



SCMA 4389 & 5389
Supply Chain Practicum (Online Synchronous)
Spring 2024, 2nd 8 Weeks, Section 001 (March 14 – May 9)

Class Day/Time: This is an online synchronous class. We will be meeting every virtually Thursday, 6 – 8 pm using Zoom.

Instructor: Mitch Millstein, Ph.D.

- Cell: 314-406-4962 (Preferred way of you contacting me if urgent)
- millsteinm@umsl.edu (I only check email at the end of the day so text if urgent)
 - Email will be returned within 36 hours. Therefore, text if urgent.

Office hours: We can meet virtually using Zoom on weekdays, weekends and evenings as I am available.

Online Synchronous Course

This is online, synchronous course. There are a few lectures that are available online as videos. You are expected to watch these videos. Class time will be used for weekly reviews, guest speakers and to answer questions about your project. Attendance is mandatory.

Purpose of the Course & Learning Goals

- Prepare you to work on supply chain and analytics projects when you are working in a full time supply chain job
- Apply your supply chain and analytics knowledge to a real company's problem
- Interact with professionals at companies on the Supply Chain Department's Advisory Board
- Learn about supply chain business processes that companies apply to solve problems



Learning Method

I founded my consulting firm, Supply Velocity, in 1998 and consider consulting as my profession. I earned a Ph.D. later in life and joined UMSL's faculty in 2015. However, I still run my consulting firm and am continually applying my supply chain and operations management knowledge to my clients' problems. Therefore, we will focus on application but with a holistic view of the body of knowledge that makes up supply chain management.

- I have recorded videos on supply chain management tools and project management models that you can watch before class.
 - Project Management tools
 - Lean Six Sigma Project Management
 - Supply Chain Operations Reference Model
- Each week, after week 1, we will have a project update meeting to make sure you are on track to get you used to project updates to managers in your company.
- We will have between 3 and 6 guest speakers to share their experience using a variety of supply chain methods or processes. I hope these guest presentations give you insight into ways you can solve the supply chain or analytics problems and manage supply chains.
- The main component of this class is a group project that will require your team to solve a supply chain problem from a company on the Supply Chain Department's Advisory Board

UMSL Course Description

This course engages students with local organizations to provide practical experience in critical thinking, analysis, and communication in a supply chain context. This allows students to integrate, synthesize and apply supply chain management knowledge and skills in a real business/organization through projects jointly supervised by a faculty member and a supervisor from the organization.



Course Timeline

Week 1:

Presentations by companies on their supply chain project

Class discussion of online videos of supply chain tools and project management models

- Project Management tools
- Lean Six Sigma Project Management
- Supply Chain Operations Reference Model

Weeks 2 – 7:

Three to six guest speaker presentation on supply chain management

Update presentations by the groups

Supply Chain Class Speaker / Guest Presentations

We will have 3 to 6 from the list below. The exact presentations and guest speakers will be on Canvas.

- Supply chain analytics / data analysis
- Transportation
- Order and customer relationship management
- Sourcing
- Supply chain risk and resiliency
- Digital supply chain
- Warehouse and inventory
- Planning

Week 8:

Final group project presentations



Understanding Your Progress Towards Learning (also known as Grading)

Attendance (24%) We will have eight classes that you will be required to attend. Each is worth 3% of your total grade. If you are late to one class, you will lose 1.5% of your overall grade. If you are absent to one class, you will lose 3% of your overall grade.

Class Speaker Reflections (18%) There will be 3 to 6 class speakers. You have to write a maximum 2 page (double-spaced) summary of the supply chain method presented by the guest speaker. Each summary is worth 3%. Grading criteria:

- Is your write-up error-free and good grammar. This will probably require you to have someone proofread your write-up, which is a great habit adopt. No one can always write error-free.
- Is the summary double-spaced, 12 point font, and maximum two pages?
- Did you capture meaningful insights that you can use in your career? I will compare your takeaways to my own. They don't have to match as I am sure you will have different and useful insights that I would like to read.
- Did you incorporate what you learned in prior courses into your reflection of the speaker's presentation?
- Is it applicable to your project? If not, don't force it, but if it is, write down how.
- Turning this assignment in after the due date and time will result in 50% reduction in your grade for that assignment.

