MNGT 4340 795
Operation Analysis and Control
Summer 2022 Session 7W2
Delivery Method: Online

Instructor Information

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Office Location: MB 2238
Office Hours: By Appointment

Course Information

Class Location: Online

Web Conference Hours

This course is a Web Course and is conducted within Canvas at http://utpb.instructure.com

Course Description

This is a study of the operations and control of manufacturing or service entities. It follows Production Operations Management (MNGT 3340). Principal topics are aggregate planning inventory management material requirements planning just-in-time systems supply chain management

operations scheduling project management and quality control. The case-studies approach is used to examine much of the material and includes oral presentations critiques and written reports.

The role of the operations management function within the context of an organization, be it public or private, profit or nonprofit, manufacturing, or service. The course emphasizes the application of concepts of process analysis, material management, and quality management. Both quantitative and behavioral perspectives are presented.

Student Learning Outcomes

- Demonstrate the function of operations and control of manufacturing or service entities

- Relate to constraint management

- Utilize the Theory of Constraints

- Simplify inventory management

- Develop supply chain management

- Recommend operations scheduling

- Improve project management

- Develop quality control procedures
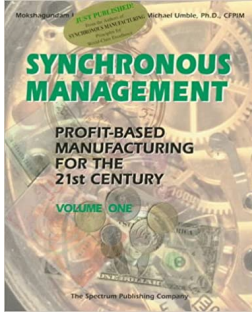
Required Materials
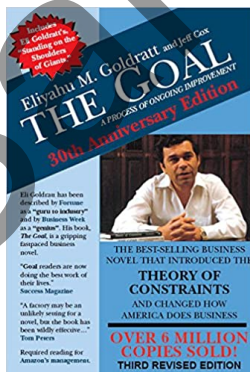
Title: The Goal
ISBN: 9780884271956
Authors: Eliyahu M. Goldratt, EM. Goldratt, Jeff Cox
Publisher: North River Press
Edition: 30th Anniversary

Title: Synchronous Management Vol.1
Subtitle: Profit-Based Manufacturing for the 21st Century
ISBN: 9780943953069
Authors: Mokshagundam L. Srikanth, M. Michael Umble
Publisher: Spectrum Publishing Company

Important Academic Dates

UTPB [Academic Calendar](#)

Graded Material

Course Activity	Points
Module Assignments (3 x 40 pts)	120
Group Discussion (1 x 140 pts)	140
Exams (2 x 120 pts)	240
Total	**500**

Note: Unless otherwise stated, all materials, activities, and assessments are required and are not optional.

Module Assignments

- Module assignments are individual works.
- These assignments consist of reading chapters from the text and answering questions over that material.

Exams

- Exams are individual works.
- All exams are open book/open notes.
- You have only ONE attempt for each exam.
- All exam scores will be counted toward your final grade.

Group Discussion

- Group discussion is group work.
- This assignment consists of taking assigned articles and discussing your opinion on these articles and backing up your opinion with information from the course.

Grading Scale

Grade Range	Letter Grade
90% and above	A
80% to 89%	B
70 %to 79%	C
60% to 69%	D
Less than 60%	F

Note: +/- may be assigned to the final letter grade at the instructor's discretion.

University Policies

Accommodation for Students with Disabilities

Students with Disabilities: The University of Texas Permian Basin in compliance with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act provides "reasonable accommodations" to students with disabilities. Only those students, who an Instructor has received an official Letter of Accommodation (LOA) sent by the Office of ADA for Students, will be provided ADA academic accommodations.

ADA Officer for Students: Mr. Paul Leverington
Address: Mesa Building 4242/4901 E. University, Odessa, Texas 79762
Voice Telephone: 432-552-4696
Email: ada@utpb.edu

For the accessibility and privacy statements of external tools used within courses, go to Accessibility and Privacy Statements.

Sexual Harassment/Sexual Misconduct Policy

The University of Texas Permian Basin (the University) is committed to maintaining a learning and working environment that is free from discrimination based on sex in accordance with Title IX of the Higher Education Amendments of 1972 (Title IX), which prohibits discrimination on the basis of sex in educational programs or activities; Title VII of the Civil Rights Act of 1964 (Title VII), which prohibits sex discrimination in employment; and the Campus Sexual Violence Elimination Act (SaVE Act), Violence Against Women Act (VAWA), and Clery Act. Sexual Misconduct, Retaliation, and other conduct prohibited under this Policy will not be tolerated and will be subject to disciplinary action.

