



**Business Center of Excellence  
International Business Department**

<https://www.hccs.edu/programs/areas-of-study/business/international-business/>

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**IBUS 1341: Global Supply Chain Management| Lecture | #CRN  
24197**

Fall 2020 | 16 Weeks (08.24.2020-12.07.2020)

Online | Online | 12am – 12pm

3 Credit Hours | 48 hours per semester

**Instructor Contact Information**

Instructor:	Tania Calvao	Office Phone:	tania.calvao@hccs.edu
Office:	tania.calvao@hccs.edu	Office Hours:	Contact the instructor for appointment
HCC Email:	tania.calvao@hccs.edu	Office Location:	Spring Branch

Please feel free to contact me concerning any problems that you are experiencing in this course. Your performance in my class is very important to me. I am available to hear your concerns and just to discuss course topics.

**Instructor's Preferred Method of Contact**

Please use Canvas email to contact me (tania.calvao@hccs.edu). Canvas email messages tell me in which class you are enrolled. This information is very helpful to me in determining how best to respond to your message. That's why I strongly prefer that you use Canvas email. It's for you!

I will strive to respond to your email within 24 hours Monday through Friday; I will reply to weekend messages on Monday mornings.

Program Coordinator: Deanna Teel, [deanna.teel@hccs.edu](mailto:deanna.teel@hccs.edu), 713-718- 5873  
Division Chair: Ken Hernandez, [kenneth.hernandez@hccs.edu](mailto:kenneth.hernandez@hccs.edu), 713-718-2468  
Division Admin Assistant: Lyssa Wilson, [melissa.wilson3@hccs.edu](mailto:melissa.wilson3@hccs.edu), 713-718-5125

**What's Exciting About This Course**

Have you ever wondered how all those packages ordered from Amazon got to your doorstep or mailbox?

In this course we will discuss the foundations of supply chain management, visiting concepts and principles of the four important areas of: purchasing, operations, logistics and process integration.

Globalization made manufacturing and distribution international activities requiring the professionals to understand the logistics of how to get the production out there and direct it towards different markets. Supply chain encompasses the process of getting products and services from the production line, since their transformation from raw materials, into finished products and finally, to the hands of the customer. From the production to the transportation, distribution to the hands of the end-user. You will learn in this course the steps involved in the process and how to balance all the activities involved: sourcing, production, logistics, inventory management, transportation and the characteristics of each step in this process.

## **My Personal Welcome**

Welcome to International Business Law! — It is my greatest hope that you complete this course with a better understanding on how the world you live in stands and functions. I hope our work together in this course can expand your toolkit as a student for your career and beyond. I also hope to build a strong, supportive, curious and helpful community throughout our time together this semester. Finally, I hope I can truly add to your academic life by offering you relevant and interesting content that will stick with you beyond the semester but guide you throughout your life.

## **nexLearning – Fall 2020 Modalities**

This semester, there are three modalities for HCC courses: Online Anytime, Online on a Schedule, and Flex Campus.

- **Online Anytime** classes are traditional online courses; coursework is online, and there are no meetings at specific times.
- **Online on a Schedule** classes are online courses with traditional meeting components; coursework is online, and there are specific times to log in for scheduled class meetings.
- **Flex Campus** are in-person classes; coursework is online, and students have the choice to come to campus or to participate online during scheduled class meetings.

This section of International Business Law (IBUS 2335 CRN 24197) is Online Anytime class and therefore there are no meetings at specific times.

## **Prerequisites and/or Co-Requisites**

IBUS 1341 requires be placed into GUST 0342 in reading, ENGL 0310 or 0349 in writing and MATH 0312 in math. If you have enrolled in this course having satisfied these prerequisites, you have a higher chance of success than students who have not done so. Please carefully read and consider the repeater policy in the [HCCS Student Handbook](#).

## **Canvas Learning Management System**

This section of IBUS 1341 will use [Canvas](https://eagleonline.hccs.edu) (<https://eagleonline.hccs.edu>) for in-class assignments, exams, and activities. **Canvas usage is critical to your success in this course!** You will use Canvas to communicate with me and with other classmates as well as for your assignments (which are uploaded in Canvas) and your exams. (All online) HCCS Open Lab locations may be used to access the Internet and Canvas. **USE [FIREFOX](#) OR [CHROME](#) AS THE INTERNET BROWSER.**

### **HCC Online Information and Policies**

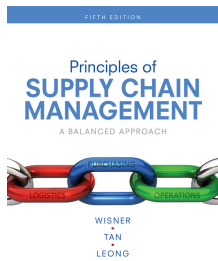
Here is the link to information about HCC Online classes including the required Online Orientation for all fully online classes: <http://www.hccs.edu/online/>

### **Scoring Rubrics, Sample Assignments, etc.**

Look in Canvas for the scoring rubrics for assignments, samples of class assignments, and other information to assist you in the course. <https://eagleonline.hccs.edu/login/ldap>

## Instructional Materials

### Textbook Information



The textbook listed below is **required** for this course.

