of the crowds” approach to in-class learning, where the instructor and the student become one on the same.

## D. Case Studies and Multi-Media

We will use case studies and multi-media to pontificate about innovative thinking on topics related to this class. These discussions will give us, as a class, a chance to exhibit our thinking individually and collectively.

## E. Class Attendance and Participation

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. *Class attendance is strongly encouraged because you will be called upon to answer questions, discuss case assignments, and to comment on key concepts.* Missing these opportunities may result in a reduction in your final grade. Class participation and attendance cannot be made up without prior approval from the instructor.

You are strongly encouraged to attend every class. It is understood that circumstances beyond your control can impact perfect attendance, but every attempt should be made to come to class and be an engaged participant. Class participation will affect the case grades and your final grade. Participation will impact your grade, so you are expected to come to class prepared and fully prepared for the in-class case discussions. Case discussions require significant effort and should not be taken lightly. You may be called upon to provide an overview of the case, define the problem, identify key issues and themes, suggest alternatives, discuss the analysis, critique inputs, provide recommendations, and

summarize the in-class discussion. **If you are unable to attend a class, you must notify the professor prior to class via email with a brief explanation why you cannot attend. The professor will take this into consideration to determine (a) will impact your grade for any in-class assignments and (b) possible online attendance, in a case-by-case approval.**

### III. Assignments

Every assignment should be completed with a level of effort that you consider to be your BEST. As a Senior, you should fully understand what *is your BEST*. You should not complete an assignment based on what you think the professor wants, you should deliver a product that represents your BEST effort and fulfills the requirements as specified. So, as long as you do your BEST, the grade does not matter, and you will get the grade you deserve.

#### A. Individual Assignments

You will have five individual assignments.

##### 1. Critical Thinking

See the Assignment in Canvas.

##### 2. Professional Development

As part of your journey in completing a Supply Chain Management course, you will actively participate in professional development activities that are focused on preparing you for a successful career. Your task is to build a **Professional Development Portfolio** that documents your engagement, reflects on your learning, and connects your experiences.

In Supply Chain Management courses you are enrolled in (courses beginning with LSCM, OPSM, LGAV, and PRCH), you may complete Professional Development activities to earn a required number of points in Professional Development.

These activities are designed to help you prepare for a professional career, expand your network, and optimize your knowledge. By participating in events and completing activities, you will earn digital badges to showcase on your LinkedIn and Resume, all while gaining valuable experience that sets you apart.

(1) The first step is to download the Suitable App.

Scan the QR Code to download the app or search, "Suitable" in your app store.



(2) Logged in

Log in using this email format: EUID@untsystem.edu. For example: jld0426@untsystem.edu. (DO NOT use your my.unt.edu email address. Be sure to use the email format listed in this step. It will take you to your UNT single sign-on page.)

(3) Allow Notifications

This will ensure that you receive push notifications for events, activities, and pop-up badges. Also, make sure to give Suitable access to your camera, this is to make sure you can scan QR Codes for events.

b) *SCM Professional Development Events*

(1) *Supply Chain Management Speaker Series*

A series of weekly lectures offered by the Department of Supply Chain Management. Attend at least **one Supply Chain Management Executive Lecture**. Events are held on Wednesdays from 5:00 to 5:50 p.m. in BLB 180. ***These are in-person only, and you will need to use the Suitable app to participate.***

(2) *Career Coaching 1:1*

A SCM Career Coach for helping students clarify, plan, and achieve their career goals. These services are offered through the Wilson Jones Career Center. They include: Resume and Cover Letter, LinkedIn Profiles & Branding, Interviewing/Mock Interviewing, and Networking & Elevator Pitch. ***These are in-person or virtual, and you will need to register through the Navigate360 Student app: <https://navigate.unt.edu/access.html> Your Career Coach is Jenny Garcia.***

In addition, there are two SCM coaching workshops/events, which will allow 40 students per event. These new Spring Workshops are tagged and EDGE Creditable.

