



LSCM 3960.003 LOGISTICS & SUPPLY CHAIN MANAGEMENT

Fall 2019

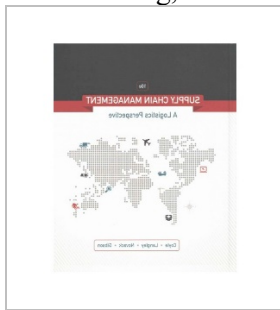
Mr. José A. Grimaldo, Jr.
Thursday Evenings
6:30PM – 9:50PM
BLB255



Office: 336E BLB (UNT Campus)
Phone: Office: (940) 369-5012
Office Hours: 5:00 – 5:30 TH (other days by appointment)
Contact: via email Jose.Grimaldo@unt.edu

COURSE DESCRIPTION:

Analysis and design of domestic and international logistics systems. Topics include transportation, warehousing, inventory control, materials handling and packaging, and plant and warehouse locations within and between firms. *Emphasis on concepts and practices that provide firms with global competitive advantage.*



COURSE MATERIALS:

Text: John J. Coyle, Jr., Robert A. Novack, and Brian J. Gibson, **Supply Chain Management: A Logistics Perspective**. 10th Edition: Cengage Learning, ISBN 13: 978-1305859975; ISBN 10 1305859979 . NOTE: Do not purchase or rent the international version. E-version is fine to have, but be sure you read the material before coming to class.

Lectures & On-line: To successfully complete the course you must master two sources of information. First, is the textbook. Almost 95% of exam questions are drawn directly from the text. Read it carefully and completely. Second, the lectures. History has shown a clear relationship between your final grade and classroom attendance. Outlines of the lecture Power Points will be posted on CANVAS to assist your effort in taking notes during the lecture. Copies of the complete lectures will not be provided...**come to class!**

GRADING:

Resume	25 points
Executive Lecture	25 points
Attendance	280 points
On-line Assignments	120 points
On-line Quizzes (15)	150 points
Excel Certification	100 points
Inventory (Exam) #1	100 points
Inventory (Exam) #2	100 points
Inventory (Exam) #3	100 points
TOTAL	1,000 points

RESUME (30 points = 3% Final Grade):

Assume you attend a Council of Supply Chain Management Professionals meeting Monday evening and chat with a vice president with a 3PL. “Looking for an exceptional UNT graduate highly capable to do great things for your company?” you ask. She replies, “Send me your resume to me by Noon Thursday.” Do you have your resume ready? You should.

Your assignment:

First, in order to receive credit you must complete and electronically submit your resume in CANVAS as per your instructors portal no later than **5:00 on Friday, September 13, 2019** The logistics faculty may use this version of your resume to send to companies that contact us throughout the semester so make sure it is your very best. There is a 100% penalty for late submissions. Students adding the course will have 48 hours to make-up this exercise from the time they add the course.

Second, you must provide the following naming convention for your document upload into CANVAS Example: Instructor Initials_R (*R indicates Release your resume, NR Not Release resume*) or NR_Full or Intern_StudentLastName_Semester_Year your naming convention should look like this JAG_R_Full_Burton_Spring_2019.pdf (this one shows the resume is free to release, choose NR if you don’t wish to have your resume released)

Third, in order to be visible to employers you must submit your resume via Eagle Careers powered by Handshake <http://studentaffairs.unt.edu/career-center/eagle-careers>. You need to have a profile created as well. A Student User Guide will be provided to you with instructions on how to submit your resumé.

Fourth, once you have your resume ready to upload into Handshake you must do the following:

1. Under ‘Personal Goals’, you need to select either, ‘I want a job’ or ‘I want an internship’, then click ‘Done’
2. Now, you need to choose in the ‘Other’ dropdown ‘Has Public Resume’ If you want to have recruiters see your resumes.

Attendance (Mandatory) (120 points = 12% Final Grade):

This is an accelerated class. Attendance is Mandatory. Everyone will start with 200 points. Each time you miss class you will be docked **15 points**. You will not be able to make-up the time. If you have to miss for a medical emergency I will follow UNT policy and request you present a note from a doctor. You will still be responsible for the course work and material as necessary. I will circulate a roster for you to sign near the end of every class period.

Quizzes (150 points= 15.0% Final Grade):

The course consists of a combination of reading and lecture. Lectures will cover most, if not all, of the reading material, lectures are intended to go beyond the basic concepts to further your understanding. Learning is enhanced if the student has read the text material prior to the lecture. Coming to the lecture without previously reading the text will hinder your understanding. To encourage students to read the material prior to the lecture, a quiz will be given at some time during lecture.

