UTD

Course Syllabus

Course Information

Course Number: OPRE 3320.001
Course Title: Supply Chain Management
Term: Fall 2016

Professor Contact Information

Professor: Ching-Chung Kuo
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Office Location: JSOM 13.217
Office Phone: (972) 883-5095
Office Hours: T, R, F 1:00 p.m. - 3:00 p.m.

About the Instructor

Ching-Chung Kuo is a Clinical Professor and the Director of the Undergraduate Supply Chain Management Program in the Operations Management Area of the Jindal School of Management at the University of Texas at Dallas. He received his Ph.D. in Industrial Engineering and Management Sciences from Northwestern University.

TA Contact Information

Teaching Assistant: Mazen Lababidi
Email Address: mxl144130@utdallas.edu
Office Location: JSOM 2.604
Office Phone: (214) 649-1060
Office Hours: M 3:00 - 5:00 p.m.

Course Pre-requisites, Co-requisites, and/or Other Restrictions

Pre-requisite: OPRE 3310 Operations Management

Course Description

"OPRE 3320 Supply Chain Management (3 semester credit hours) The course examines key players and challenges within a supply chain firm in terms of facility types, inventory and transportation options and the role of information in managing supply chains effectively and efficiently. Students will examine and learn the objectives of different players in supply chains, integration/coordination of the players, and the operations and tradeoffs in service supply chains (i.e., air/sea lines, healthcare, hotels and restaurants). Prerequisite: OPRE 3310 (3-0) S"

This course examines the major components of a supply chain and the key decisions that need to be made at the operations, planning, and design levels for efficient supply chain management. Topics to be covered include procurement/purchasing management, manufacturing/operations management, logistics/distribution management, demand forecasting, inventory control, transportation management, warehousing management, supply chain network design, supply chain coordination, and other important issues in supply chain management.

Student Learning Objectives/Outcomes

In this class, students are expected to:

1. Understand the major components of a supply chain and their respective functions;

2. Develop the skills of forecasting demands and controlling inventories in a supply chain;

3. Develop the skills of managing transportation and warehousing systems in a supply chain;

4. Learn how to achieve supply chain integration and coordination; and

5. Learn how to design efficient supply chain networks and measure their performance.

Required Textbooks and Materials

Textbook:

Bowersox, D. J., Closs, D. J., Cooper, M. B., & Bowersox, J. C. (2010). *Supply chain logistics management (4th ed.)*. New York, NY: McGraw-Hill. (ISBN-13: 978-0-07-802405-4)

Software:

The main computer software to be used in this course includes Microsoft Excel 2007 or higher (no trial versions) and one of its add-ins, Solver.

Assignments and Academic Calendar

08/25/16	Syllabus Review	
	Lecture 1: Introduction to Supply Chain Management (SCM)	Chapter 1
09/01/16	Lecture 2: SCM Operations - Procurement Management	Chapter 4
09/08/16	Lecture 3: SCM Operations - Manufacturing Management	Chapter 5
09/15/16	Lecture 4: SCM Operations - Logistics Management	Chapter 2
09/22/16	Lecture 5: SCM Planning - Demand Forecasting	Chapter 6
09/29/16	Lecture 5: SCM Planning - Demand Forecasting	Chapter 6
	Lecture 6: SCM Planning - Inventory Control	Chapter 7
	Research Project Progress Report 1	
10/06/18	Lecture 6: SCM Planning - Inventory Control	Chapter 7
10/13/16	**Examination I**	
10/20/16	Lecture 7: SCM Planning - Transportation Management	Chapter 8

| 10/27/16 | Lecture 7: SCM Planning - Transportation Management | Chapter 8 |
| | Lecture 8: SCM Planning - Warehousing Management | Chapter 9 |

Research Project Progress Report 2

11/03/16	Lecture 8: SCM Planning - Warehousing Management	Chapter 9
11/10/16	Lecture 9: SCM Design - Supply Chain Networks	Chapter 12
11/17/16	Lecture 10: SCM Design - Supply Chain Coordination	Supplement 1
	Lecture 11: SCM Design - Other Issues and Emerging Trends	Supplement 2
11/24/16	**Thanksgiving Day (no class)**	
12/01/16	**Project Presentations and Project Report Submissions**	
12/08/16	**Reading Day (no class)**	
12/15/16	**Examination II**	

Grading Policy

Grading Criteria:

Homework Assignments	20%	
Research Project	25%	(20% for report and 5% for presentation)
Examination I	25%	
Examination II	30%	

Grading Scale:

97 or above	A$^+$
90 - 96	A
87 - 89	B$^+$
80 - 86	B
77 - 79	C$^+$
70 - 76	C
67 - 69	D$^+$
60 - 66	D
Below 60	F

Course and Instructor Policies

Homework Assignments:

Four to six students will form a team in the first class meeting and they are collectively responsible for 11 homework assignments during the semester. However, only the best 10 scores will count towards the course grade. Each team has to submit a hard copy of the homework solutions at the beginning of the class on the due date of each assignment. No late submissions will be accepted.

