

IET 2449 – Summer 2014 Logistics and Supply Chain Management
Mondays 10:00AM – 12:15PM
Room M133

Instructor: Dr. Gregory L. Wiles

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Office hours on-campus: Anytime during the day 7:30am-5:00pm. For those online, email, phone, or Blackboard Collaborate.

How to Contact the Instructor: The best way to reach me between class periods is by the D2L email. My phone is notified. I will reply as quickly as possible to questions sent over e-mail. If you would like to meet with me on campus, it is best to email me for an appointment to be sure I am available to help you.

Email Response Time: I commit to answering all emails within 24 hours, unless I let you know in advance of travel prohibiting me from doing so (or if I have an emergency). If for some reason you do not hear from me within 24 hours, please verify the e-mail address and re-send the e-mail. Do realize that if you procrastinate or if you are unable to find the time to work on an assessment until just before the assignment is due then I am not responsible for answering your last minute questions just before the submission deadline.

COURSE DESCRIPTION: An analysis of decision making in the current logistics environment and the tools needed for finding solutions to problems relating to purchasing, inventory, transportation, and warehouse management.

COURSE LEARNING OUTCOMES:

By the end of this course, students will be able to:

- Understand the strategic importance of logistics in the supply chain.
- Describe the tradeoffs between various logistics choices and their impact on the supply chain.
- Identify how tools such as information, inventory management, transportation, and pricing can be used in the design, planning, and operations phases of supply chain management to improve performance.
- Apply several key analytic methodologies to logistics analysis and interpret the results.
- Communicate effectively about current industrial trends in logistics.

Class Schedule/Attendance: This course will meet every Mondays on campus and on-line. As this is a hybrid course, significant asynchronous outside work will be required to replace what would typically be the Wednesday class period. *If you are signed up for the 850 section, you must attend primarily the on-campus meeting.* Request permission via e-mail if you need to attend the on-line version. (Students in the on-line section have paid extra to be able to take the course on-line.) On-line students are welcome to attend either section. Attendance is **STRONGLY RECOMMENDED** for this course. Students who miss class for any reason are **NOT** exempt from the material covered during the class period(s) the student misses, but the instructor will make every effort to archive the live class.

AN IMPORTANT NOTE ABOUT ON-LINE/HYBRID CLASSES: Students who do well in online courses **KEEP UP** with the material. It is **IMPERATIVE** that you remain organized and complete work on time.

GRADING:

GRADING COMPONENTS:

- 50% Exams (2 midterms, one for the first half material and one for the second half material)
- 30% Discussion component (approximately 12 total, lowest one dropped)
- 10% Homework quizzes (3 total)
- 10% Site Tour Completion and Write-up

GRADING SCALE: Final grades are based on the following scale:

A = 90%-100%

B = 80%-89%

C = 70%-79%

D = 60%-69%

F = 0%-59%

GRADING FEEDBACK: I will strive to grade submissions in a timely manner. Everything will be graded within a week of submission, if not sooner. Your first discussion postings I will grade within 48 hours of their due date, so that you have quick feedback to inform your second postings the following week. With subsequent discussion postings, I will grade them shortly after the responses are posted. For example, I will grade D2 and the responses to D2 no later than a week after the responses are due. If you have any questions on my feedback/grading, please contact me.

EXAMS: The exams will consist of short answers, short essays, and exercises testing your ability to apply and integrate the course concepts. The midterm exam covers material up to the midterm. Exam 2 is not comprehensive and includes all material covered after the midterm exam. Both will be administered according to the course schedule. All exams are administered online via D2L and may be taken remotely or on campus. There will be no make-up exams permitted. ***The exams will be timed.*** Students will have one attempt to take the exams. Students will have 75 minutes complete the exam once it is opened. **You cannot re-open an exam, once it is closed.** It is highly recommended that students study for this exam as they would a typical paper exam. Though the exams are open book and open notes, you will NOT have adequate time to read chapters, look for answers in the textbook and provide a well-thought out answer. Once the time limit is over, you cannot submit any late answers so be sure to save as you go.

