

ISE 350: Logistics and Supply Chain Management

Course Syllabus – Fall 2023

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Babbio 520

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Course Description:

Supply chain management is integral to increasing an organization's efficiency, capacity, and cash flow. This course will provide an introduction to supply chains, logistics & supply chain management and provides mainly mathematically based techniques used to analyze various aspects of logistics systems. Topics covered include supply chain performance and metrics related to demand forecasting, facilities location, inventory management, transportation, sourcing, pricing and information. Design of distribution networks, forecasting, and planning of demand & supply are covered. The course has a strong emphasis on providing analytical skills, critical thinking and managerial insight.

Student Learning Outcomes:

- 1B. You are able to define Supply Chain management terms.
- 2A. You are able to analyze how supply chain management key processes impact a firm and its trading partners and be able to make recommendations.
- 6. You are able to analytically solve problems related to inventory management, facility location and supply chain optimization.
- 3. You are able to communicate supply chain management topics effectively either orally or in writing.
- 4C. You are able to discuss current trends in supply chain management identified in class and how they can be implemented in industry.

Required Course Materials:

Text: *Supply Chain Management: Strategy, Planning, and Operation*, Chopra, 7th Edition, Pearson Press, ISBN: 978-0-13-473188-9

Software: MS-Excel with Solver [*Solver is an Add-In tool in Excel. It should be already resident on your machine in the ToolPack, but it must be activated and installed.*] Note that there are excel and formula resources available on the canvas course site. Review these at the start of the semester so that when you get to certain assignments, you know how to approach them.

Course Time:

| | |
|------------|--------------------------------------|
| Section A: | Tuesday/Thursday 9:30 AM - 10:45 AM |
| Section B: | Tuesday/Thursday 11:00 AM - 12:15 PM |
| Section C: | Tuesday/Thursday 2:00 PM - 3:15 PM |
| Section E: | Tuesday/Thursday 3:30 PM – 4:45PM |

The exact Course Schedule with lecture topics and chapters assigned for reading is located in a separate document.

Canvas

The class Canvas site contains information on assignments and due dates, as well as other course information. You are responsible for checking the site and for completing assignments according to the instructions and schedule on the site. Unless otherwise indicated, all assignments are to be submitted via Canvas. *It is your responsibility to check that your assignment has been successfully uploaded to Canvas and that the correct assignment has been uploaded to Canvas.*

Grading

There will be mostly excel/solver, and some word, based assignments throughout the semester. There will be class exercises each week. There will also be homework assignments that can be completed outside of class. See the Canvas site for instructions on homework assignments. If an excel template is provided, *you must use that template*. All numeric values in Excel templates must be calculated using Excel formulas, not typed in, unless otherwise stipulated. Please include your names in the name of your assignment file. Both class exercises and homework assignments will vary in length and difficulty.

Late Policy

Unless otherwise noted, class assignments are due by the end of the day at 10:00pm. Homework assignments are due by 10:00 pm on the Sunday or the next Monday or Tuesday in some cases as indicated in the schedule. Late classwork and homework assignments lose 50% after due date/time and receive a zero 24 hours after that.

Grading questions: Once an assignment grade is posted, you will have one week to question your grade. ***After that, the grade becomes final and unchangeable.***

Grade breakdown:

| | |
|----------------------|-----|
| Attendance | 10% |
| Class Exercises | 20% |
| Homework Assignments | 40% |
| 2 Quizzes (15% each) | 30% |
| There is no final | |

Gradebook Notation

| | |
|------------------|---|
| Class Exercises: | 2 points each (2=good job, 1 = you made mistakes, 0=no submission) |
| Homeworks: | 40 points each |
| Quizzes: | 15 points each |

Attendance and Participation

You are expected to attend every flipped class and be on time. *Absence and tardiness will affect your class/participation grade.* On Thursdays, *computers will be required*, as we will use them for in-class exercises in real time. Thursdays will be available via Zoom and in person.

If Zoom is used, sign in with your Stevens credentials via logging into the Zoom classroom for every class, whether you are on-line or in-class. Zoom keeps track of participants. If coming to class, bring your earbuds, and keep them muted during our initial lab introduction, unless called upon.

Guidelines for Written Assignments

Any written work must be in your own words. It should reflect what you have learned and assimilated. Any material taken from outside sources must be clearly cited and will not count toward any word target for the assignment. Any material taken word-for-word must be in quotes and cited. Written work is subject to screening with Turnitin. Similarity scores will be used to assist in grading. *Plagiarism may result in a zero grade.*

You may use AI programs e.g. ChatGPT to help generate ideas and brainstorm. However, you should note that the material generated by these programs may be inaccurate, incomplete, or otherwise problematic. Beware that use may also stifle your own independent thinking and creativity. You may not submit any work generated by an AI program as your own.

Word targets are specified to give you a sense of the depth of analysis you should be doing. Use the Word Count feature of Word to check your work. Assignments that are severely below the word target will receive poor grades. You must use complete sentences, with correct grammar and spelling.

Guidelines for Class Exercises and Homework Assignments

You will be paired with other student(s) in your class section. You may rely on this student(s) for assistance in completing most Class Exercises and Homework assignments. You may ask each other for help and you may help each other. Students within a group should submit one submission. The above will not be considered an Honor Board violation. However, if you give answers to a student(s) outside your group, it will be considered an Honor Board violation. The assignments that should be completed independently, and not as a group are: CL 1 and 7, HW 1, 2, 7, and 11. Assignments, if not completed while IRL, should be completed via zoom and/or in break out groups/rooms.