All homework solutions must be typewritten in a regular font of your choice of size 10 - 12 points on 8 ½ x 11 white paper. Computer outputs should be properly pasted at the appropriate places. All charts plotted manually should be prepared with a ruler on graph paper and they should be attached at the end. Moreover, the course number, the course title, the homework number, the team number, and the names of the team members must be clearly indicated on the cover page. Finally, no collaborations with other teams are allowed. Points will be deducted for any deviations from these guidelines.

A student's grade on homework will be subject to peer evaluations at the end of the semester. Suppose, for example, that your team's average score on the assignments submitted is 95% and you receive an average evaluation of 96% from your teammates and yourself. Then your overall score for the homework assignments will be 96% x 96% = 91.2%. Please refer to Page 8 for a sample completed peer evaluation form.

In case a member does not perform to the team's expectation in homework assignments by constantly missing group meetings, failing to provide requested information in a timely fashion, contributing work that is poorly done, or exhibiting other unprofessional behaviors, the other members may decide to drop him/her from the group. However, in the interest of fairness, the five-step procedure outlined below must be closely followed:

(1) There needs to be a unanimous agreement among all other team members that the student's performance is unsatisfactory.

(2) The concern must be conveyed to the person in writing and discussed with him/her in person. The written notice must be signed and dated by the rest of the group.

(3) A copy of the above-mentioned notice has to be submitted to the instructor at the same time.

(4) The student has two weeks of class time to improve his/her performance.

(5) If no unsatisfactory improvement is made over the two-week period, then a final written notice of dropping the person as a member of the team will be signed and dated by the other members and given to him/her. In the meanwhile, a copy of the document must be forwarded to the instructor.

If a student is dropped from a team and not accepted by another, then he/she must complete the remaining assignments on an individual basis or loses the homework points. Notice that no team members can be dropped after Examination I.

Examinations:

There will be two noncumulative, closed-book, and closed-notes examinations given in class during the semester. The types of questions to be asked in the test include, but are not limited to, multiple-choice, fill-in-the-blank, short-answer, analysis of computer input/output, and computational.

No make-up examination will be given unless prior arrangements have been made with the instructor or there is documented evidence of an extreme circumstance causing the delay or absence (e.g., verifiable medical or family emergencies) and it is provided to the instructor at the earliest possible. Only pens, pencils, erasers, rulers, and calculators are allowed during the examination. No sharing of those items between students is permitted, nor is the use of any cell phone or laptop.

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Research Project

Each of the homework teams is also required to carry out a supply chain management (SCM) research project, submit a report, and make a presentation. In order for such a major undertaking to be successful, each team needs to select an organization (either a service company or a manufacturing concern or a government agency or a nonprofit institution), make initial contacts, visit the facility, and discuss with one or more of the managers there to understand the SCM practices. Relevant information gathered should be carefully analyzed and synthesized to gain insights into the company's SCM system so that meaningful suggestions for improvement can be made.

The project report may be prepared with the aid of the textbook, class notes, and other course materials. Use of personal experience, the Internet, and information from other sources should prove helpful and is encouraged. The issues addressed in the report should be comprehensive and consist of the following:

(1) Description of the organization. This includes the name, location, and brief history of the firm, the type of industry it is in, the organizational structure, the variety of products made or services provided, the volume of each product or service, the transformation process(es) employed, the types of equipment used, the facility layout, the production or service strategy adopted, and the labor requirements (for example, skilled and unskilled workforces). Moreover, any SCM-related strategy that is being implemented should be reported as well.

(2) Description of the SCM function. This includes the size, structure, organizational position, and objectives of the SCM department, the variety of goods, parts, and components (or services) bought, the purchase volumes, the number and types of suppliers used, and the information technologies employed.

(3) Description of the SCM improvement tools, processes, and programs that are currently in place. Any forms, tables, or graphs used in the SCM system should be documented.

(4) Analysis and discussion of the existing practices. This includes a critical review of the SCM improvement process in light of all the information collected, identification of its strengths as well as weaknesses, description of concerns raised by the individual(s) interviewed, and initiatives being taken within the organization to address the problems encountered.

(5) A day in the life of the interviewee. This includes the SCM professional's name, job title, contact information (such as postal mail address, e-mail address, and work phone number), age group, salary range, educational background, and previous business experiences. In addition, it is necessary to give a detailed account of his/her current work responsibilities, allocation of time among various activities, interaction with colleagues in other functional areas, notable professional accomplishments, career developments (such as memberships in professional societies and participation in conferences/seminars/workshops), future goals, and so on.

(6) Conclusion and recommendations. This includes a succinct summary of the project undertaken, major findings of the study, specific recommendations for SCM improvement, and challenges facing the SCM department of the company.