DISCUSSION ASSIGNMENTS: Actively participating in class is very important in getting the full benefit of this course. One way to do so is through the discussion boards in D2L. In the first half of the course, we will discuss current topics in logistics as a class through 5 2-part discussion “modules. Each discussion module includes two cases or readings along with questions or topics for class discussion. If your last name starts with the letters A-L, you will respond to the questions posted for the first article in the initial week of the discussion assignment and if your last name starts with M-Z you will respond to the second article. Then, the following week, you will respond to **two** classmates’ postings on the **other** article. To clarify, you will not answer the original questions posted that half of your classmates have already answered but rather you will reply to (add to, disagree with, question...) the posts of two of your classmates. Students should post an **original response** to the module topics or questions, reflecting a thoughtful reading of the material on which the discussion forum is based. **Be respectful in your responses.** While positive criticism is part of the discussion process, criticism of individuals is discouraged and personal attacks will not be tolerated. Be careful of using humor, as it is sometimes misconstrued. **Cite any sources you use,** besides the course textbook/notes.

Grading of the discussion postings:

1. The due dates for the initial and the response posts are in the course schedule and are firm. ***Late discussions will receive a grade of zero.***
2. You will receive a grade (0-10) on both your initial post and on the two responses for a total of 10 grades on the current topic discussions. Similar grading will be applied to the other discussions throughout the semester (Introduction, muddiest point, etc.) At the end of the semester the single lowest discussion grade will be ‘dropped’.
3. Your discussion participation will be graded for quality based on: demonstration of understanding of the related course material, critical thinking skills, contribution to the overall discussion and learning experience of the class, grammar, and thought clarity. You need to integrate the course concepts and convince me that you understand what they mean. Quality, substantive posts do not merely paraphrase the textbook or echo a simple agreement with an earlier post of another student.
The following are some questions that you can ask when writing your original posts and your response posts:
 - Does your post indicate knowledge of the topic; are you applying course information appropriately?
 - Is there a dialogue in the discussion, rather than a number of separate unrelated posts? If it is the first week post, did you leave opening for discussion in your response? If it is the response post, does your post respond well to the discussion posts that are already there?
 - (Possibly) Did you challenge another person’s comment and support your challenge?
 - Is your discussion post clear and well written?
 - Is your discussion post professional, both in tone and syntax?

HOMEWORK QUIZZES: There will be three short quizzes on the quantitative aspects of the course. The intent is to give you quick feedback on the part of the course students have been doing the worst (on the exams) on in the last few semesters, as well as provide incentive to practice! They will also be graded out of 10 points.

SITE TOUR: We will have the opportunity to tour XPO LastMile, a logistics company located about 10 minutes north of campus. Date and time are in the schedule and additional information is in the learning module for that week in D2L. Following the tour, a brief write-up will be due, summarizing your experience. For students who are taking this course online and cannot attend the tour due to location or for students who have other unavoidable conflicts, this assignment must be completed on your own. You will need to arrange a site tour or other alternative assignment and have it approved by the professor before proceeding. It must be done on or BEFORE the date of the XPO LastMile site tour. Tours done AFTER the site tour will not receive credit.

ACADEMIC HONESTY/PLAGIARISM: Compromising your personal integrity through academic misconduct involves representing work as your own when it is not. That includes representing work from a teammate as your own when individual assignments are required or when initial team collaboration is used as an individual submission, rather than a team effort.

One type of academic misconduct, cheating on examinations, involves giving or receiving unauthorized help before, during, or after an examination. Examples of unauthorized help include the use web sites, electronic documents or notes, computer programs, or sharing information with another student during an examination.

Another type of academic misconduct is plagiarism, in which you take personal credit for someone else's words. All quotations – including those from our textbook - must be enclosed in quotation marks, with a proper reference to the source (author, date, page number). Paraphrasing material or referring to ideas from an outside source must also be duly credited (author, date). Copying text from the book (or other sources) to answer exam questions does not use your critical thinking skills and will not earn a good grade.

If you are unclear in any way of what is meant by academic misconduct, then you must contact me prior to the exam or assignment. I will be happy to clarify any misconceptions you may have regarding plagiarism and this may prevent you from receiving a “0” on your exam or assignment.

SPSU has an Honor Code and a new procedure relating to when academic misconduct is alleged. All students should be aware of them. Information about the Honor Code and the misconduct procedure may be found at <http://spsu.edu/honorcode/>.

Late Assignment Policy: The instructor does NOT accept late assignments, quizzes, or exams. Assignments are due as detailed in the course schedule.

Disability Statement: From the SPSU Catalog: “A student at Southern Polytechnic State University who has a disabling condition and needs academic accommodation has a responsibility to voluntarily identify him/herself as having a disability by scheduling an appointment with the Disability Services Coordinator as soon as possible.”