Guidelines for Quizzes

There will be **two quizzes** during the semester. Quizzes are to be completed independently. Any and all Honor Board rules apply.

Office Hours and Online Hours

I am available in the office and via email and generally respond within 24 to 48 hours. I am also available via my office phone. Office Hours are available in person and via synchronous sessions (through Zoom) to discuss questions related to weekly readings and/or assignments. Office hours will be held upon request on Mondays and Wednesdays. Students should feel free to reach out via email at any time and via phone during business hours.

Undergraduate Honor System

Enrollment into the undergraduate class of Stevens Institute of Technology signifies a student's commitment to the Honor System. Accordingly, the provisions of the Stevens Honor System apply to all undergraduate students in coursework and Honor Board proceedings. It is the responsibility of each student to become acquainted with and to uphold the ideals set forth in the Honor System Constitution. More information about the Honor System including the constitution, bylaws, investigative procedures, and the penalty matrix can be found online at <http://web.stevens.edu/honor/> (Links to an external site.)

The following pledge shall be written in full, unless otherwise stated, and signed by every student on all submitted work (including, but not limited to, homework, projects, lab reports, code, quizzes and exams) that is assigned by the course instructor. All assignments must be your own individual or grouped work as indicated above. Cheating of any kind may result in a zero grade for the assignment, and will result in an Honor Board notification.

"I pledge my honor that I have abided by the Stevens Honor System."

Reporting Honor System Violations

Students who believe a violation of the Honor System has been committed should report it within ten business days of the suspected violation. Students have the option to remain anonymous and can report violations online at www.stevens.edu/honor ([Links to an external site.](#)).

LEARNING ACCOMMODATIONS

Stevens Institute of Technology is dedicated to providing appropriate accommodations to students with documented disabilities. The Office of Disability Services (ODS) works with undergraduate and graduate students with learning disabilities, attention deficit-hyperactivity disorders, physical disabilities, sensory impairments, psychiatric disorders, and other such disabilities to help students achieve their academic and personal potential. They facilitate equitable access to the educational programs and opportunities offered at Stevens and coordinate reasonable accommodations for eligible students. These services are designed to encourage independence and self-advocacy with support from the ODS staff. The ODS staff will facilitate the provision of accommodations on a case-by-case basis.

For more information about Disability Services and the process to receive accommodations, visit <https://www.stevens.edu/office-disability-services> ([Links to an external site.](#)). If you have any questions please contact the Office of Disability Services at disabilityservices@stevens.edu or by phone 201-216-3748.

Disability Services Confidentiality Policy

Student Disability Files are kept separate from academic files and are stored in a secure location within the Office of Disability Services. The Family Educational Rights Privacy Act (FERPA, 20 U.S.C. 1232g; 34CFR, Part 99) regulates disclosure of disability documentation and records maintained by Stevens Disability Services. According to this act, prior written consent by the student is required before our Disability Services office may release disability documentation or records to anyone. An exception is made in unusual circumstances, such as the case of health and safety emergencies.

INCLUSIVITY

Name and Pronoun Usage

As this course includes group work and class discussion, it is vitally important for us to create an educational environment of inclusion and mutual respect. This includes the ability for all students to have their chosen gender pronoun(s) and chosen name affirmed. If the class roster does not align with your pronouns and/or name, please inform the instructor of the necessary changes.

Inclusion Statement

Stevens Institute of Technology believes that diversity and inclusiveness are essential to excellence in academic discourse and innovation. In this class, the perspective of people of all races, ethnicities, gender expressions and gender identities, religions, sexual orientations, disabilities, socioeconomic backgrounds, and nationalities will be respected and viewed as a resource and benefit throughout the semester. Suggestions to further diversify class materials and assignments are encouraged. If any course meetings conflict with your religious events, please do not hesitate to reach out to your instructor to make alternative arrangements.

You are expected to treat your instructor and all other participants in the course with courtesy and respect. Disrespectful conduct and harassing statements will not be tolerated and may result in disciplinary actions.

MENTAL HEALTH RESOURCES

Part of being successful in the classroom involves a focus on your whole self, including your mental health. While you are at Stevens, there are many resources to promote and support mental health. The Office of Counseling and Psychological Services (CAPS) offers free and confidential services to all enrolled students who are struggling to cope with personal issues (e.g., difficulty adjusting to college or trouble managing stress) or psychological difficulties (e.g., anxiety and depression). Appointments can be made by phone (201-216-5177), online at <https://stevensportal.pointclick.com/confirm.aspx> or in person on the 2nd floor of the Student Wellness Center.

EMERGENCY INFORMATION

In the event of an urgent or emergent concern about your own safety or the safety of someone else in the Stevens community, please immediately call the Stevens Campus Police at 201-216-5105 or on their emergency line at 201-216-3911. These phone lines are staffed 24/7, year round. For students who do not reside near the campus and require emergency support, please contact your local emergency response providers at 911 or via your local police precinct. Other 24/7 national resources for students dealing with mental health crises include the National Suicide Prevention Lifeline (1-800-273-8255) and the Crisis Text Line (text "Home" to 741-741). If you are concerned about the wellbeing of another Stevens student, and the matter is *not* urgent or time sensitive, please email the CARE Team at care@stevens.edu. A member of the CARE Team will respond to your concern as soon as possible.