Course Syllabus – Management 3305
Production Operations Management

Instructor: Mr. Rene Segoviano

Contact Information

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Course Information

**Course Name:** Management 3305 – Production Operations Management

**Description:** A survey of operations management concepts, theory, and decision techniques. Topics include forecasting, site selection, layout, project management, control of production, standards, materials management, scheduling, and quality control.

Perquisites: Math 1325, Management Science 2331 (Statistics), Mgt 3300.

Attendance Policy

Attendance is essential, as a majority of class assignments will be completed while in class. Absences greater than two are considered excessive and could be reflected in your final grade. Excessive absences are reported to the Office of Financial Aid for federal funding purposes.

Grading Policy

- 75% Three Major Exams and a Comprehensive Final Exam. The Final Exam is Optional and will take the place of your lowest exam grade if you choose to take it.
- 25% Team Performance/Team Project

**IMPORTANT:** TEAM PROJECT AND PRESENTATION WILL BE GIVEN ONE GRADE; HOWEVER, INDIVIDUAL GRADES ON TEAM PROJECTS ARE DETERMINED BY A PEER EVALUATION PROCESS.

Textbooks

*Operations And Supply Chain Management*, Robert Jacobs, Richard Chase
Course Objectives

- To acquire knowledge of contemporary management theory and practices.
- To increase competency in interpersonal, oral and written communications through class discussion, case questions, short answer questions on exams, and oral class presentations.
- To acquire proficiency in analytical thinking, critical analysis, creativity and problem solving through exam questions, class discussions, and class presentations of current management issues.

Course Philosophy and Additional Skills Developed: This course is designed to balance discussion and interaction with traditional lectures. Research has established that providing opportunities for active learning in the classroom usually improves the overall learning a student takes away from a course. With this in mind, this class and the lectures have been developed to engage students in discussion, small group work, and other activities to actively engage your participation. Therefore, the following ground rules are applied to the course:

1. Active participation - Everyone - students, professor, and visitors - will actively participate in the class on a daily basis. Attendance is not only expected, but imperative. A portion of your course grade will be dependent upon your active involvement in the course.
2. Cooperation and Mutual Respect - As leaders, we must learn to create an atmosphere of trust in our work teams. This means appreciating the unique set of experiences, beliefs and values each member brings to class. Another important element of trust and respect is listening. Good leaders are notable for the ability to listen to others and ask meaningful questions. Respectful turn-taking in both sharing and listening is expected.
3. Creativity – You will be challenged to create new thought. When we think through something for the first time, we are creating our logic, purposes and reasons for thinking. We are making new assumptions. We are forming new concepts. We are asking new questions. We are making new inferences. We are working out a problem in a direction that is new to us.
4. Problem-solving – You will be required to not only identify problems but also to generate solutions and make recommendations based on a logical and thorough analysis of the alternatives.
5. Individual accountability – All members of the class will be held responsible for their own learning as well as the learning within their individual project teams. No member of any team should feel that he/she is doing more or less than an equal share of the project. Therefore, each team will be given the opportunity to sanction non-contributing team members through the following process: 1) verbal warning by the group with the professor as witness; 2) written warning by the team with a copy submitted to the professor; and 3) firing by the team by unanimous vote and sufficient written documentation provided to the professor.

Office Hours

Monday and Wednesday  8:00 a.m. to 11:00 a.m.
Tuesday and Thursday  9:30 a.m. to 11:30 a.m.

Disabilities Statement:

Persons with disabilities which may warrant academic accommodations must contact the Student Life Office, Room 112 University Center, in order to request such accommodations prior to any accommodations being implemented. You are encouraged to make this request early in the semester so that appropriate arrangements can be made.
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<td>May  8</td>
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