Excel Certification: (10% of Grade)

5 percent of the grade be based on completing the G-Metrix training and that the other **5 percent** be based on passing the certification exam. Again, the points for passing the certification exam should be an all-or-nothing approach. If the student passes the exam, they get the **5 percent**. If they fail to pass the exam, they would receive zero credit toward this 5 percent.
G-Metrix training completion and certification exams.

Fall Semester by week:

Week 1: August 26 - 31

Week 2: September 3rd- 6th

Week 3: September 9th-13th

Week 4: September 16th- 20st Core Skill Review Modules 1-3 due by 11:59 PM, Sunday, September 22nd

Week 5: September 23rd -27th

Week 6: September 30th – October 4th

Week 7: October 7th -11th Practice Exam Modules 1-3 due by 11:59 PM, Sunday, October 13th

Week 8: October 14th-18th

Week 9: October 21st-25th

Week 10: October 28th- November 1st Project Modules 1-2 due by 11:59 PM, Sunday, November 3rd
(Limited early bird testing dates will be available on Oct 28th & 29th; we will announce on Canvas)

Week 11: November 4th- 8th Scheduler for first round closes at 12 PM November 8th (office will send names over to Sage Hall)

Week 12: November 11th-16th First Round of Testing (Slots available Monday through Saturday)
Scheduler opens for Round 2 testing & closes at 12pm Nov. 15

Week 13: November 18th-23rd Round 2 testing (Slots available Monday thru Saturday)

Week 14: November 25th-29th Thanksgiving Break Nov. 28th and 29th

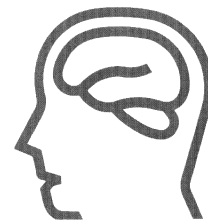
Week 15: December 2nd -6th Pre-Finals week. Any off-campus certifications must send proof of certification to instructor and office by 5 PM on Friday, **December 6th (Reading Day)**

Week 16: December 9th-13th Finals Week
December 14th- Commencement

Students can complete the G-Metrix training modules earlier than scheduled, if desired, in order to gain earlier access to the certification exam scheduling tool.

Examinations 600 points= 60.0% Final Grade):

Most examinations tend to be one-time exercises in memorization and regurgitation which defeats the purpose of a college education. Class sessions should be an exchange of information to facilitate understanding of logistics concepts. Three times during the term an exam will be taken to check for understanding and retention of information. The exam will be multiple choice, true/false, quantitative problems, but no essay questions. Exams require the student to pull together key logistics concepts to devise an answer and are intended to test understanding, not memorization skills. There will not be a cumulative Final Exam. Scoring on exams will be based on total correct answers multiplied by a factor of '2'. For example, if you score a 36 out of 40 possible points, I will take $36 \times 2 = 72 \times 2 = 144$ out of 200 points.



“Distractions” GUIDELINE:

Preferably content-related questions are asked in class for the benefit of the entire class. Individual issues should be discussed during office hours. Immediately after each lecture is completed some

students try to discuss issues with Mr. Grimaldo. Between handing back graded assignments, shutting down the front of the classroom, and trying to pay close attention to your needs there is a lot going on. Please make it a practice to follow-up any discussions with an email so anything discussed is agreed upon and documented. All emails are retained until the end of the course.

OFFICE HOURS:

When you need one-on-one assistance, please schedule an appointment. Problems, or potential problems, should be addressed before they become major problems. When I am in the office I am logged on to my e-mail. I accept telephone calls, but give first priority to students with appointments and second priority to e-mail inquiries.

OPPORTUNITIES FOR EXTRA CREDIT:

Logistics Executive Lecture Series:

The UNT Professional Program in Logistics is very proud of its close relationship with industry and our emphasis on professionalism. This semester the Logistics Executive Lecture Series are planned for Friday 1:00PM – 2:00PM sessions allowing students to meet and actively interchange with logistics executives. You may earn up to **25 points** by attending some of these events. To receive **25 points** credit you must A) RSVP in advance at <http://www.cob.unt.edu/logisticscenter/students/lectureseries/speakers.php>, B) sign the attendance sheet when you attend, and C) Turn in a 1 page summary of what you learned and if possible attach a business card, within one week after the event ends.

Attendance at the same event to fulfill a requirement for another course will not be counted. You will not receive credit if you have not RSVP'd. If you RSVP and fail to attend 25 points will be deducted from your grade. You can make up these points by attending another presentation. No more than **25 points** may be earned for this element of the course.