*Build, Boost, and Brand: Resume & LinkedIn Workshop*

January 26th 2:00pm – 3:30pm

[https://unt.joinhandshake.com/events/1864202/share\\_preview](https://unt.joinhandshake.com/events/1864202/share_preview)

*Build, Boost, and Brand: Resume & LinkedIn Workshop*

February 3rd 2:00pm – 3:20pm

[https://unt.joinhandshake.com/events/1864215/share\\_preview](https://unt.joinhandshake.com/events/1864215/share_preview)

(3) *Eagle City Business Ready Series*

Wilson Jones Career Center events are aligned with career activities in the RCoB and UNT. They include: Workplace Wednesdays, CHATS Series, Experiential Learning, and Networking Workshops. ***You will need to use Handshake to participate, and they will be linked to Suitable app.***

See the Wilson Jones Career Center for more details on opportunities: <https://careercenter.unt.edu/channels/business/>

(4) *Networking and Training*

**Networking:** A structured gathering designed to help build connections, exchange information, and create opportunities. They include: Industry Conferences, Summits & Expos, Alumni Networking Events, Professional Association Meetings, and SCM Student Organization Meetings.

**Training:** A structured learning experience designed to develop specific skills, knowledge, or behaviors in participants, often aligned with organizational or professional goals. They include: workshops and seminars, simulations and role-plays, webinars and online courses.

***These are events not organized by the Wilson Jones Career Center and will NOT use the Suitable app. Participation in these events needs prior approval from your professor.***

c) *Grading*

You must earn a total of 20 points for participation in Professional Development events. Ten of these points must be earned by attending one Supply Chain Management Executive Lecture. ***You may not count points earned in one Supply Chain Management course for another.*** The events have the following point values:

Event	Points	For each event you will need to submit to Canvas:
SCM Executive Speaker Series	10	• Date and title of event
Career Coaching 1:1	5	• Brief summary (100–150 words) of what you learned
Business Ready Series	5	• Key takeaways related to supply chain careers
Networking and Training Events	5	

d) *RCoB EDGE and SCM Badge*

Completing the Professional Development activities that are associated with the Suitable app can lead you to career credentialing through the RCoB EDGE (Elevate. Distinguish. Grow. Equip) Program (<https://cob.unt.edu/edge/index.html>). As a Ryan College of Business student at UNT, you're already enrolled in the program! Just download the app as described above and start exploring! Participate in events, complete activities, and earn digital badges to showcase on your LinkedIn and Resume, all while gaining valuable experience that sets you apart.

In the future, you will be able to earn a Supply Chain Management Professional Development & Leadership digital badge, which demonstrates your unique competency in supply chain management and can be showcased on LinkedIn and your resume.



### 3. Career Coaching

We are going to work through an exercise in class. You must be present to receive the grade.

### 4. Supply Chain Knowledge Assessment

You will complete a knowledge assessment on supply chain management. The purpose of this assessment is for you and the Department of Supply Chain Management to determine in what competencies we are strong and what competencies we need to improve upon. Grading on the assessment will be determined on the following scale (30 points possible):

Performance	Earned Points
Top 2.5%	30
Top 13.5%	27.75
Top 34%	26.4
Top 68%	25.5
Everyone Else	22.5

## 5. SPOT Evaluation

I truly value the feedback I receive from students in the classes I teach. It helps me become better at my job and serve the customer (aka the student). I am less concerned about the impact my assessment scores mean to my performance evaluation for the university, but about what they mean to giving the customer a quality product. While you are welcome to visit with me and provide personal, verbal feedback, UNT utilizes the Student Perceptions of Teaching (SPOT) system. To promote (group) participation, there is a point value in the grading for completing the SPOT evaluation. Because I cannot know who completed the evaluations, I cannot know who to award the actual points to individually. Thus, while you will get an individual score for this assignment, it is a group effort that will determine your score:

- If less than 20% of the class completes the SPOT evaluation, everyone in the class will get 0 pts.
- If 20-39% of the class completes the SPOT evaluation, everyone in the class will get 2.0 pts.
- If 40-44% of the class completes the SPOT evaluation, everyone in the class will get 5.0 pts.
- If 45-49% of the class completes the SPOT evaluation, everyone in the class will get 6.0 pts.
- If 50-59% of the class completes the SPOT evaluation, everyone in the class will get 8.0 pts.
- If 60-69% of the class completes the SPOT evaluation, everyone in the class will get 9.0 pts.
- If greater than 70% of the class completes the SPOT evaluation, everyone in the class will get 10 pts.

