

MGT 501- Operations and Organizations
Texas A&M University-Commerce
Spring 2016
W 4:00 pm-6:10pm (61E) 22970
Tentative Course Syllabus

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Subject area on all email correspondence...***your name, course name & section number***

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Office Number: (903) 886-5376

Please leave a clear message when leaving a voice mail.

Office Hours: MWF by appt.; TR 2:00pm-3:00pm or by appt. if needed

Course Description

This course entails the study of the major design and operating activities of the goods-producing and services organizations, including product and process design decisions, and basic quality, inventory and operations planning and control. The study also includes the basic managerial functions of planning, organizing, leading, and controlling. Through completion of this course:

Course Objectives

- Students will understand the four management functions of planning, organizing, leading, and controlling and discuss activities that are performed by each function.
- Study the concepts and apply personal applications in the major design and operating activities of goods producing and services organizations.
- Students will understand the process of strategic planning, supply chain management, and leadership systems.
- Students will learn traditional as well as controversial or radical approaches to operations management issues.

Required Texts: Pearson Custom Business Resources-Management 501-Operations & Organizations-Texas A&M University-Commerce. Copyright 2014. This is a custom book combining chapters from "Organizational Behavior (16th Edition)" by Robbins & Judge and "Operations Management, Sustainability and Supply Chain Management (11th Edition)" by Heizer & Render. ISBN 10: 1-269-27802-9; ISBN 13: 978-1-269-27802-7.

Attendance

This course is IN CLASS (Web- Enhanced). You will find the majority of the information and materials that you will need to complete the course in this syllabus and on the eCollege course management website. Be sure to attend the class regularly. You are encouraged to participate in class. You should submit all of your work in a format that is compatible with Microsoft Office and post it in the appropriate "Dropboxes" where the work is due.

Attendance and participation will have a direct effect on your grade. Notification should be given via email should the student become aware an absence is inevitable. Excessive absences can result in an administrative drop from the course. A contact or an attempt to contact a student regarding being administratively dropped from the course will be made.

NOTE: Late Arrival to Class: Occasionally, students may be unavoidably late to class. Should you to arrive late, please enter quietly with minimal disruption to class. I would rather have a student make an effort to be in class if at all possible. Arriving late should be an exception not a rule. Should late arrivals become an issue; the student will be contacted directly. Students who commute should allow time for traffic and parking.

Students with any concern regarding absences should discuss their specific situation directly with their instructor.

Course Grade

Case Assignments (4 @ 50 Points Each) Individual 200 points 40%

Final Exam Individual 100 points 20%

Research Paper Individual 100 points 20%

Power Point Presentation Individual/Group 100 points 20%

Course Total: 500 points 100%

CASE ASSIGNMENTS: Throughout the semester, you will be required to analyze four short cases that can be found in the Robbins & Heizer texts. Case analyses are worth a total of 200 points (40% of your course grade), so take it seriously. Specific instructions for each case will be posted on eCollege, under the “Doc Sharing” tab. The analyses should be submitted to the “Dropbox” designated for that case. The document must be compatible with Microsoft Word 2007/210.

FINAL EXAM: A Final exam will test your comprehension of the material presented in the required textbook via selected essay items. The exam will be posted in “Doc Sharing” and corresponding dropboxes for this exam can be found under Week 8 tab. The final exam is worth 100 points.

RESEARCH PAPER: Individually or as a group of 2-3 students, you will be required to write a research paper covering the topic(s) of operations management and organizational behavior you are most interested in. The paper is worth 100 points. Specific instructions for the paper will be posted in eCollege, under the “Doc Sharing” tab. The research paper should be submitted to its corresponding dropbox and must be saved in a format compatible with Microsoft Word 2007/2010 (doc/docx file).

POWER POINT PRESENTATION: Individually or as a group of 2-3 students, you/your group will be required to create and present a Power Point presentation explaining the most important and interesting information from the course. The presentation is worth 100 points. Specific instructions for the presentation will be posted in eCollege, under the “Doc Sharing” tab. *The individuals/groups will have to actually present their work in class.* Each member in the group shall be participating in the presentation in class on the assigned date as indicated in the syllabus.

Academic Honesty & Plagiarism

Academic honesty is the foundation of the university community. Cheating, plagiarism, or other acts of academic dishonesty compromise the integrity of the academic process and community and are subject to disciplinary action. For this class, plagiarism will result in automatic failure (final course grade of F).

Plagiarism and other forms of academic dishonesty will not be tolerated. The university will not condone plagiarism in any form. The faculty, administration, and students are expected to uphold and support the highest academic standards in this matter. Plagiarism is handled initially by the instructor. If the instructor feels the problem warrants more attention, it should then be pursued through the department head. If the department head wishes, it should be brought to the attention of the dean of the college for study and review before meeting with the standing University Discipline Committee.

See 13.99.99.R0.03

<http://www.tamuc.edu/aboutus/policiesproceduresstandardsstatements/rulesProcedures/13students/academic/13.99.99.R0.03Plagiarism.aspx> Plagiarism

Class Participation Students will come prepared for the class period having read the material for the lecture, prepare/discuss current events, and be ready to participate in class/group activities and discussions. Occasional quizzes may be given to verify preparedness.

Students with Disabilities

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services

Texas A&M University-Commerce

Gee Library

Room 132

Phone (903) 886-5150 or (903) 886-5835

Fax (903) 468-8148

StudentDisabilityServices@tamuc.edu

Student Conduct

A&M-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

Topics and Overview

Week 1	March 23	Ch. 1 Diversity in Organizations Ch. 2 Attitudes and Job Satisfaction	
Week 2	March 30	Ch. 6 Motivation: From Concepts to Applications Ch. 7 Foundations of Group Behavior	
Week 3	April 6	Ch. 8 Leadership Ch. 9 Power and Politics	CA #1 Due
Week 4	April 13	Ch. 10 Conflict and Negotiation Ch. 11- Project Management	CA #2 Due
Week 5	April 20	Ch. 12 –Design of Goods and Services Ch. 13- Managing Quality	CA #3 Due
Week 6	April 27	Ch. 14-Process Strategy Ch. 15- Supply Chain Management	CA #4 Due RP Due
Week 7	May 4	Ch. 16- Inventory Management Ch. 17- JIT, TPS, and Lean Operations	PPT Due
Week 8	May 11	Final Exam Due	