The University will promptly discipline any individuals or organizations within its control who violate this Policy. The University encourages you to promptly report incidents that could constitute violations of this Policy to the Title IX Coordinator. The complete Sexual Harassment/Sexual Misconduct Policy can be found [here](#).

You may report incidents of sexual misconduct to any University employee. They are obligated to report any incident to the Title IX Coordinator or Deputy Coordinator.

You may also contact:
The UTPB Police Department at 432-552-2786
The Title IX Coordinator at 432-552-2697 or TitleIXCoordinator@UTPB.edu.
The Dean of Students at 432-552-2600
Reports can also be made via the University Complaint Portal: UTPB Complaint Management

A *confidential reporting option is available*. Please contact UTPB's Counseling Center at 432-552-3365 or 432-552-2367 or stop by MB 1150.

Scholastic Dishonesty

"Scholastic Dishonesty" is any form of cheating or plagiarism that violates the Student Code of Conduct. Scholastic dishonesty or academic dishonesty includes, but is not limited to, cheating, plagiarism, collusion, falsifying academic records, and any act designed to give unfair advantage to the student (such as, but not limited to, submission of essentially the same written assignment for two [2] courses without the prior permission of the instructor, and providing false or misleading information in an effort to receive a postponement or an extension on a test, quiz, or other assignment), or the attempt to commit such an act. The Student Code of Conduct provides students fair notice of conduct considered unacceptable at The University of Texas Permian Basin and which may be the basis for disciplinary action. This policy provides the procedures to be following when student disciplinary action may need to be implemented and

outlines the appeals process. The Student Code of Conduct is available online at:
https://www.utpb.edu/life-at-utpb/student-services/dean-of-students/student-code-of-conduct

Student Success at UTPB

UT Permian Basin offers numerous services to help you reach your academic goals. Available both in the Success Center on the 2nd Floor of the Mesa Building (https://www.utpb.edu/academics/advising-and-support/student-success-center/index), and online, UTPB Student Success offers the following services to all students:

- O.W .L. (Online Writing Lab) - Submit essays that need to be revised by one of our tutors to owl@utpb.edu.
- Tutoring – For both online and in person tutoring, please use EAB to create an appointment. (Utpb.campus.eab.com) Sign in using UTPB credentials.
- SI/PLTL Sessions - If available for your class, will be communicated to you by the mentor assigned to your class section and students can communicate to their SI or PL through Canvas.
- Peer Mentoring - Incoming freshmen can be paired with a peer mentor who will help you navigate your first year on campus.
- SSC Computer Lab - Come take advantage of the state-of-the-art computers available at the Student Success Center.

Please email success@utpb.edu for more information.

Course Modalities

Both the Texas Higher Education Coordinating Board (THECB) and the Southern Association of Schools and Colleges Commission on Colleges (SACSCOC) provide standard definitions for basic course types/modalities that have informed the following adopted course definitions.

Online Courses are those in which more than 85 percent of the planned instruction occurs online/virtually (asynchronously) when students and faculty are not in the same place. A fully online course is one in which mandatory in-person meetings occur no more than 15% of the planned instructional time.

Remote Courses are ones in which students, while not required to physically come to campus to attend in-person classes, are required to "attend" virtually/remotely (synchronously) during scheduled days and times, with students expected to log in and participate in the lecture via video conferences.

Hybrid Courses are courses in which the majority (more than 50% but less than 85%) of the planned instruction occurs when students and instructor(s) are not in the same place. This form of instruction

offers a mix of on-campus/in-person and remote/online/electronic learning.

HyFlex Courses are those which, like hybrid courses, offer a mix of on-campus/in-person and remote/online/electronic learning. These courses, however, do <u>not</u> require student authentication since <u>at least 50%</u> of the planned instruction occurs when students and instructor(s) are in the same place.

Face-to-Face/In-Person Courses are those in which more than 85 percent of the planned instruction occurs when students are in the same place with an instructor(s).