## 6. Career Survey

See the Assignment on Canvas.

## B. Group Assignments

Group Assignments will focus on building and analyzing problems using skills necessary to perform or develop an understanding within your major program, as well as the Term Project. These assignments could require the use of word processing, spreadsheets, online media, poster paper, and markers... whatever it takes to do your best.

If you must miss the activities associated with completing these assignments within your group due to work or other unavoidable circumstances, you must contact the professor and the members of your group in advance. If the circumstances warrant it, the professor will schedule a makeup or provide an alternative for completing the assignment. These situations will occur on an exception basis and must be justified on valid circumstances. In order to be considered for the make-up, you must notify the professor and the group via email *before* the day the assignment is due, and receive via email permission from the professor and the group that this will be acceptable. Failure to provide notification will result in a failing grade for the assignment.

## C. NT Logistics Case Competition/Term Project

Project teams (TBD based on the number of students) will work on a topic defined by NT Logistics executives to address a “real” industry problem. While engaging the problem through the lens of the human activity system, students will be required to:

- Apply analytical tools useful in logistics
- Analyze the characteristics of a logistics system and its interrelationships within a company and its human activity system
- Demonstrate skills to analyze technical logistics problems
- Demonstrate executive-level communications skills leading to the concise statement of problems and proposed solutions

The team’s performance will be evaluated based on a Project Charter, NT Logistics Coaching Session, Project Review, Triage Review, Project Report, and Project Presentation. While this assignment is a team-based activity, individual performance will be considered. Each group member is to provide the professor with an evaluation of their individual performance and of each group member’s performance for the final report and presentation grades. This measure



allows you to identify the level to which your group members have helped the group. This is your chance to identify and reward/penalize both excellent and poor performance of group members, as well as your own. This is the only grade measurement where you play a role in determining your own grade or of your peers.

Peer evaluations will be performed anonymously using the rating form attached. This rating will be distributed electronically.

The professor will incorporate the peer evaluations as part of your grade for the term project. The following formula will be used to adjust your grade for the project report/presentation:

$$(Individual\ Average \div Team\ Average) \times Team\ Grade = Individual\ Adjusted\ Grade$$

The formula allows an individual to receive a grade higher or lower than the team grade if the team members considered the individual's performance to be higher/lower than the other team members. NOTE: assigning high grades to everyone will not help the individuals that performed a disproportionate share of the work. High across-the-board evaluations do not help other team members or provide feedback on how or where to improve team performance.

Performance rating will be based on the following factors

- Quality of work: The degree to which the student team member provides work that is accurate and complete.
- Timeliness of Work/Attendance: The team member's timeliness of work. Showed up as scheduled, completed tasks on time, attendance at the group meetings, etc.
- Task support: The amount of task supports the team member gives to other team members.
- Responsibility: The ability of the team member to carry out a chosen or assigned task, the degree to which the member can be relied upon to complete a task.
- Involvement: The extent to which the team member participates in the exchange of information and relates and communicates to other team members.
- Emotional/motivational support: Consider the amount of emotional/motivational support the member gives to other team members
- Leadership: Consider how the team member engages in leadership activities.
- Overall: The overall performance of the team member while in the group.
- Given the opportunity, I would have "fired" this person from our team
- I would want this person in my group again
- This person was the leader of the team
- This person took charge and did a lot of work, but I would not want to work for them.

## IV. Grading

### A. Grading Scale

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 Catalog.

Letter Grade	Numeric Range	Grade Point
A	225-250	4.0
B	200-224	3.0
C	175-199	2.0
D	150-174	1.0
F	<150	0.0

The potential point value for each assignment is as follows:

ASSIGNMENT	Pts
<b>INDIVIDUAL ASSIGNMENTS</b>	<b>90</b>
<i>Critical Thinking</i>	10
<i>Career Coaching</i>	10
<i>Professional Development</i>	20
<i>SCM Knowledge Assessment</i>	30
<i>SPOT Evaluation</i>	10
<i>Career Survey</i>	10
<b>GROUP ASSIGNMENTS</b>	<b>30</b>
<i>Facility Location and Design</i>	10
<i>Transportation Network Design</i>	10
<i>Data Visualization Analytics</i>	10
<b>GROUP TERM PROJECT</b>	<b>130</b>
<i>Project Charter</i>	20
<i>NT Logistics Coaching Session</i>	20
<i>Project Review</i>	20
<i>Triage Review</i>	15
<i>Project Report</i>	30
<i>Project Presentation</i>	25
<b>TOTAL</b>	<b>250</b>