If you cannot attend these events due to work or class schedule conflicts, you may find an alternative such as an evening professional meeting. My goal is that you are able to interact with a corporate executive. Attendance of a career fair or attendance of a student interest group (such as AMA, LOGSA, or SAA) will not count as a substitute unless a “C”-level executive is speaking and the presentation has been approved in advance. Any alternative must be approved by Mr. Grimaldo prior to attending the event and you will be asked to provide the “C”-level executive’s business card as proof that you interacted with the executive (I will follow-up with them). The Learn! grade book will reflect your participation as soon as the signature sheets are received and matched.

DO NOT WAIT UNTIL THE END OF SEMESTER TO SIGN UP AND SCRAMBLE TO EARN EXTRA CREDIT, BUT IF YOU SIGN UP EARLY THEN ATTEND EARLY.

Executive Lecture Series

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

Onboarding Program (Volunteer ONLY No extra credit)

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

CHALLENGE POLICY:

You have until the start of the next class to submit a **written** request for a regrade (known as a "challenge") after an exam or assignment has been returned to the class. To earn additional points, you must be able to convince me, in writing, that your answer is correct.

ACADEMIC INTEGRITY:

Academic integrity emanates from a culture that embraces the core values of trust and honesty necessary for full learning to occur. As a student-centered public research university, UNT promotes the integrity of the learning process by establishing and enforcing academic standards. Academic dishonesty breaches the mutual trust necessary in an academic environment and undermines all scholarship. Academic dishonesty includes cheating, plagiarism, forging the signature of the instructor or of another student, fabrication, and/or facilitating or sabotaging the academic dishonesty of other students.

Any suspected occurrence of academic dishonesty will be investigated and handled in accordance with UNT policy and procedures. The following academic penalties may be assessed at the instructor's discretion upon determination that academic dishonesty has occurred. *Admonitions and educational assignments are not appealable.*

1. *Admonition.* The student may be issued a verbal or written warning.
2. *Assignment of Educational Coursework.* The student may be required to perform additional coursework not required of other students in the specific course.
3. *Partial or no credit for an assignment or assessment.* The instructor may award partial or no credit for the assignment or assessment on which the student engaged in academic dishonesty, to be calculated into the final course grade.
4. *Course Failure.* The instructor may assign a failing grade for the course.

Should the procedure for appeal of a case of academic dishonesty extend beyond the date when the instructor submits course grades for the semester, the student will be assigned a grade that reflects the penalty, which shall be adjusted, as appropriate, at the conclusion of any appeal process.

Specific details and description of UNT's Policy on Student Standards of Academic Integrity (18.1.16) and students' right to appeal are available at http://policy.unt.edu/sites/default/files/untpolicy/pdf/7-Student_Affairs-Academic_Integrity.pdf.

DISABILITIES ACCOMMODATION:

In accordance with university policies and state and federal regulations, UNT is committed to full academic access for all qualified students, including those with disabilities. To this end, all academic units are willing to make reasonable and appropriate adjustments to the classroom environment and the teaching, testing, or learning methodologies in order to facilitate equality of educational access for persons 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 the student with an accommodation letter to be hand delivered to the instructor to begin a private discussion regarding the student's specific needs in the course.

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. Every semester, students must obtain a new letter of accommodation, and they must meet with each faculty member prior to implementation in each class.

Students are strongly encouraged to deliver letters of accommodation during faculty office hours or by appointment. Faculty members have the authority to request that students discuss such letters during their designated office hours in order to protect the privacy of the student.

For additional information, visit the Office of Disability Accommodation (ODA) in Sage Hall, suite 167, or their website at <http://disability.unt.edu>. You may also contact the ODA office by phone at [940.565.4323](tel:940.565.4323). Specific information on UNT's policies related to disability accommodations is available at <http://policy.unt.edu/policy/18-1-14>.

Please note that disability accommodations are not retroactively applied to the start of a course. Accommodations in the course become effective after the student has delivered an official accommodation letter from UNT's ODA.

The College of Business Administration complies with the Americans with Disabilities Act in making reasonable accommodation for qualified students with a disability. If you have an established disability, as defined in the Americans with Disabilities Act and would like to request accommodation, please see Mr. Grimaldo as soon as possible.