Distance Education Policy

Distance Education Courses and Student Identity Authentication Requirements and Policy

SACSCOC defines a distance education course as one in which more than 50 percent of the planned instruction occurs when students and instructor(s) are not in the same physical place. Distance education courses, therefore, include online, remote, and hybrid courses as defined above. Per SACSCOC and University policy, all distance education courses are required to follow our Distance Education Student Authentication Policy procedures (please see below), and these requirements and policies must be stated in the course syllabus. Further, any projected additional student charges associated with verification of student identity must be indicated on the courses schedule and course syllabus.

The Distance Education Student Authentication Policy does <u>not</u> apply to Hyflex Courses--those in which at least 50% of the planned instruction occurs when students and instructor(s) are in the same place--and Face-to-Face/In-Person Courses--those in which more than 85 percent of the planned instruction occurs when students and instructor(s) are in the same place. Student authentication and identity verification in these courses may be accomplished by in-person attendance monitoring as well as through in-class instructor proctored examinations and other assessments. These same "in-class" authentication procedures also may be employed in hybrid courses, but in the case of these defined distance education courses, they must be documented on the course syllabus as described below.

Distance Education Student Authentication Policy and Syllabus Requirements

UT Permian Basin's Distance Education Student Authentication Policy requires the University to employ processes (documented in each distance education syllabus) to verify that each student who registers for a distance education course is the same student who participates in, completes, and receives credit for the course.

The policy requires faculty members teaching distance education courses to employ at least two methods of verification to ensure student identities. The first method of verification is accomplished by the student logging into Canvas, our learning management system. To access all UTPB courses, students must login to Canvas uniqueness personal identifying username and secure password. This is the primary method of student identity verification. The Distance Education Student Authentication Policy requires at least one additional student identification method within the distance learning course that has been determined and approved by the faculty or academic program. The second method of authentication must be explicitly stated in the syllabus. The second method of student authentication maybe:

- Proctored exams using an approved photo ID*.
- Presentation of approved photo ID through a webcam and optional levels of proctoring during assessment.
- Field or clinical experiences using an approved photo ID.
- Synchronous or asynchronous video activities using an approved photo ID.
- In hybrid distance education courses, which have an in-person meeting component, the secondary method of student authentication may be accomplished (as is it may be done in hyflex and face-to face-courses) by in-person attendance monitoring as well as through required in-class instructor proctored examinations and other assessments.
- Other Technologies or procedures, etc. (which must be detailed in the syllabus).

If faculty require secondary method of verification for which students are charged a fee(e.g. face-to-face proctoring at an off-campus site that charges a fee), this notification must be stated on the course schedule and in the course syllabus as well.

*Approved photo identifications include passports, government issued identification, driver's licenses, military ID from DoD; dual credit and early college high school students use school district identifications.

Course Policies

Communication: I check my messages during normal business hours. You can expect a reply from me via email within 12 hours during the day. When emailing me, please include your course no. in the subject line followed by your request. A student should anticipate feedback from graded assignments within one week. The method of contact for all assignments will be through Canvas.

Time Management: A student should expect to spend three hours on preparation and learning assignments for every semester credit hour. If a class is a 3-semester credit hour class, it is expected that a student should spend at least 9 hours out of class on assignments in addition to 3 hours of in-class time for a total of about 12 hours per week. It is important to develop a Time Management Plan to be successful.

Grading and Feedback: You can check your grades by going to Grades. If there is any discrepancy in the grade, you must contact me prior to the next exam via UTPB email to discuss any issues. Once the next exam has been assigned all previous grades will be frozen. I may provide individual feedback or general feedback on the performance of the course activity. All dates shown in Canvas are due dates unless otherwise stated. Failure to submit your work in proper form by the due date/time will result in "0" points for the assignment.

Challenging Posted Grades: Posted grades that remain unchallenged by the next exam will stand as posted. If you have a problem with a grade that is or is not posted you need to get it resolved by the time the next exam is taken otherwise it will be too late.

Discussion Board: Discussion Board is primarily for discussing course-related topics and issues. Best practices are:

- Read all message postings in the online discussion.
- Respond to the question directly
- Reply to a minimum of two other student posts.
- Use a person's name in the body of your message when you reply to their message.
- Avoid postings that are limited to 'I agree' or 'great idea', etc.
- Ensure responses to questions are meaningful, reflective.
- Support statements with concepts from course readings, refer to personal experience, examples.
- Follow Rules of Behavior (below).