## B. Assignment Formats and Due Dates

You are expected to approach each assignment with the professionalism required in the “business” world by fulfilling your responsibilities and completing work on time. Work products should have a neat, professional appearance. The appearance of the submission will affect the grading – up to a 20% deduction for submissions deemed to be unprofessional in appearance.

Each assignment is due by the time specified in CANVAS. Any assignment may be submitted any time prior to the due date/time.

A 50% penalty will be assessed for submissions within 24 hours after the assignment is due (one day late). A 100% penalty will be assessed for submissions more than 24 hours after the assignment is due. Correct spelling, grammar, and punctuation are expected and will be considered in the grading of all assignments. The overall appearance and professionalism of the submission will also be considered in the grade.

## C. Extra Credit

There will be no extra credit in this class. Students will not be allowed to resubmit assignments

## D. Grading Appeals, Withdrawals, and Incompletes

If you disagree with how any assignment 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 a supporting rationale and specific reference(s) to course materials will be returned without consideration.**

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

## E. Acceptable Student Behavior

Classroom behavior should not interfere with the professor's ability to conduct the class or the ability of other students to learn from the instructional program. Unacceptable or disruptive behavior will not be tolerated. Students who disrupt the learning environment may be asked to leave class and may be subject to judicial, academic, or other penalties. This prohibition applies to all instructional forums, including electronic, classroom, discussion groups, etc. The instructor shall have full discretion over what behavior is appropriate/inappropriate in the classroom. The bottom line is that supply chain management is conducted by professionals. I expect no less of you.

## F. Communication

I am genuinely interested in not only your learning but also your success. I will be happy to discuss the course, your progress, or any other issue of concern to you on an individual basis by appointment. Please feel free to send me an email for any clarification that you might need during the term on any administrative or substantive issue. I usually respond to emails within 24 hours.

## V. Course Schedule

Below is a proposed schedule, but this schedule will adjust to accommodate class progress, more in-depth discussion where warranted, or to take advantage of guest speakers if the opportunity should arise. Ultimately, we need to optimize your learning experience via a dynamic and agile learning experience. The last two columns indicate how you will attend class for that given week. **In this section, the course consists of 16 classes. Therefore, each week the course will be as follows:**

Class	Lecture Topic	In-Class Activity	Homework/Assignment
Jan 12	Course Introduction		Video/Reading in Critical Thinking Assignment
Jan 19	<b>Martin Luther King Jr. Holiday</b>		
Jan 26	Critical Thinking	Critical Thinking (I)	Readings in Project Charter Assignment
Feb 2	Case Introduction by NT Logistics/Andrews Distributing		
Feb 9	Project Management and Planning		Project Charter (G)
Feb 16	Decision Making and Data Analytics		Data Visualization/Analytics (G)
Feb 23	Facility Location and Design		Facility Location and Design (G)
Mar 2	Designing the SC Network		Network Design (G)
Mar 9	<b>Spring Break</b>		
Mar 16	Career Coaching		NT Logistics Coaching Session
Mar 23	Project Review	One-on-One with Group	NT Logistics Coaching Session
Mar 30	Project Review	One-on-One with Group	NT Logistics Coaching Session
Apr 6	Project Review	One-on-One with Group	
Apr 13	Project Review	One-on-One with Group	Triage Assignment
Apr 20	SCM Knowledge Assessment	SCM Knowledge Assessment (I)	
Apr 27	Final Report	NO CLASS	
May 4	Final Presentations at NT Logistics	Project Presentation	

I: Individual Assignment

G: Group Assignment

## VI. Policies

### A. Academic Integrity

Cheating, plagiarism, or other inappropriate assistance on examinations, abstracts, or cases will be treated with **zero tolerance** and could result in a grade of “F” for the course. Any work should be solely your effort with ABSOLUTELY NO outside help or assistance. Students must be familiar with and adhere to the University’s Academic Integrity policies. A dedicated website for this information can be found at: <https://vpaa.unt.edu/ss/integrity>.

