

**SYLLABUS FOR TMGT 4341
PURCHASING AND SUPPLY MANAGEMENT
FALL 2015**

INSTRUCTOR:	Dr. Xiao Li
DAYS/TIME, LOCATION:	Online
INSTRUCTOR OFFICE HOURS:	As needed, Office J216
PHONE:	979-230-3281 (ofc.) or 248-884-9426 (cell)
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COURSE DESCRIPTION

This course examines the responsibilities related to managing the flow of materials and services into organizations. Typical purchasing activities of global sourcing, bidding, contract administration and materials management are included in the course. Particular focus is given to the strategic issues of managing the supply function and the creative purchasing activities of developing buying strategy, supply research, economic analysis, value analysis, supplier certification and evaluation, and information systems analysis. (3 SCH, 3 lecture, 0 lab) CIP 52.0202.0036

Prerequisite: Senior standing and TMGT 3307.

This section will be delivered completely online, requiring the student to spend substantial time online (via D2L) participating in discussions and team projects, submitting assignments, and completing assessments.

TEXTBOOK OR COURSE MATERIAL INFORMATION

Arnold, Chapman, & Clive. Introduction to Materials Management 7th edition. Pearson Prentice Hall (2012)

Contact the Brazosport College Bookstore with a credit card for course materials. Phone: 979.230.3651. Fax: 979.230.3653. Email: bookstore@brazosport.edu. Website: <http://www.brazosport.edu/bookstore>

COURSE LEARNING OBJECTIVES

Upon successful completion of this course, the student will be able to:

- Understand the roles and interrelationship of the three elements to a material flow system: supply, manufacturing planning and control, and physical distribution.
- Identifying the advantages and disadvantages of the three basic strategies used to develop a production plan.
- Know the major functions of master production scheduling (MPS).
- Appreciate the role of Material Requirements Planning (MRP) in maintaining the MPS.
- Understand the role of capacity management and production and production activity control at all levels of the planning process.
- Identify key factors in effective purchasing.
- Recognize that forecasting is an essential precursor to planning and have a technical grasp on basic forecasting technique.
- Identify key factors in managing inventory at the aggregate and item level, with particular emphasis on recognizing the tradeoffs involved with carrying inventory.
- Compute Economic Order Quantity (EOQ) for inventory ordering, given relevant data.

Use Independent Demand Ordering computations to determine when to place an inventory replacement order.

Understand the interrelationship of the physical management of inventory and warehousing.

Identify key factors in physical distribution, i.e., the movement and storage of finished goods from the end of production to the customer.

Understand the impact of supply chain management on the success and profitability of the modern organization.

Understand the influence of integrated supply chain management on major functional activities of the organization.

Identify the major challenges faced in implementing an integrated supply chain management strategy and approaches for meeting these challenges.

STUDENT LEARNING OUTCOMES

Students will:

- apply course concepts by individually completing weekly assigned problems. All assignments are to be submitted in D2L by the due date noted in the *Course Schedule* below. **Unless prior arrangement is made with the instructor, late homework will not be accepted.**
- apply course concepts and demonstrate written communication skills by responding online to weekly discussion questions and replying actively and substantively to other students postings. Only postings made during the assignment week will be accepted for grading. In online discussions students will be required to paraphrase and quote relevant course material, use technical vocabulary accurately, and express conclusions supported by appropriate factual data.
- demonstrate written, oral, and interpersonal communication skills and apply key course concepts by responding to case analysis.
- demonstrate written and oral communication skills and apply key course concepts by preparing and presenting an analysis of the materials management process at the student's *Term Project Paper*
- demonstrate their knowledge of course concepts by performing successfully on midterm and final exams. These exams may only be taken on a make-up basis if arranged with the instructor prior to the date scheduled in the *Course Schedule* below.

STUDENTS WITH DISABILITIES

Brazosport College is committed to providing equal education opportunities to every student. Brazosport College offers services for individuals with special needs and capabilities including counseling, tutoring, equipment, and software to assist students with special needs. Please contact the Special Populations Counselor, 979.230.3236, for further information.

ACADEMIC HONESTY

Brazosport College assumes that students eligible to perform on the college level are familiar with the ordinary rules governing proper conduct including academic honesty. The principle of academic honesty is that all work presented by you is yours alone. Academic dishonesty including, but not limited to, cheating, plagiarism, and collusion shall be treated appropriately. Please refer to the Brazosport College Student Guide for more information. This is available online at <http://www.brazosport.edu>. Click on the CATALOGS AND SCHEDULES link under STUDENTS.

Academic dishonesty violates both the policies of this course and the Student Code of Conduct. In this class, any occurrence of academic dishonesty will be referred to the Dean of Student Services for prompt adjudication, and will, at a minimum, result in _____F_____ in this course. Sanctions may be imposed beyond your grade in this course by the Dean of Student Services.