Rules of Behavior: Discussion areas are public to every student in this class (including your instructor) who will see what you write. Please pay attention to the language you use and adhere to the following guidelines:

- Do not post anything too personal.
- Do not use language that is inappropriate for a classroom setting or prejudicial in gender, race, or ethnicity.
- Do not use all caps in the message box unless you are emphasizing (it is considered shouting).
- Be courteous and respectful to other people on the list

- Do not overuse acronyms like you would use in text messaging. Some of the list participants may not be familiar with acronyms.

- Use line breaks and paragraphs in long responses.

- Write your full name at the end of the posting.

- Be careful with sarcasm and subtle humor; one person's joke is another person's insult.

Make-Up/Late Submission Policy: All course activities must be submitted before or on set due dates and times. NOTE: The due dates and times for the activities will adhere to the Central Time Zone. Late submissions will be ten (10) points per calendar day or partial day deducted from the assignment value. DO NOT GET BEHIND ON YOUR ASSIGNMENTS.

Attendance and Class Participation: Regular and active participation is an essential, unmistakably important aspect of this online course. Students will log on a minimum of three times every seven days. All students are expected to do the work assigned, notify the instructor when emergencies arise.

Tracking: Learning management systems have tracking features. Statistics are collected that quantifies how often and when students are active in the course and provide information if the student has accessed different pages of the course.

Absenteeism: All the course activities have set dates to be completed and submitted. After the due dates, the activities will not be available for the students. Not logging into an online course is considered absenteeism. Contact the instructor immediately in case of an emergency medical situation.

Course Incomplete/Withdrawal/Grade Appeal: All students are required to complete the course within the semester they are signed up. Incomplete grades for the course are rarely given, will only be granted if the student provides a valid, documented excuse for not being able to complete the course on time, and has contacted the instructor prior to the scheduled last class to request an extension. The student signs a contract that includes incomplete course activities and the new due dates. Find information and dates regarding drops and withdrawals consult the University Handbook.

Computer Skills, Technical & Software Requirements: This course requires basic proficiency in the use of word processing, spreadsheet, presentation software to create and edit documents and to save and submit files. All course assessment activity files that will be submitted to the instructor should be in MS Word with the .doc or .docx extension and/or MS Excel with the .xls or .xlsx extension. Additionally, MS Excel Solver (Excel add-in thus it is free)/Lingo is needed for this course. Students also need basic proficiency in receiving, sending, and attaching files to email, and in the use of Internet search tools. To submit photo identification (mentioned in the section concerning online student authentication), students will need access to a scanner, a camera, or a camera phone. Students can use the cloud version of Word, PowerPoint, and other Microsoft products through the use of their UTPB Outlook 365 and UTPB email addresses. For more information refer to UTPB Office 365 Page.

End-of-Course Evaluation & Instructor Evaluation: Every student is encouraged to complete an end-of-course evaluation survey provided by UTPB. During the last two weeks of class, there will be an announcement in Canvas, an email, and a button in your course navigation that will take you to any available surveys. The survey is anonymous, and your responses are confidential. Your feedback is critical to us and to your instructor as we strive to improve our offerings, and our support of you, the students.

Preparation for Emergencies

Computer Crash: Not having a working computer or a crashed computer during the semester will NOT be considered as an acceptable reason for not completing course activities at a scheduled time. NOTE: Identify a second computer before the semester begins, that you can use when/if your personal computer crashes.

Complete Loss of Contact: If you lose contact with course connectivity completely (i.e. you cannot contact me via Canvas or email), you need to call the instructor, and leave a message regarding connectivity loss and contact information.

Lost/Corrupt/Missing Files: You must keep/save a copy of every project/assignment on an external drive, UTPB Outlook 365 OneDrive, or personal computer. In the event of any kind of failure (e.g. virus infection, student's own computer crashes, loss of files in cyberspace, etc.) or any contradictions/problems, you may be required to resubmit the files.

Course Schedule

Weeks	Readings
Week 1	THE GOAL Chapters 1-8
Week 2	THE GOAL Chapters 9-17
Week 3	THE GOAL Chapters 18-26
Week 4	THE GOAL Chapters 27-40

Week 5	SYNCHRONOUS MANAGEMENT Vol.1 Chapters 1-2
Week 6	SYNCHRONOUS MANAGEMENT Vol.1 Chapters 3-4
Week 7	SYNCHRONOUS MANAGEMENT Vol.1 Chapters 5-6