To steal and pass off (the ideas or words of another) as one's own is plagiarism. If you quote or reference other’s material, you must cite your sources. 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.

Additionally, the use of artificial intelligence (e.g., ChatGPT) on any course work is considered plagiarism and is prohibited, unless expressly authorized or cited. These violations are taken seriously, will be investigated, and academic sanctions will be actively pursued. **The minimum penalty is an “F”** on the assignment and referral to the Dean of Students for disciplinary action which may include expulsion from the University. For team-based deliverables, no distinction will be made between which student contributed a particular part(s) of the work. Any plagiarism in any part of any deliverable will result in the aforementioned penalties to **all** team members. Hence, team members are responsible for policing academic integrity within their team. For additional information about the University Integrity policy, go to <http://vpaa.unt.edu/academic-integrity.htm>.

By enrolling in a Department of Supply Chain Management (SCM) course, you promise to promote the integrity of learning and embrace the core values of trust and honesty. As such, you agree to adhere to the University of North Texas policy on Student Academic Integrity. Academic Integrity is based on educational principles and procedures that protect the rights of all participants in the educational process and validate the legitimacy of degrees awarded by the University. In the investigation and resolution of allegations of student academic dishonesty, the University’s actions are intended to be corrective, educationally sound, fundamentally fair, and based on reliable evidence.

The Department of SCM aims to ensure the ethical pursuit of knowledge in coursework, research, scholarship and creative activity. Therefore, it is required that all students enrolled in a Department of SCM course read, understand, and abide by the University of North Texas policy on Student Academic Integrity (Policy number: 06.003).

**See full policy (PDF):**

[https://policy.unt.edu/sites/default/files/06.003 Student Academic Integrity.pdf](https://policy.unt.edu/sites/default/files/06.003%20Student%20Academic%20Integrity.pdf)

### B. Cell Phones and Other Electronic Devices

All cellular or digital phones, pagers, and laptops are to be turned off during class. **Failure to comply with this request will result in a letter grade deduction to the final grade if repeated.** Laptop usage to investigate additional information during class will be encouraged at the discretion of the instructor.

### C. Changes in Course

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 placed on CANVAS.

## D. Instructor Feedback

Students can anticipate a response regarding emails, discussion posts, and assignments within 24-48 hours. Have no concerns on send me an email for any clarification that you might need during the course. I will be happy to discuss the course content and your progress on an individual basis by appointment.

## E. Rules of Engagement

Treat your instructor and classmates with respect in any communication online or face-to-face, even when their opinion differs from your own. Use your critical thinking skills to challenge other people's ideas, instead of attacking individuals. Proofread and fact-check your sources.

## VII. UNT Policies

### A. Academic Integrity Policy

Academic Integrity Standards and Consequences. According to UNT Policy 06.003, 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. [Insert specific sanction or academic penalty for specific academic integrity violation]

### B. ADA Accommodation Statement

The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking reasonable accommodation must first register with the Office of Disability Access (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with a reasonable accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request reasonable accommodations at any time; however, ODA notices of reasonable 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 reasonable accommodation for every semester and must meet with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of reasonable accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student. For additional information, refer to the Office of Disability Access website (<https://studentaffairs.unt.edu/office-disability-access>). You may also contact ODA by phone at (940) 565-4323.

UNT strives to offer you a high-quality education and a supportive environment, so you learn and grow. As a faculty member, I am committed to helping you be successful as a student. To learn more about campus resources and information on how you can be successful at UNT, go to [unt.edu/success](http://unt.edu/success) and explore [unt.edu/wellness](http://unt.edu/wellness). To get all your enrollment and student financial-related questions answered, go to [scrappysays.unt.edu](http://scrappysays.unt.edu).

### C. Prohibition of Discrimination, Harassment, and Retaliation (Policy 16.004)

The University of North Texas (UNT) prohibits discrimination and harassment because of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, veteran status, or any other characteristic protected under applicable federal or state law in its application and admission processes; educational programs and activities; employment policies, procedures, and processes; and university facilities. The University takes active measures to prevent such conduct and investigates and takes remedial action when appropriate.