CLASSROOM ETIQUETTE/STUDENT CONDUCT

To promote your plunge into business professionalism here are some simple classroom etiquette requirements:

- 1) **No cell phones or cameras**. Please turn your cell phone off. Ringing cell phones (as well as twittering) are a distraction to the class and an insult implying that you are more important than anyone around you. Any ringing or twittering cell phones will be confiscated and returned to the owner at the final exam. Use of cell phones during the lecture or an exam may result in confiscation. Similarly, use of cameras in the classroom are distracting and prohibited.
- 2) **Use of computers ARE allowed** during the lectures but users must sit in the first two rows of the classroom.
- 3) ***Please do not come to class late or depart early unless you have an emergency. It is discourteous and an interruption to the class.***
- 4) Any student behavior that interferes with an instructor's ability to conduct class or other students' opportunity to learn is unacceptable and will not be tolerated in any instructional setting at UNT. This includes traditional face-to-face classes, online or blended classes, labs, discussion groups or boards, field trips, and verbal and/or written (including email) communication with the instructor and/or other students. Examples of unacceptable behavior include, but are not limited to, disrespectful treatment of other students (verbal or written), disrupting lecture, and use of inappropriate or profane language or gestures in class or other instructional settings.
- 5) A student engaging in unacceptable behavior may be directed to leave the classroom or other instructional setting and will be counted as an absence and considered unexcused and may also be referred to the Dean of Students to consider whether his/her conduct violates UNT's Student Code of Conduct.

FINAL GRADES

It is the practice of Mr. Grimaldo to post your final grade on CANVAS.

FINAL GRADE APPEALS, CHANGES, AWARDED AND REMOVAL OF AN 'I': REQUESTS FOR AN INCOMPLETE

Students may request a grade of incomplete ("I") only if he/she meets all of the following conditions:

- The request occurs on or after November 11, 2019;
- The student is passing the course;
- There is a justifiable and documented reason beyond the control of the student (*e.g.*, serious illness or military service) for not completing the course on schedule; and,
- The student has the approval of the instructor and the department chair.

Students meeting these criteria must arrange with the instructor to finish the course at a later date by completing specific requirements outlined by the instructor. These requirements must be listed on a "Request for Grade of Incomplete" form signed by the instructor, student, and department chair. More information on UNT's Incomplete Grade policy is available at <http://registrar.unt.edu/grades/incompletes>.

REQUESTS TO DROP THE CLASS

We want you to succeed in this class and at UNT. If you are concerned about your progress in the course, or believe you need to drop for other reasons, it is important that you contact the instructor as soon as possible. We want to make sure that dropping the course is your best or only option.

There are consequences to dropping classes that extend beyond losing your invested time, money, and effort. Dropping one or more classes may make you ineligible for financial aid. There are also limits on the number of courses you can drop. You can learn more about this at <http://registrar.unt.edu/registration/dropping-class>.

If you absolutely have to drop the course, you must pick up a drop form from the Eagle Student Services Center and take it to the instructor for her/his signature. Once the instructor signs the form, you are responsible for taking it to the Registrar's Office in the Eagle Student Services Center to have it processed. Please be aware that when you choose to drop can affect your grade:

- October 4, 2019 Last day to drop a class with an automatic grade of "W" for courses that a student is not passing
- October 5, 2019 Last day a student may elect to drop a class. The instructor will assign a grade of "W" or "WF" based on the student's actual performance-to-date in the course.

CAMPUS CARRY & CONCEALED HANDGUNS

In accordance with state law and UNT policy, students who are licensed may carry a concealed handgun on campus premises except in locations and at any function, event, and program prohibited by law or by this policy. Students may learn more about UNT's concealed handgun policy at <https://campuscarry.unt.edu>.

SEXUAL DISCRIMINATION, HARRASSMENT, & ASSAULT

UNT is committed to providing an environment free of all forms of discrimination and sexual harassment, including sexual assault, domestic violence, dating violence, and stalking. If you (or someone you know) has experienced or experiences any of these acts of aggression, please know that you are not alone. The federal Title IX law makes it clear that violence and harassment based on sex and gender are Civil Rights offenses. UNT has staff members trained to support you in navigating campus

life, accessing health and counseling services, providing academic and housing accommodations, helping with legal protective orders, and more.

UNT's Dean of Students' website offers a range of on-campus and off-campus resources to help support survivors, depending on their unique needs: http://deanofstudents.unt.edu/resources_0. Renee LeClaire McNamara is UNT's Student Advocate and she can be reached through e-mail at SurvivorAdvocate@unt.edu or by calling the Dean of Students' office at 940-565-2648. You are not alone. We are here to help.

