

Faculty Senate Course Form

Effective Date: **Fall 2025**

Submission Date: 9/13/24

Department: **TWL**

College of: **Technology**

Contact Person: **Andy Klenke**

Prefix: **Chair**

Create New, Revise, Inactivate, or Reactivate: **New**

Course #: **ID210**

Course Form:

- Used to create new course numbers or new prefixes.
- Used to change Name, Grading, Hours, Description, Reactivate
- Used to inactivate a course from the current catalog. Courses are never deleted. They are made inactive and can be legislated to become active again.

1. Purpose/Justification for the Changes:

This course will be used as part of the Industrial Distribution program and will be a required course. The course will introduce the students to all aspects of Industrial Distribution to include inventory management, movement of goods, supply chain management, statistical controls, transportation, and manufacturing management.

2. Is this related to, and/or affect, any other department/college/unit curricula or programs at Pittsburg State University? *If "Yes", please provide an explanation. Provide documentation of any discussions (e.g. copies of emails, memos, etc.) that have occurred.*

Yes No

3. Is this course to be considered for General Education?

If "yes" this requirement will need approval of the General Education Committee after the revisions have been approved by Faculty Senate. The General Education Course Approval form will also need to be submitted.

Yes No

4. Will this course be required of any education majors?

If "yes," this requirement will need approval of the Council for Teacher Education before upload to "College Curriculum Legislation" in SharePoint.

Yes No

5. Will additional resources or costs be required?

Yes No

If so, what will be needed?

Explanation on 2: This course is part of the Industrial Distribution degree, which is a collaborative effort with the College of Business which will host the Supply Chain Management degree. Utilizing courses for both degrees will streamline resources within the university while providing more options for students

6. Will any additional course fees be required (e.g. equipment, clothing, travel, licensing, etc.)?
 If "yes," complete the Course Fee Form on the Faculty Senate website, it will need to gain approval of the President's Council.

Yes No

7. Objectives/Student Learning Outcomes for NEW courses only, as it will appear in the syllabus:
Attach with upload.

8. Assessment Strategies (e.g. exams, projects, university rubric, etc.), as it will appear in the syllabus:
Attach with upload.

Course Numbers cannot be changed, only created.

	Existing	New/Proposed
Title:		Industrial Distribution Fundamentals
Course Number:		ID210
Credits:		3
Grading System:	Select One	A-F, IN
Pre/Co-Requisite(s):		None
Course Description:		Industrial Distribution Fundamentals will examine how industrial products move from raw materials to customer. Students will learn the different types of industrial distribution, inventory control/management, various products, channel members and services the members provide. The course will introduce key distribution topics such as operational analysis, effectiveness, as well as employment opportunities and advancement within the field of industrial distribution.

Authorization Sign-Off

Checklist

- | | |
|-------------------------------------|-----------------------------------|
| <input checked="" type="checkbox"/> | Required fields completed. |
| <input checked="" type="checkbox"/> | Syllabus attached for new courses |
| <input checked="" type="checkbox"/> | Assignment Strategies Attached |

-Approved: Department Chair/Director

Date: 9/26/24

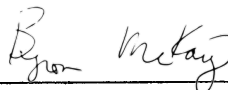
Signature, Chair/Director: _____



-Approved: College Curriculum Committee

Date: 11/13/24

Signature, Committee Chair: _____



-Approved: Dean of College

Date: 11/13/24

Signature, Dean: _____



-Approved: Council for Teacher Education (if applicable)

Date: _____

Signature, Council Chair: _____

-Approved: University Undergraduate Curriculum Committee

Date: _____

Signature, Committee Chair: _____

-Approved: Faculty Senate

Date: _____

Signature, Recorder Faculty Senate: _____

Originating Department(s): After completing this form, please upload it to the SharePoint, within the appropriate College folder, "Preliminary Legislation", to allow for review and questions. Any modifications should be saved as "original file name.v2.docx" and uploaded as well.

Following final College Curriculum Committee approval, please apply the appropriate signatures, and send them to your College Administrator.

Pittsburg State University
Department of Technology and Workforce Learning
Bachelor of Science in Industrial Distribution Program

COURSE TITLE: GRT 210-01 Industrial Distribution Fundamentals

COURSE SCHEDULE: On campus

INSTRUCTOR: Staff

Office: E222

Phone: 620-235-4371

E-mail: staff@pittstate.edu

Fax: 620-235-4020

COURSE DESCRIPTION: Industrial Distribution Fundamentals will examine how industrial products move from raw materials to customer. Students will learn the different types of industrial distribution, inventory control/management, various products, channel members and services the members provide. The course will introduce key distribution topics such as operational analysis, effectiveness, as well as employment opportunities and advancement within the field of industrial distribution.

PRE/CO-REQUISITES: None

IDF COURSE OBJECTIVES: By the end of the course students should be able to:

- define industrial distribution, understand its history, and explain how it impacts local, regional, national and global transportation of goods.
- describe and correctly select the appropriate types of industrial distribution depending on need.
- utilize forecasting models to control inventory.
- be able to define manufacturing controls and implement a master production schedule.
- describe products moved through industrial distribution.
- develop and implement a functioning distribution model.
- identify and implement basic inventory controls using inventory software.
- describe supply chain management and its components.
- list the functions of services of each channel member group conducts.
- interpret operational and financial analyses using statistical controls, and apply those interpretations to improve an ineffective system.
- effectively implement reverse logistic strategies to a return network model.
- understand the employment and advancement opportunities in the field of industrial distribution.
- effectively work in a team environment and utilize problem-solving skills.

REQUIRED TEXT AND MATERIALS:

Elements of Manufacturing, Distribution and Logistics, 2019, Thomopoulos, Nick T., ISBN: 879-3-319-26861-3

EVALUATION CRITERIA:

		<u>Grading Scale</u>
1. Lab assignments/Presentations*	40%	A= 90%-100%
2. Written work, Quizzes and Exams*	35%	B= 80% - 89.99%
3. Professionalism Grade*	10%	C= 70% - 79.99%
4. Final Exam	<u>15%</u>	D= 60% - 69.99%
	TOTAL 100%	F= 59.99% and lower

PROFESSIONALISM: The professionalism grade is based on the attributes of being an industrial distribution professional to include class participation, cooperation, enthusiasm/good attitude, ability to follow instructions, and completion of lab/written assignments.

ATTENDANCE: Regular attendance is important, expected and required. Absences: More than three (3) absences is considered excessive and will result in a reduction in your final grade. On your fourth absence, the highest grade you could receive will be a “B”, on the 5th absence, the highest grade you could receive would be a “C”, etc. Tardies: Every three (3) tardies will equate to an absence.

ASSIGNMENT SUBMISSIONS/ASSESSMENT/INCOMPLETES: Assignments and documents will be posted to the Canvas Learning Management System unless other means is specified. Further instruction and assistance will be provided in the management of assignments through the Canvas LMS. LATE WORK IS NOT ACCEPTED DURING THE DURATION OF THE COURSE. The instructor reserves the right to award zero points for late submission. Late work/submission will not be accepted except under the following listed circumstances. No make-ups for missed assignments unless you have documentation for the following:

1. Organized PSU trip
2. Illness of student
3. Illness or death in immediate family

Each one of these will require either a doctor's statement, a signed statement from the individual in charge of the trip, or an obituary with note.

It is expected that you have assignments completed on time and to an acceptable standard. Missing one or two small assignments will have a minimal impact on your grade. