

MGT 351.01 Supply Chain Management
MWF 9:30-10:20, BC 106
Fall 2007

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Required Text

- Purchasing and Supply Management: With 50 Supply Chain Cases. 13th ed., by Leenders, Johnson, Flynn & Fearon, Irwin, Homewood, IL, 2006, ISBN 0-07-287379-5.
- In addition, handouts may be distributed in class from time to time. You will be responsible for reading these materials as well as the textbook.

Course Description: An introduction to the organization and operations of purchasing functions, including case studies detailing actual business experiences. Special emphasis is given, but not strictly limited to newer concepts in materials management, e.g., industrial purchasing, supply chain management, and electronic purchasing.

Course Objectives

1. To expose the student to the broad principles of purchasing & supply chain management.
2. To allow the student to see how purchasing & supply chain management fits into the systems concept of business management.
3. To explain the importance of the purchasing & supply chain function to the successful operation of a business, regardless of the product or service involved.
4. Through the use of case studies, encourage the student to assimilate the course material and to use this knowledge in solving purchasing & supply chain problems.
5. Through a research paper, to demonstrate to the student the applicability of course materials to the problems found in the "real world."

Student Responsibilities

- To prepare assigned materials prior to class including: assigned reading, exercises, and homework problems.
- To attend classes and actively participate, excessive absences can be expected to lead to an unsatisfactory grade.
- To be aware of class schedule changes and key dates.

Attendance. The class begins at 9:30 am sharp. Students who enter the class late, or leave early (for any reason) tend to interrupt the lectures and the general train of thought for other students and the instructor. So please avoid doing so. If you must be late or leave early, do so in as unobtrusive a manner as possible (e.g., sit near the door, do not

ask the instructor to repeat information during class time, and DO NOT ask other students to ‘catch you up,’ etc). I will take the role randomly.

Electronic Device Policy: Turn off all cell phones, pagers, iPods, etc. at the beginning of class. Use of these devices during class time is disrespectful to the Instructor and fellow students.

Make-Up Work and Late Assignments: Excused absences excuse you, “the body,” not any work that is due. Failure to turn in assignments on time will result in a zero on the assignment. Similarly, an excused absence does not excuse you from obtaining handouts and assignments that you may have missed. **IT IS YOUR RESPONSIBILITY TO FIND OUT WHAT YOU MAY HAVE MISSED AND TO MAKE ARRANGEMENTS WITH THE INSTRUCTOR TO OBTAIN ANY HANDOUTS, ETC.**

- **Hint:** Homework will be collected at the beginning of class. I will not accept any homework assignments after I have collected the assignments from the class. If for some reason you cannot attend class to turn in your homework, any e-mailed homework must be received BEFORE 9:30 am on the due date.

Grades and Grading. The course grade will be determined by your performance on four examinations, case study, presentation, and homework. Excessive absences can be expected to lead to a failing grade.

The grading system used in this course is as follows:

	Points	Grade	Points
Exam 1	100	A	540-600
Exam 2	100	B	480-539
Exam 3	100	C	420-479
Exam 4	100	D	360-419
Homework	100	F	359 and below
Case Study	80		
Presentation	20		
Total	600		

Exams: The course will consist of four exams at 100 points each. The Instructor does not give make-up exams. Therefore, the final exam will be optional. Students may choose to take the cumulative final to replace a low exam score, or make up a missed exam.

Academic Integrity: Cheating will not be tolerated. Punishment for those caught cheating will be an “F” in the course. The person will also be subject to further sanctions as indicated in the student code of conduct.

- Some common determinants of cheating include open books or notes, writing on hands, desks, book covers, use of personal electronic devices, etc. Any possible dishonesty (e.g., talking during an exam, eyeball strain in the direction of another

student’s work, leaving the room during an exam, etc.) will result in the student taking a different exam under controlled conditions.

- **Hint:** THIS IS A HUGE ISSUE – The University has become very concerned about the amount of cheating that occurs & is actively pursuing dishonesty.

Other Important Information:

- **Drop Dates and Incompletes.** The last day to drop with a "W" is Oct 16. By that time you will have received at least one exam score. If you are not certain about your grades in the class prior to the drop date, please see the instructor. The student is responsible for dropping the course, not the instructor. Choosing to drop the course but failing to actually withdraw prior to the deadline will result in an "F" grade. The following describes university policy regarding incompletes: "Incompletes may be given only if a student has a passing grade at mid-semester (the last day to withdraw from a class) and is precluded from successful completion of the second half of the course by a documented illness, documented death, family crisis or other similar circumstances beyond the student's control."
- **Extra Credit/Bonus Points:** These points are not needed to do well in this class. They are being used to encourage specific behaviors, as motivation for those that wish to excel, and as “just in case” points. The nature of the points is such that they must be planned for. Earn them now, “just in case” you need them later. Bonus points cannot be made up. If you are not present when they are given (even when you are excused), you forfeit your chance at those bonus points. Bonus points are determined at the Instructor’s discretion. Spontaneous bonus point opportunities may be offered during the semester. Only those students present have a chance to earn them. **DO NOT COME TO ME AT THE END OF THE SEMESTER & ASK TO DO EXTRA CREDIT. TAKE ADVANTAGE OF THE OPPORTUNITIES AS THEY PRESENT THEMSELVES.**

STUDENTS WITH DISABILITIES: If you have (or believe you have) a disability & would benefit from classroom accommodation(s), please contact the Services for Students with Disabilities (SSD) Office located at Corbett Center, Room 244 [Phone: 646-6840]. Do not wait until you receive a failing grade. Retroactive accommodations cannot be considered.

Student Responsibilities	Faculty Responsibilities
<ol style="list-style-type: none"> 1. 1. Register with SSD & obtain accommodation documents early in the semester 2. 2. Deliver the completed accommodation and testing form(s) to the instructor(s) within the first 2 weeks of beginning of classes (or within 1 week of the date services are to commence); 3. 3. Retrieve the signed form(s) from faculty & return to SSD within 5 days of 	<ol style="list-style-type: none"> 1. 1. Sign the Accommodation Request & the Testing Accommodation forms (when presented), retain a copy, & return the original to the student within five 5 working days of receipt 2. 2. Contact SSD immediately if there are any questions or disputes regarding accommodation(s), disruptive behavior, etc.

<p>the receipt from faculty and at least 1 week before any scheduled exam</p> <p>4. 4. Contact the SSD Office if the services/accommodations requested are not being provided, not meeting your needs, or if additional accommodations are needed.</p>	<p>3. 3. Refer the student to SSD for any additional accommodations.</p> <p>4. 4. Accommodations: SSD Office, 646-6840 (Corbett Center, room 244); Michael Armendariz</p>
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Tentative Class Schedule				
Date			Subject	Note
August	22	W	Syllabus & Introduction	
	24	F	Chapter 1	
	27	M	Chapter 2	
	29	W	Chapter 18	Homework 1 assigned; due 9/5/07
	31	F	Chapter 3	
September	3	M	NO CLASS	LABOR DAY HOLIDAY
	5	W	Chapter 3 cont.	
	7	F	Chapter 4	
	10	M	Chapter 4 cont.	
	12	W	Case Study 1	
	14	F	Exam Review	
	17	M	EXAM 1	covers chapters 1-4, 18
	19	W	Chapter 5	
	21	F	Chapter 5 cont.	
	24	M	Chapter 6	Homework 2 assigned; due 10/1/07
	26	W	Chapter 6 cont.	
	28	F	Chapter 7	
October	1	M	Chapter 7 cont.	
	3	W	Chapter 8	
	5	F	Chapter 9	
	8	M	Case Study 2	
	10	W	Exam Review	
	12	F	EXAM 2	covers chapters 5-9
	15	M	Chapter 10	
	16	Tuesday	Last day to drop with a "W"	
	17	W	Chapter 10 cont.	
	19	F	Guest Speaker	
	22	M	Chapter 11	
	24	W	Chapter 12	Homework 3 assigned; due 10/31/07
	26	F	Chapter 13	
	29	M	Chapter 14	
	31	W	Chapter 15	
November	2	F	Case Study 3	
	5	M	NO CLASS	Work Day for Presentations

	7	W	Exam Review	
	9	F	EXAM 3	covers chapters 10-15
	12	M	Chapter 17	
	14	W	Chapter 19	
	16	F	Chapter 20	
	19	M	NO CLASS	Thanksgiving
	21	W	NO CLASS	Thanksgiving
	23	F	NO CLASS	Thanksgiving
	26	M	Case Study 4	
	28	W	Exam Review	
	30	F	EXAM 4	covers chapters 17-20
December	3	M	Presentations	
	5	W	Presentations	
	7	F	Presentations	
	10 to 14		Final Exam Week	optional final; time and date TBD

*Note: the schedule is subject to changes in response to progress & opportunities that may arise in a given semester. Therefore it is imperative for you to attend class & be aware of new developments in the course which may affect the due dates of homework or scheduling of tests.