**"Principles of Supply Chain Management"** (5th Edition) by *Wisner, Tan, Leong* (Cengage), ISBN: 978-1-337-40649-9

Please note that we request textbooks from the bookstore, which is operated by Barnes & Noble Bookstores and not by Houston Community College. If you do not order/buy your books before classes begin, you may have difficulty obtaining a copy of the textbook. It is in your best interest to purchase your books BEFORE classes begin. You may also purchase your books from another textbook retailer.

### Other Instructional Resources

#### Tutoring

HCC provides free, confidential, and convenient academic support, including writing critiques, to HCC students in an online environment and on campus. Tutoring is provided by HCC personnel in order to ensure that it is contextual and appropriate. Visit the [HCC Tutoring Services](#) website for services provided.

#### Libraries

The HCC Library System consists of 9 libraries and 6 Electronic Resource Centers (ERCs) that are inviting places to study and collaborate on projects. Librarians are available both at the libraries and online to show you how to locate and use the resources you need. The libraries maintain a large selection of electronic resources as well as collections of books, magazines, newspapers, and audiovisual materials. The portal to all libraries' resources and services is the HCCS library web page at <http://library.hccs.edu>.

#### Supplementary Instruction

Supplemental Instruction is an academic enrichment and support program that uses peer-assisted study sessions to improve student retention and success in historically difficult courses. Peer Support is provided by students who have already succeeded in completion of the specified course, and who earned a grade of A or B. Find details at <http://www.hccs.edu/resources-for/current-students/supplemental-instruction/>.

## Course Overview

The IBUS 1341 class will cover topics such as: the international purchasing and sourcing; the advantages and the barriers of purchasing internationally, global sourcing, procurement technology, and purchasing processes. Emphasis will also be given to issues of contract administration, location, and evaluation of foreign suppliers, total cost approach, exchange fluctuations, customs procedures, and related topics.

### Secretary's Commission Addressing Necessary Skills (SCANS)

The Secretary's Commission on Achieving Necessary Skills (SCANS) was appointed by the U.S. Secretary of Labor to determine the skills that U. S. employers want most in entry-level employees. The commission identified seven skills, (motivation to learn, basic skills, communication, teamwork, critical thinking, career development and leadership). These workplace competencies and foundation skills have been designed into this course and into the curriculum for each program of study.

### Program Student Learning Outcomes (PSLOs)

Can be found at:

<https://www.hccs.edu/programs/areas-of-study/business/international-business/>

### Course Student Learning Outcomes (CSLOs)

Upon completion of IBUS 1341, the student will be able to:

1. Discuss the broad issues of international purchasing and sourcing;
2. Be able to manage project where there is a need to do sourcing for specific items utilizing factors such as exchange rates, channels of distribution, or customs regulations to resolve problems.

### Learning Objectives

- 1.1 Understand the framework of International business and the legal environment in which it operates.
- 2.1 Explain the risks of transaction risks inherent in international business (commercial law).
- 3.1 Describe the difference between private law of international business transactions to public law of international trade (among nations).
- 4.1 Understand the legal complications that arise when a business moves a portion of its enterprise or employs an agent in another country.

Learning Objectives for each CSLO can be found at [HCC Learning Web for International Business](#)

## Student Success

Expect to spend at least twice as many hours per week outside of class as you do in class studying the course content. Additional time will be required for written assignments. The assignments provided will help you use your study hours wisely. Successful completion of this course requires a combination of the following:

- Reading the textbook
- Attending class in person and/or online
- Completing assignments
- Participating in class activities

There is no short cut for success in this course; it requires reading (and probably re-reading) and studying the material using the course objectives as a guide.