Each team has to submit two typewritten progress reports on the respective due dates during the course of the semester. The required format of the submission is shown on Page 9. At the end of semester, each team must turn in three copies of the research project report in essay form, typewritten, double-spaced, with one-inch margins at the top, bottom, left, and right, and no more than 25 pages of text in a regular font of your choice of size 10 - 12 points. A maximum of 15 pages of attachments may be included for clarification purposes. Strict adherence to the guidelines in the *APA Style Manual* is required in preparing the report, so be sure to consult the following book, which is available in the Eugene McDermott Library:

American Psychological Association (2010). *Publication manual of the American Psychological Association* (6th ed.) Washington, DC: American Psychological Association.

Particular attention will be paid to the following areas when a research project report is evaluated: content of materials, organization of paper, improvement recommendations made, clarity of presentation, writing style and format, visual illustrations, as well as typographical and grammatical errors if any. The grade will be determined as follows:

Description of organization	20%
Description of SCM function	20%
Description of SCM initiatives and programs	20%
Analysis and discussion of SCM system	20%
A day in the life of interviewee	10%
Conclusion and recommendations	10%

During the last class meeting prior to the week of final examinations, each team must present its completed research project to the rest of the class. The presentation should be professional in nature with respect to appearance and style. Moreover, it should last about 25 but no more than 30 minutes.

The presentation will be evaluated based on thoroughness of materials covered, relevance of recommendations, clarity of delivery, professionalism (such as dress and visual aids), and overall organization. Please note that each student's grade on the research project will be subject to peer evaluations. Suppose, for instance, that you receive a grade of 90% for the report and the presentation combined and get an average group assessment of 95%. Your overall project grade will then be 90% x 95% = 85.5%. See Page 10 for a sample completed evaluation form.

Course-related Materials:

Lecture notes, readings, homework assignments, as well as other relevant information will be posted online for download to help students learn throughout the semester. However, the PowerPoint slides used by the instructor in class will not be made available.

Course Website:

It is the student's responsibility to log into the eLearning course website on a regular basis to keep abreast of the latest developments in the class.

Class Attendance:

Attending class regularly is extremely important and strongly recommended. Whether present or not, each student will be held responsible for any material discussed or announcement made in class. The information will not be repeated by the instructor or the TA during the office hours.

Acceptable Student Behaviors:

Student exhibiting behaviors that interfere with the instructor's ability to conduct the class or other students' opportunity to learn are unacceptable and will not be tolerated. They will be directed to leave the classroom and the instructor may refer them to the Dean of Students Office for consideration of violation of the student code of conduct. Texting or using a cell phone is prohibited during the lecture, so are taking unauthorized pictures and video/audio recording of the lectures without the explicit permission of the instructor.

Extra Credit:

No additional work for extra credit is possible in this class.

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Comet Creed

As a Comet, I pledge honesty, integrity, and service in all that I do

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UT Dallas Syllabus Policies and Procedures

The information contained in the following link constitutes the University's policies and procedures segment of the syllabus: http://go.utdallas.edu/syllabus-policies.

The descriptions and timelines contained in this syllabus are subject to change at the discretion of the professor.

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Appendix 1

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OPRE 3320.001 Supply Chain Management
Peer Evaluation Form for <u>Group Homework</u>

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Instructions: The information submitted is final and cannot be changed. So please rate each of your fellow team members with respect to the criteria listed in the table below. Be honest, reasonable, and fair.

Group number: 6

	Amy Becker	Chris Drake	Eileen Flay	Gene Hanks	Yourself
Meeting attendance (15%)	13%	15%	15%	14%	15%
Punctuality of work (15%)	13%	15%	14%	15%	13%
Fair share of work (30%)	28%	30%	26%	27%	29%
Quality of work (40%)	34%	40%	40%	35%	36%
Total (100%)	88%	100%	95%	91%	93%

Name: _____   Signature: _____

Date: _____

Comments: _____

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Appendix 2

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OPRE 3320.001 Supply Chain Management
Research Project Progress Report 1 (or 2)

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Group number:

Group members:

Company:

Contact person (including name, job title, postal mail address, e-mail address, and work phone number):

Activities to date (no more than one page in length):

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Appendix 3

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**OPRE 3320.001 Supply Chain Management
Peer Evaluation Form for <u>Group Project</u>**

Instructions: The information submitted is final and cannot be changed. So please rate each of your fellow team members with respect to the criteria listed in the table below. Be honest, reasonable, and fair.

Group number: 6

	Amy Becker	Chris Drake	Eileen Flay	Gene Hanks	Yourself
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Fair share of work (30%)	28%	30%	26%	27%	29%
Quality of work (40%)	34%	40%	40%	35%	36%
Total (100%)	88%	100%	95%	91%	93%

Name: _____   Signature: _____

Date: _____

Comments: _____

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Appendix 4

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OPRE 3320.001 Supply Chain Management
Student Background Survey

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Name (please print it clearly in <u>upper case</u>):

(First)   **(Last)**

Current employer (if applicable):

Current position (if applicable):

Work or home phone number (whichever is more convenient):

Principal e-mail address (please print it clearly in <u>upper case</u>):

Current major(s) at UTD:

Other undergraduate study or work experience (major/job title, university/college/company, country) (if any):

Secret code (any combination of up to six letters and/or numbers for posting grades online):