

COURSE SYLLABUS
BUSML 4387 – Lean Logistics
Fall 2018 – Session 1

Instructor:	Thom Rogers	Class Day & Time:	TTH 5:30 pm – 6:50 pm
Office:	Fisher Room 50		
Office Hours:	By Appointment	Location:	Schoenbaum Room 300
Primary Phone:	440-668-5172	Credit Hours:	1.5
E-mail:	rogers.1097@osu.edu		

Revised: August 3, 2018

Course Description & Prerequisites - Examines using Lean tools and insights to remove bottlenecks and impediments to efficient, effective logistics, resulting in reduced logistics costs and improved service. This course will include lectures, guest visits, in-class games & simulations, and readings.

Prerequisites: BUSML 4380 Advanced Logistics Management; BUSMHR 2291 Applied Business Skills & Environment II

Textbook – “*Building a Lean Fulfillment Stream*” by Robert Martichenko & Kevin von Grabe (ISBN 978-1-934109-19-9).

Sources:

- Your bookstores
- Architecture Library (1 copy)
- Amazon.com
http://www.amazon.com/Building-Fulfillment-Stream-Robert-Martichenko/dp/1934109193/ref=sr_1_1?ie=UTF8&qid=1364397246&sr=8-1&keywords=building+a+lean+fulfillment+stream
- Lean Enterprise Institute
<http://www.lean.org/BookStore/ProductDetails.cfm?SelectedProductId=272&ProductCategoryId=1>

Communication - OSU Carmen will be used as the primary source for class information and posting.

Course Method - Classes will be conducted using an interactive format combining: class discussions, lectures, guest speakers, simulations/games, and text readings. Everyone is expected to participate in class and to prepare by reading the appropriate readings prior to the class meeting. Because of the participative nature of the class, attendance is critical and attendance will be taken. Excessive absences will be noted and will affect your participation grade. If you think you'll miss class, please let instructor know in advance.

Americans with Disabilities Act - If you have a disability, as defined by the Americans with Disabilities Act (ADA), which requires classroom/course accommodation or auxiliary aids, please inform me of your needs during the first week of class so that I can take appropriate action.

Course Disclaimer - The schedule, policies, and assignments contained in this course syllabus or on the course website are subject to change in the event of extenuating circumstances, class progress, or by mutual agreement between the instructor and the students.

General Course Instructions - All cellular phones, pagers and other electronic communication devices are to be turned off during class. Any electronic recording of the lecture or presentations is not authorized without prior approval by the instructor or guest speakers. The only exceptions will be those authorized in writing by the Office of Disability Services.

Attendance Policy - Fisher College of Business strongly enforces University attendance policies. As per University rule 3335-8-33, any student may be disenrolled from a course for failure to attend by the first Friday of the term, or by the 3rd instructional day of the term, or by the second class meeting, whichever occurs first. For more on the rule, visit here: <http://trustees.osu.edu/rules/university-rules/rules8/ru8-33.html>

Evaluation/Grading Criteria

Final Exam – 400 points

There will be a final exam, in our classroom, on the last day of our course. The exam will be composed of fifty (50) multiple choice questions, each worth ten (8) points.

Gemba Presentation – 400 points

Teams of 4-5 will put together a Powerpoint Presentation. The team must:

- Pick a business where a repeatable process is executed.
- Select a repeatable process on which to focus the presentation.
- Observe, measure, and analyze the process and suggest improvements. The focal process can be industrial or routine. Complex processes are not essential. Rather, students should focus on a process that allows for direct observation, interviews with those performing the work, and measurement of inputs and outputs. Talk to/interview the people who execute the process; no one knows that process better than they do!
- A process map **must** be used to capture the process work steps, and be included in the presentation.
- Based on your observation and evaluation, offer suggestions on how the existing process might be made “leaner” and be improved, by eliminating waste. Feel free to share your findings with the people you interview.
- The presentation will be at least 8, and no more than 12, pages in length. Tables and figures are expected. A schedule for presenting will be developed once the teams are identified.
- The presentation should be a minimum of 10 minutes and no more than 15 minutes.
- All students will evaluate presentations and hand in an evaluation sheet for EACH presentation.

The bases for grading (and expectations) are the same for individuals as they are for team efforts. Also, should your teammate drop the course, the remaining members are responsible for the paper. If you find you’re having trouble with a teammate, let the instructor know as soon as possible; the day your presentation is due is too late!

Class Participation – 150 points

Class participation will be graded based on classroom participation for hands=on activities (which means you have to show up). Participation will be evaluated based on quality and frequency of participation. “Quality” is defined as factually correct, in-context and constructive. Your participation and performance on class quizzes will be combined for your class participation grade. Because class attendance and participation is important, missed quizzes may not be made up.

Current Events Speech – 50 Points

In order to show examples of Lean in industry, students will find articles relating to “Lean in the News”. A 2 minute summary to the class will be required. We will take a portion at the end of each class for these presentations. A schedule will be developed for all students to present.

Overall Grading Criteria & Scale

Criteria		Grading Scale	
	Points	Point Total	Grade
Final Exam	400	930 - 1000	A
Gemba Paper	400	900 – 929	A-
Class Participation	150	870 – 899	B+
Lean in the News	50	830 – 869	B
	1000	800 – 829	B-
		770 – 799	C+
		730 – 769	C
		700 – 729	C-
		670 – 699	D
		600 and Below	E

Schedule and Assignments (Subject to Change)

<i>Week</i>	<i>Date</i>	<i>Topic</i>	<i>Guest Speaker (If Any)</i>	<i>Assignment</i>
1	8/21	<ul style="list-style-type: none"> • Course Overview and Expectations • Class Introductions • The Lean Fulfillment Stream Part 1 		
1	8/23	<ul style="list-style-type: none"> • The Lean Fulfillment Stream Part 2 		BLFS, Part 1
2	8/28	<ul style="list-style-type: none"> • The Supply Chain Game, Part I 	Gemba Teams Picked	BLFS, Part 2
2	8/30	<ul style="list-style-type: none"> • The Supply Chain Game, Part II 		
3	9/4	<ul style="list-style-type: none"> • Getting Started and the Current State 		
3	9/6	<ul style="list-style-type: none"> • Envisioning the Future State 		BLFS, Part 3
4	9/11	<ul style="list-style-type: none"> • Customer Collaboration & Outbound Logistics 		BLFS, Part 4
4	9/13	<ul style="list-style-type: none"> • Shipping, Receiving, Trailer-Yard Management & Material Ordering 		BLFS, Part 5
5	9/18	<ul style="list-style-type: none"> • Inbound Logistics & Supplier Collaboration 		BLFS, Part 6
5	9/20	<ul style="list-style-type: none"> • Lean Logistics – Going Forward • Gemba Presentations 		BLFS, Part 7
6	9/25	<ul style="list-style-type: none"> • Gemba Presentations 		
6	9/27	<ul style="list-style-type: none"> • Final Exam Study Session 		
7	10/2	<ul style="list-style-type: none"> • Potential Guest Speaker 		
7	10/4	<ul style="list-style-type: none"> • Final Exam – In Class 		