Weekly Project Update Presentations (15%) At the class time of week 2, 3, 4, 5, and 6 you will present your weekly update. The quality of the update presentation will be graded. Each week's update is worth 3%. Grading criteria:

- Are you working well as a team and contributing equally? If one person does the presentation and the other one or two people (person) does not say anything, I will remove points.
- Are you following the DMAIC method, showing progress each week on defining, measuring, analyzing and finally improving and controlling the process?
- Are you defining the part of the host company's Supply Chain you are impacting using the SCOR model?
- Are you using the project management models and tools I defined?
- Is the problem clearly defined as per my guidelines?
- Is it clear you are interacting with the company sponsor?
- Is your presentation material (powerpoint slides, prezi, google docs, other) attractive and error-free?
- For later updates, are you using the information you are receiving from the guest speakers (this should increase over the semester)?
- Are you making progress each week, building on your last report-out?



Group Project (43%) The group project will include a written report (maximum 8 pages, double spaced) and a presentation. Your grade includes the content of the report, the quality of the slides and your team's overall presentation skills. You will also grade your group-mates to make sure everyone is contributing. This "peer review" is worth 33% of your group project grade. If you are a great teammate you can gain points. If you are a bad teammate your grade can be much lower than your team.

Extra Credit

You can earn extra credit points that be added to your Homework or Group Project grade.

- You can earn extra credit by participating in the discussion with the guest speakers.
- There will be extra credit for attending events hosted by the Supply Chain Club.

Grading Turnaround Time

I expect to get back all materials turned into me 1 week after submission. Please use the Canvas upload for turning in all assignments and exams that are not within Cengage.



Academic Honesty: According to the University Standard of Conduct, Section 6.0101, “The Board of Curators recognizes that academic honesty is essential for the intellectual life of the University. Faculty members have a special obligation to expect high standards of academic honesty in all student work. Students have a special obligation to adhere to such standards.” Any student who is caught cheating on any exam or assignment will receive a grade of zero for that assignment or exam. Further, a recommendation may be made to the appropriate university officials that additional formal disciplinary action be taken.

[UMSL Academic Honesty Policy](#)

Personally, as it relates to honesty, you will be cheating only yourself if you cheat on the homework or exams. Employers expect UMSL to produce problem solvers and critical thinkers. You may, or may not get away with cheating in this class but you can’t fake your way in a company where they expect you to use data to make business decisions.

Participation (expectations)

- It is vitally important that our classroom environment promote the respectful exchange of ideas. This entails being sensitive to the views and beliefs expressed during discussions whether in class or online.
- Participation in the course should maintain a [positive work and learning environment](#), as outlined in the [UM Collected Rules & Regulations, 330.080](#)
- Please speak with me before recording any class activity. It is a violation of University of Missouri policy to distribute such recordings without my authorization and the permission of others who are recorded.
- Your success in this course will heavily depend on your ability to communicate, engage and participate in all course activities. Successful completion of this course requires that a student keep up with all assignments, coursework and discussions. Timely participation in online discussions is a very important part of this course and participation in these discussions, and other activities as assigned, is not optional.
- Use proper “netiquette”

If you are unable to participate in the scheduled class activity or discussions, you must notify the instructor within the week of that class module or discussion. **An unexcused failure to engage or participate with the class will be counted as an absence; unexcused absences may result in failure.** The instructor reserves the right to make judgment to accept and/or make-up assignments missed because of failed participation in the course activities.



Title IX Policies

In adherence to the policies of Title IX and to promote a safe and secure educational environment, it is strongly recommended statements similar to those below be added to your course syllabus:

- **Mandatory Reporting:** Under Title IX, all UMSL faculty, staff, and administrators (with limited exception) are obligated to report any incidents of sexual harassment, sexual misconduct, sexual assault, or gender discrimination to the Student Affairs office and/or other University officials. This ensures that all parties are protected from further abuses and that victim(s) are supported by trained counselors and professionals. Note: There are several offices at UMSL (e.g., Counseling Services, Health Services, Community Psychological Service, Center for Trauma Recovery, and Student Social Services) whose staff are exempt from Title IX mandated reporting, when the information is learned in the course of a confidential communication.

