

## MGT 3300-01 – Operations Management

Spring 2022 | MGT 3300-01 | 4 Credit(s) | MWF 08:00-09:05AM | 02/02/2022 - 05/18/2022 | CC-111

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### Office Hours:

Monday & Friday 10:30 am – 11:30 am

Wednesday 10:30 am – 11:30 am

By Appointment

### Communication

Students may post all course-related questions in the General Q&A Discussion forum so that the whole class may benefit from the conversation. Please email or text matters of a personal nature. I will respond within 24-48 hours.

### Texts

Wisner **Introduction to Operations Management** 2<sup>nd</sup> Edition (Cognella)

### Schoology

This course will use an online portal where students will interact with their classmates and instructor. In the course Schoology site, students will access learning materials such as the syllabus, class discussions, assignments, discussion, and exams.

### Minimum Technology Requirements

#### Computer Requirements:

- Operating System: Windows 7+ or Mac OS X 10.6+
- Computer Processor: 2+ GHz Dual Core or Intel
- Computer Memory: 512 MB
- Available Disk Space: 500 MB

#### Software Requirements:

- Microsoft Office
- #### Recommended Browsers:
- Google Chrome
  - Mozilla Firefox

#### Browsers Plugins:

- Adobe Reader X
- Adobe Flash Player 10+

### Course Methods & Student Learning Outcomes

#### Course Description

A survey of major management systems and quantitative techniques used in manufacturing and service operations. Subject matter will address operations strategy, product/process design, quality management, inventory management (including MRP and JIT), project management, and other related topics. Prerequisites: Principles of Management (MGT3120) and Statistics (BUS/ECN 2340, MTH 3050 or MGT 3100).

## Learning Objectives

1. Understand the new product development process.
2. Utilize quantitative models and appropriate technology to solve
3. Production/Operations problems.
4. Understand Production/Operations Management concepts including:
  - a. Statistical Quality Control
  - b. Economic Order Quantity & Reorder Point
  - c. Materials Requirements Planning
  - d. Just-In-Time
5. Demonstrate above understanding through oral and written communication.
6. This course fulfills the core [Carthage College Institutional Learning Outcomes \(ILO\)](#) requirement of complex, creative, and critical thinking.
  - a. Students will be able to access and analyze primary and secondary sources.
  - b. Students will be able to reach independent conclusions based on data and independent reasoning.
  - c. Students will be able to use quantitative information and reasoning effectively.
  - d. Students will be able to consider issues and problems from more than one point of view or disciplinary perspective.
  - e. Students will be able to creatively solve problems by combining knowledge, ideas, and expertise in original ways.

## Student Expectations

1. Each student is expected to read thoroughly, reflect upon and assimilate all of the readings.
2. Each student is expected to complete the assigned homework.
3. Each student is expected to attend and participate in class
4. Student will treat one another respectfully especially during discussions with disagreeing points of view.

## Course Methods

The learning format for this course will include a variety of instructional methods. The class will be dependent upon the full participation of the students. Each student is expected to share experiences or ideas that will enrich the class. Assigned readings should be read before the class session meets, and students should be prepared to discuss and apply the readings during class. Students will be expected to apply what they learn to the class discussion and all assignments. Naturally, students come to this class with varying degrees of experience and skills, creating different levels of ease and ability. The instructor will prepare the students for the assignments through discussion and assigned readings.

## Attendance

Students are expected to be class however life happens. The best things to do is to communicate directly with me if you need or happen to miss. You can call, text, email, or stop at LH 215 to let me know what it going in. Any missed classes/work are your responsibility.

## Statement Regarding Students with Disabilities

Accommodations for students with disabilities are determined and approved by [Learning Accessibility Services \(LAS\) at Carthage College](#). If a student believes they are eligible for accommodations but have not obtained approval please contact the LAS. The LAS notifies students and faculty members of approved academic accommodations and coordinates implementation of those accommodations. While not required, students and faculty members are encouraged to discuss details of the implementation of individual accommodations.

### Student Evaluation of Teaching

Course evaluation results are extremely important and are used to help me improve this course and the learning experience of future students. Course evaluation results are not made available to instructors until after grades are posted.

### Evaluation of Student Performance: How will grades be calculated

The course grade will be made up of Homework, Unit Tests, Course Final, and Participation.

- **Chapter Activities:**
  - There will be 15 activities throughout the course and details will be given in class. (20 points each for a total of 300 points)
- **Chapter Quizzes:**
  - There will be 13 chapter quizzes assigned during class, which are to be taken outside of class on Schoology and will be open book. (13 quizzes at 20 points each for a total of 260 points)
- **Course Mid-Term:**
  - There will be one comprehensive course mid-term worth 200 points
- **Course Final:**
  - There will be one comprehensive course final worth 200 points
- **Attendance/Participation:** 300 Totals Points

Grading will be based on the following scale:

A = 93-100%   A- = 90-92%   B+ = 87-89%   B = 83-86%   B- = 80-82%   C+ = 77-79%  
C = 73-76%   C- = 70-72%   D+ = 67-69%   D = 63-66%   D- = 60-62%   F = below 60%

### Course Policies

#### Discussion Participation

Class discussion is an important aspect of the course and students are expected to participate in the discussions that will be based on the material for that week.

#### Makeup Tests

Makeup tests will be given only for missed tests excused in advance by the instructor. Excused absences will generally not be given after the absence has occurred, except under very unusual circumstances.

#### Online Test Time Limits

Online Tests in this class are timed; typically, 1 hour (60 minutes)

#### Incompletes

Incomplete (I) grades will be granted only in emergency cases (usually only for a death in the family, major illness or injury, or birth of a child), and if a student has turned in 90 % of the points possible (in other words, usually everything but the final paper or final exam). If a student is having difficulties that might prevent them from completing the course, please inform the instructor immediately.

## Health & Counseling

The Health and Counseling Center (HCC) supports students by addressing physical, mental, and emotional well-being. All services are free and confidential and are available to currently enrolled, full-time undergraduate students. Health services include the assessment and treatment of minor illness and injury. Diagnostic testing, complimentary over-the-counter medications, and referrals to off-campus providers are all available. Our licensed counselors help students with challenges that can be resolved with short-term, solution-focused counseling. Some topics discussed during counseling include depression and anxiety, traumatic experiences, gender and sexuality, relationship concerns, stress management, and academic challenges. More details - including info about appointments - can be found at [carthage.edu/health-counseling](http://carthage.edu/health-counseling).

Uwill is a free teletherapy platform for Carthage students. Uwill connects students with licensed therapists from all 50 states. Support is available in a variety of formats -- video, chat, messaging, or phone. Counselors are available nights, weekends, and during holidays. Access is quick and easy: [app.uwill.com](http://app.uwill.com).

Suggested email signature: Students receive free, immediate access to teletherapy through Uwill. It's private, secure & confidential. Click [here](#) to get started.

### HCC Hours and Location

TARC 2240 / 262-551-5710

M-F 8:30-4:00

Health Services (in-person): Call to schedule a same-day appointment; walk-ins accepted

Counseling Services (in-person): Call to schedule an appointment; walk-ins accepted M-F 11:30-1:00

\*Services, hours, and walk-in availability are subject to change

### Additional Info

--Nurse Practitioner: Wednesdays 2pm-4pm (appointment required; NP services are provided by a third party and billed to student's insurance)

--HCC is a Title IX confidential resource for students.

--We provide consultation for faculty and staff. If you need to talk to a provider, call our office at 262-551-5710.

--COVID-19 Testing is available for students with signs or symptoms of illness. Please call to be screened and to schedule a testing time.

--Carthage's vaccine requirement and associated testing is not administered by HCC. Visit the [COVID-19 Update Page](#) for more information.