COURSE REQUIREMENTS AND GRADING POLICY

Grading Scale: 90-100% = A, 80-89 = B, 70-79% = C, 60-69% = D, Below 60% = F. (Please note that a grade of D will not be accepted in the B.A.T. program)

<u>Coursework</u>	<u>Points</u>	<u>Percentage</u>
Weekly Assignments	240	40%
Case Analyses	20	4%
Midterm Exam	120	24%
Final Exam	120	24%
<i>Total</i>	500	100%

MAKE-UP POLICY

No make-up for Quizzes, Mid-term and final exam

STUDENT RESPONSIBILITIES

Students are expected to fully participate in this course. The following criteria are intended to assist you in being successful in this course:

- understand the syllabus requirements
- use appropriate time management skills
- communicate with the instructor
- complete course work on time, and utilize online components (such as Desire2Learn) as required.

TMGT 4341 CLASS SCHEDULE

<u>Dates</u>	<u>Readings/Topic</u>	<u>Assignments</u>
Week 1 (8/24-8/30)	Ch 1: Introduction to Material Management	<ul style="list-style-type: none"> Problems 1.1; and 1.4 - 20 points Due Date: 9/6 (Strongly recommend to finish it by 8/30)
Week 2 (8/31-9/6)	Ch 2: Production Planning System	<ul style="list-style-type: none"> Problems 2.2; 2.4; 2.6; 2.8 and 2.12 - 20 points Due Date: 9/6

Week 3 (9/7-9/13)	Ch 3: Master Scheduling	<ul style="list-style-type: none"> Problems 3.2; 3.4; 3.8; 3.10 - 20 points Due Date: 9/13
Week 4 (9/14-9/20)	Ch 4: Material Requirements Planning	<ul style="list-style-type: none"> Problems 4.2; 4.4; 4.8 - 20 points Due Date: 9/20
Week 5 (9/21-9/27)	Ch 5: Capacity Management	<ul style="list-style-type: none"> Problems 5.1; 5.2; 5.4; 5.13 - 20 points Due Date: 9/27
Week 6 (9/28-10/4)	Ch 6: Production Activity Control	<ul style="list-style-type: none"> Problems 6.2; 6.4; 6.6; 6.10 - 20 points Due Date: 10/4
Week 7 (10/5-10/11)	Midterm Exam - 120 Points	Mid-term Exam: Ch1 through Ch6 Due Date: 10/11 by 11:59 PM
Week 8 (10/12-10/18)	Ch 7: Purchasing	<ul style="list-style-type: none"> On page 165: Questions 1, 2, 4, 8, 12, 16. –20 points <i>Case Analysis: Let's Party</i> on page 166 Exercise 1 - 20 points Due Date: 10/18
Week 9 (10/19-10/25)	Ch 8: Forecasting	<ul style="list-style-type: none"> Problems 8.2; 8.6; 8.8; 8.9 - 20 points Due Date: 10/25
Week 10 (10/26-11/1)	Ch 9: Inventory Fundamentals	<ul style="list-style-type: none"> Problems 9.2; 9.4; and 9.8 - 20 points Due Date: 11/1
Week 11 (11/2-11/8)	Ch 10: Order Quantities	<ul style="list-style-type: none"> Problems 10.1; 10.2; 10.4 - 20 points Due Date: 11/8
Week 12 (11/9-11/15)	Ch 11: Independent Demand Ordering Systems;	<ul style="list-style-type: none"> On page 255: Questions 1, 2, 3, 4,5, 8,11, 19 - 20 points Due Date: 11/15
Week 13 (11/16-11/22)	Ch 12: Physical Inventory and Warehouse Management	<ul style="list-style-type: none"> On Page 275: Questions 1, 3, 6, 8, 9, 15, 20 –20 Points Due Date: 11/22

Week 14 (11/23-11/29)	Thanksgiving Holiday	No Assignments
Week 15 (11/30-12/6)	Final Exam Preparation	Final Exam Preparation
Week 16 (Final Exam)	Final Exam 120 Points	Final Exam: Ch 7 through Ch12 Due Date: 12/8 by 11:59 pm

OTHER STUDENT SERVICES INFORMATION

Information about the Library is available at <http://www.brazosport.edu/library> or by calling 979.230.3310.

For assistance with online courses, an open computer lab, online and make-up testing, audio/visual services, and study skills, visit Learning Services next to the Library, call 979.230.3253, or visit <http://www.brazosport.edu/learningservices>.

For drop-in math tutoring, the writing center, supplemental instruction and other tutoring including e-tutoring, visit the Student Success Center, call 979.230.3527, or visit <http://www.brazosport.edu/studentsuccesscenter>.

To contact the *Social Sciences and Business* Department call **(979.230.3222)**.

The Student Services provides assistance in the following:

Counseling and Advising	979.230.3040
Financial Aid	979.230.3294
Student Life	979.230.3355

To reach the Information Technology Department for computer, email, or other technical assistance call the Helpdesk at 979.230.3266.