Student Resources

Access, Disability and Communication

Your academic success is important. If you have a documented disability that may have an impact upon your work in this class, please contact Disability Access Services (DAS) immediately. Students must provide documentation of their disability to the office of Disability Access Services in order to receive official University services and accommodations. The staff is available to answer questions regarding accommodations or assist you in your pursuit of accommodations. Information about your disability is confidential. Once DAS reviews your medical documentation, they will provide you with the information and steps to inform me about the accommodations to which you are entitled. Your accommodations will begin as soon as we discuss your approved accommodations.

- 144 Millennium Student Center (MSC)
- Phone: (314) 516-6554
- Email: Tara Cramer, cramert@umsl.edu, or Adam Mann, mannad@umsl.edu
- Website: <http://www.umsl.edu/services/disability/>



Office of International Students and Scholar Services

If you have difficulty communicating in English with the instructor of this course, contact ISS.

- 362 Social Sciences & Business Building (SSB)
- Phone: (314) 516-5229
- [Email: iss@umsl.edu](mailto:iss@umsl.edu)
- [Website: http://www.umsl.edu/~intelstu/contact.html](http://www.umsl.edu/~intelstu/contact.html)

Student Enrichment and Achievement

SEA provides comprehensive support and intervention strategies that support your road to graduation!

- 107 Lucas Hall
- Phone: (314) 516-5300
- [Email: umslsea@umsl.edu](mailto:umslsea@umsl.edu)
- [Website: https://www.umsl.edu/services/sea/](https://www.umsl.edu/services/sea/)

Office of Multicultural Student Services (MSS) and the University Tutoring Center (UTC)

MSS provides comprehensive student retention services to diverse student populations; through their tutoring center, the MSS offers comprehensive tutoring services free to students at UMSL.

- 225 Millennium Student Center (MSC)
- Phone: (314) 516-6807
- [Email: multicultural@umsl.edu](mailto:multicultural@umsl.edu)
- [Website: https://www.umsl.edu/~mcraa/index.html](https://www.umsl.edu/~mcraa/index.html)

Technical Support

Online Mentor Program

Online education requires different teaching, learning, and technology skills than those found in traditional face-to-face classes. We assist students with the online technology in Canvas and provide resources for studying and success in online classes.

- 598 Lucas Hall
- Phone: (314) 516-4211
- [Email: onlinementor@umsl.edu](mailto:onlinementor@umsl.edu)
- [Website: http://www.umsl.edu/services/ctl/studentssupport/omp.html](http://www.umsl.edu/services/ctl/studentssupport/omp.html)



Canvas

If you have problems logging into your online course, or an issue within the course site, please contact the **Technology Support Center**:

- Phone: (314) 516-6034
- [Email: helpdesk@umsl.edu](mailto:helpdesk@umsl.edu)
- [Website : http://www.umsl.edu/technology/tsc/](http://www.umsl.edu/technology/tsc/)

If you are having difficulty with a technology tool in Canvas, consider visiting the [Canvas Student Guides](#), which has overviews of each tool and tutorials on how to use them.

If you continue to experience problems or just have questions, you can also contact the **Learning Resource Lab**:

- Phone: (314) 516-6704
- [Email: lrl@umsl.edu](mailto:lrl@umsl.edu)
- [Website: http://www.umsl.edu/technology/lrl/](http://www.umsl.edu/technology/lrl/)

VoiceThread

- [Online Contact Form: https://voicethread.com/support/contact/](https://voicethread.com/support/contact/)
- [Website: https://voicethread.com/howto/](https://voicethread.com/howto/)

Academic Support

The Online Writing Center (OWC)

At the OWC Canvas site, students can send their papers to our tutors, who will read them and send them back with suggestions. Students can also access Turnitin, which identifies quoted material in their essays.

- 222 Social Sciences and Business Building (SSB)
- [Website: https://www.umsl.edu/~umslenglish/Writing Center/](https://www.umsl.edu/~umslenglish/Writing Center/)
- Visit the OWC course site on Canvas to submit drafts online. To find the OWC course, click on Courses→All Courses. Then click to join this course
- The OWC usually responds within 48 hours. Please allow ample time.