## Instructor and Student Responsibilities

As your Instructor, it is my responsibility to:

- Provide the grading scale and detailed grading formula explaining how student grades are to be derived
- Facilitate an effective learning environment through learner-centered instructional techniques
- Provide a description of any special projects or assignments
- Inform students of policies such as attendance, withdrawal, tardiness, and making up assignments
- Provide the course outline and class calendar that will include a description of any special projects or assignments
- Arrange to meet with individual students before and after class as required

As a student, it is your responsibility to:

- Attend class in person and/or online
- Participate actively by reviewing course material, interacting with classmates, and responding promptly in your communication with me
- Read and comprehend the textbook
- Complete the required assignments and exams
- Ask for help when there is a question or problem
- Keep copies of all paperwork, including this syllabus, handouts, and all assignments
- Attain a raw score of at least 50% on the final exam
- Be aware of and comply with academic honesty policies in the HCCS Student Handbook

# Assignments, Exams, and Activities

## Written Assignment

The written assignments will be four (4). They will be posted within the Assignment Page. The due dates will be located on the "Assignments" and "Syllabus" page. Each Assignment will have detailed instructions. Follow the directions and submit on the due date and time. In order ready to succeed in your assignments get yourself appraised on the contents that will be covered by your Textbook since all the Assignments will derive from it. Each Assignment will be related to one chapter of the Textbook.

The Textbook has five (5) parts and fourteen (14) chapters. Get yourself appraised with our Textbook.

### Part I – Supply Chain Management: An Overview

This part offers an overview and introduction to the topic of supply chain management. It also introduces the basic understanding of core concepts such as: bullwhip effect, supplier relationship management, forecasting and demand management, enterprise resource planning, transportation management and customer relationship management.

### Part II – Supply Issues in Supply Chain Management

This part covers an introduction to purchasing management, to managing supplier relationships, and discusses ethical and sustainable sourcing. It also offers sections on government purchasing, global sourcing, e-procurement, software applications, supplier development, and ethical and green purchasing.

### Part III – Operations Issues in Supply Chain Management

This part covers forecasting, resource planning, and inventory planning to lean production and Six Sigma in a supply chain setting.

### Part IV – Distribution Issues in Supply Chain Management

This part begins with a review of domestic U.S. and international logistics with sections on green transportation, international logistics security, and reverse logistics. Also, covers customer relationship management, global location decisions, and service response logistics.

### Part V – Integration Issues in Supply Chain Management

This part discusses integration issues and performance measurements along the supply chain. It discusses internal and external process integration and traditional and world-class performance measurement systems. At last, supply chain risk management and expanded coverage of performance measurement models are also covered.

## Quizzes

Two (2) quizzes will be given in this course. Quizzes are each 10 multiple-choice questions, 10 points/each. Each quiz will count 10% (ten per cent) of your course grade.

## Exams

Two (2) exams will be given in this course. Exams are each 50 multiple-choice questions, 2 points/each. Your final exam will count 20% (twenty per cent) of your course grade. The chapters to be covered on each one of the two (2) first exams and also the material to be covered in your final exam will be stated both in the "Assignments" page and Syllabus page on CANVAS. It will also include the dates of exams. **There is only ONE attempt to take the exam, so be sure you are ready to sit through the complete exam once your start.**

These are "self-assessments" meaning they are to be done ALONE. If anyone is caught colluding with another student on the exam(s), the students will be given an "F". Per HCC guidelines, colluding is **cheating**.

## Final Exam

All students will be required to take a comprehensive final exam also consisting of 50 multiple-choice questions and 5 short answers. All the information regarding the content to be covered in the final exam will be posted in Canvas.

Students who do not take the final exam without discussing their absence with the instructor in advance or within 24 hours afterward will receive a course grade of Incomplete. Any student who does not take a makeup exam by the end of the following long semester will receive a final exam grade of zero and a course grade of F.

## Grading Formula

This is a points-based grading system with a maximum 1,000 total points possible which can be earned at the end of the semester.

Assignment 1 (1 page essay)	75 points
Assignment 2 (Case analysis)	75 points
Quiz 1	100 points
Exam 1	150 points
Assignment 3 (Discussion)	75 points
Assignment 4 (News review)	75 points
Quiz 2	100 points
Exam 2	150 points
Final Exam	<u>200 points</u>

TOTAL 1,000 points

Grade	Total Points
A	A = 100-90
B	B = 89 - 80
C	C = 79 - 70
D	D = 69 - 60
F	F = 59 and below



**Incomplete Policy:**

In order to receive a grade of Incomplete ("I"), a student must have completed at least 50% of the work in the course. In all cases, the instructor reserves the right to decline a student's request to receive a grade of Incomplete.

**HCC Grading Scale can be found on this site under Academic Information:**  
<http://www.hccs.edu/resources-for/current-students/student-handbook/>

## Course Calendar

Week	Dates	Topic / Assignments Due <small>Suggested especial focus</small>
1	08/24/20	Chapter 1: Introduction to Supply Chain Management
2	08/31/20	Chapter 2: Purchasing Management <b>Assignment 1 due</b>
3	09/08/20	Chapter 3: Creating & Managing Supplier Relationships
	09/08/20	OFFICIAL DATE OF RECORD
4	09/14/20	Chapter 4: Ethical and Sustainable Sources <b>Assignment 2 due</b>
	09/21/20	<b>Exam 1 – Chapter 1 to 4</b> Chapter 5: Demand Forecasting
5	09/28/20	Chapter 6: Resource Planning Systems
6	10/05/20	Chapter 7: Inventory Management Chapter 8: Process Management
7	10/12/20	<b>QUIZ 1 – Volkswagen and its recall and ethical problems in 2015</b> Chapter 9: Domestic & Global Logistics
8	10/19/20	Chapter 10: Customer Relationship Management <b>Assignment 3 due</b>
	10/30/20	LAST DAY TO WITHDRAW
10	11/02/20	<b>Exam 2 – Chapter 5 to 9</b> Chapter 11: Global Location Decisions
11	11/09/20	Chapter 12: Service Response Logistics
12	11/16/20	<b>QUIZ 2 – Key tools and components of CRM (Chapter 10)</b> Chapter 13: Supply Chain Process Integration
13	11/23/20	Chapter 14: Performance Measurement <b>Assignment 4 due</b>
14	11/30/20	Study Review
15	12/07/20	<b>Final Exam - Comprehensive</b>
16	12/14/20	<b>SEMESTER ENDS</b>

### Syllabus Modifications

The instructor reserves the right to modify the syllabus at any time during the semester and will promptly notify students in writing, typically by e-mail, of any such changes.

## Instructor's Practices and Procedures

### Missed Assignments

There is no make-up policy for exams. No late assignments are accepted. The only exception will be cases of extreme emergencies when documentation and evidence will be required.

### Academic Integrity

As students you are expected to maintain academic integrity: no cheating, plagiarism, collusion, etc. Scholastic Dishonesty will result in a referral to the Dean of Student Services. See the link below for details.

Here's the link to the HCC information about academic integrity (Scholastic Dishonesty and Violation of Academic Scholastic Dishonesty and Grievance):

<http://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-procedures/>

### **Attendance Procedures**

All students are expected to attend online classes regularly. The Official Day of Record is different for each term. The Day of Record is posted on the official HCC Calendar for that term. Students who do participate in class regularly, typically earn better grades. Students need to attend the first day of class and to log on to online classes on the first day of class. If you miss the first 12.5% of any course (i.e. the period before the Official Date of Record/Approve Roster date) HCC will drop them due to non-attendance. Students need to attend the first day of class and to log on to online classes on the first day of class! THIS IS A STATE OF TEXAS POLICY. It is not an instructor, department, or college created policy.

### **Student Conduct**

Disruptive behavior in an online class will not be accepted and the student will be warned once. If it happens again, the student can be removed from the course.

### **Instructor's Course-Specific Information (As Needed)**

Typically assignments will be graded within one week's time and comments will be given for each assignment within the Speed Grader. Exam rangers will be given typically a day of so after the exam. If you have questions about a particular question(s) on the exam, please email me and I will be happy to help you. Since there are no "make-ups" for assignments, Canvas will calculate your assignment average score.

## **International Business Program Information**

It is strongly recommended that students of this course ensure that their major is listed as International Business and that you notify the school of which certificate or degree plan you are following.

Scholarships are available every spring with the International Transportation Management Association (ITMA), the Houston District Export Council (HDEC) and the Houston International Trade Development Center (HITDC). Check with the International Business Program Coordinator, Deanna Teel, at [deanna.teel@hccs.edu](mailto:deanna.teel@hccs.edu).

This program includes a Co-Op class, IBUS 2280. Students must complete 30 semester credit hours for the AAS degree or 15 semester credit hours in the Certificate before enrolling in this course. Once you have met the requirements, you will contact the Division Chair's office at 713-718-5125 to get the permission code to enroll in this class. Please note that the Co-Op course requires you to have a position in the International Business industry, paid or volunteer. IBUS 2380 requires that you must work a minimum of 10 hours per week.