EMERGENCY NOTIFICATIONS & PROCEDURES

UNT uses a system called Eagle Alert to quickly notify you 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). The system sends voice messages (and text messages upon permission) to the phones of all currently enrolled students. Please make certain to update your phone numbers at <https://my.unt.edu/>.

Some helpful emergency preparedness actions include:

- 1) know the evacuation routes and severe weather shelter areas in the buildings where your classes are held,
- 2) determine how you will contact family and friends if phones are temporarily unavailable, and
- 3) identify where you will go if you need to evacuate the Denton area suddenly.

In the event of a university closure, please refer to CANVAS for contingency plans for covering course materials.

Fall 2019 Important Dates

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Deadline	Regular Academic Session	8W1	8W2
Any time before the first day of class a student may cancel their courses for the upcoming session by completing the Request to Cancel Classes form and submitting it to the Registrar's Office. See the link for complete instructions on Canceling Classes .			
Classes Begin	Aug 26	Aug 26	Oct 21
Labor Day (no classes; university closed)	Sept 2	Sept 2	Sept 2
Census	Sept 9	Sept 3	Oct 28
Beginning this date a student may drop a course with a grade of W by completing the Request to Drop Class form and submitting it to the Registrar's Office. See link for complete instructions Dropping a Class .	Sept 10	Sept 4	Oct 29
Last day for change in pass/no pass status	Oct 4	Sept 13	Nov 8
Mid-semester	Oct 18	Sept 20	Nov 15
Last day for a student to drop a course.	Nov 4	Sept 30	Nov 25
Beginning this date, a student who qualifies may request an Incomplete, with a grade of I.	Nov 11	Sept 30	Nov 25
Last day to withdraw (drop all classes). Grades of W are assigned.	Nov 22	Oct 11	Dec 6
Thanksgiving Break (no classes, university closed)	Nov 28 - Dec 1	Nov 28 - Dec 1	Nov 28 - Dec 1
Pre-Finals Days	Dec 4-5	N/A	N/A
Last Regular Class Meeting	Dec 5	Oct 17	Dec 12
Reading Day (no classes)	Dec 6	N/A	Dec 6
Final Exams	Dec 7 - Dec 13	Oct 18	Dec 13
End of term	Dec 13	Dec 13	Dec 13

Online course evaluations (SPOT) will be available for students to complete. Please take time to visit my.unt.edu and fill out the evaluation form – your feedback is appreciated!

You will get an additional 10 points if I receive 95% or better participation.

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KEY ACTIVITIES AND DATES

This schedule may be revised to accommodate class progress, more in-depth focus or discussion where warranted, or to take advantage of guest speakers if the opportunity arises. We will attempt to stay as close to this schedule as possible.

DATE	TOPIC
Thursday August 29	Course Overview – Syllabus Review In Class Assignment
Thursday September 5	SCM: An Overview - Chapter 1 pre-class quiz Global Dimensions of the Supply Chain - Chapter 2 pre-class quiz
Thursday September 12	Role of Logistics in the Supply Chain - Chapter 3 pre-class quiz Distribution and Omni-Channel Network Design - Chapter 4 pre-class quiz
Friday September 13	Resume DUE NO LATER THAN 5:00PM CST (email to instructor)
Thursday September 19	Sourcing Materials and Services - Chapter 5 pre-class quiz
Thursday September 26	Sourcing Materials and Services & Exam Review
Thursday October 3	Exam #1 – Chapters 1, 2, 3, 4, and 5
Thursday October 10	* Demand Management - Chapter 7 pre-class quiz
Thursday October 17	Order Management and Customer Service - Chapter 8 pre-class quiz
Thursday October 24	* Managing Inventory /Inventory Decision making - Chapter 9 pre-class quiz
Thursday October 31	Distribution - Chapter 10 pre-class quiz
Thursday November 7	Exam #2 – Chapters 7, 8, 9, and 10
Thursday November 14	Guest Speaker - TBD Transportation - Chapter 11 pre-class quiz Aligning Supply Chains - Chapter 12 pre-class quiz
Thursday November 21	HOLIDAY NO CLASS
Thursday November 28	Supply Chain Performance Measurement - Chapter 13 pre-class quiz Supply Chain Technology - Chapter 14 pre-class quiz
Thursday December 5	Strategic Challenges & Change for Supply Chains - Chapter 15 pre-class Final Exam Q & A
Monday December 12	Exam #3/Final Exam – Chapters 11, 12, 13, 14, 15 6:00 PM