## HCC Policies

Here's the link to the HCC Student Handbook <http://www.hccs.edu/resources-for/current-students/student-handbook/> In it you will find information about the following:

- Academic Information
- Academic Support
- Attendance, Repeating Courses, and Withdrawal
- Career Planning and Job Search
- Childcare
- disAbility Support Services
- Electronic Devices
- Equal Educational Opportunity
- Financial Aid TV (FATV)
- General Student Complaints
- Grade of FX
- Incomplete Grades
- International Student Services
- Health Awareness
- Libraries/Bookstore
- Police Services & Campus Safety
- Student Life at HCC
- Student Rights and Responsibilities
- Student Services
- Testing
- Transfer Planning
- Veteran Services

### EGLS<sup>3</sup>

The EGLS<sup>3</sup> (Evaluation for Greater Learning Student Survey System) will be available for most courses near the end of the term until finals start. This brief survey will give invaluable information to your faculty about their teaching. Results are anonymous and will be available to faculty and division chairs after the end of the term. EGLS<sup>3</sup> surveys are only available for the Fall and Spring semesters. -EGLS3 surveys are not offered during the Summer semester due to logistical constraints.

<http://www.hccs.edu/resources-for/current-students/egls3-evaluate-your-professors/>

### Campus Carry Link

Here's the link to the HCC information about Campus Carry:

<http://www.hccs.edu/departments/police/campus-carry/>

### HCC Email Policy

When communicating via email, HCC requires students to communicate only through the HCC email system to protect your privacy. If you have not activated your HCC student email account, you can go [to HCC Eagle ID](#) and activate it now. You may also use Canvas Inbox to communicate.

### Housing and Food Assistance for Students

Any student who faces challenges securing their foods or housing and believes this may affect their performance in the course is urged to contact the Dean of Students at their

college for support. Furthermore, please notify the professor if you are comfortable in doing so.

This will enable HCC to provide any resources that HCC may possess.

## **Office of Institutional Equity**

Use the link below to access the HCC Office of Institutional Equity, Inclusion, and Engagement (<http://www.hccs.edu/departments/institutional-equity/>)

### **disAbility Services**

HCC strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability (including long and short term conditions, mental health, chronic or temporary medical conditions), please meet with a campus Abilities Counselor as soon as possible in order to establish reasonable accommodations. Reasonable accommodations are established through an interactive process between you, your instructor(s) and Ability Services. It is the policy and practice of HCC to create inclusive and accessible learning environments consistent with federal and state law. For more information, please go to <http://www.hccs.edu/support-services/disability-services/>

### **Title IX**

Houston Community College is committed to cultivating an environment free from inappropriate conduct of a sexual or gender-based nature including sex discrimination, sexual assault, sexual harassment, and sexual violence. Sex discrimination includes all forms of sexual and gender-based misconduct and violates an individual's fundamental rights and personal dignity. Title IX prohibits discrimination on the basis of sex-including pregnancy and parental status in educational programs and activities. If you require an accommodation due to pregnancy please contact an Abilities Services Counselor. The Director of EEO/Compliance is designated as the Title IX Coordinator and Section 504 Coordinator. All inquiries concerning HCC policies, compliance with applicable laws, statutes, and regulations (such as Title VI, Title IX, and Section 504), and complaints may be directed to:

David Cross  
Director EEO/Compliance  
Office of Institutional Equity & Diversity  
3100 Main  
(713) 718-8271  
Houston, TX 77266-7517 or [Institutional.Equity@hccs.edu](mailto:Institutional.Equity@hccs.edu)  
<http://www.hccs.edu/departments/institutional-equity/title-ix-know-your-rights/>

### **Office of the Dean of Students**

Contact the office of the Dean of Students to seek assistance in determining the correct complaint procedure to follow or to identify the appropriate academic dean or supervisor for informal resolution of complaints.

<https://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-complaints/speak-with-the-dean-of-students/>

## **Department Chair Contact Information**

Division Chair: Ken Hernandez, [kenneth.hernandez@hccs.edu](mailto:kenneth.hernandez@hccs.edu), 713-718-2468

Division Admin Assistant: Lyssa Wilson, [melissa.wilson3@hccs.edu](mailto:melissa.wilson3@hccs.edu), 713-718-5125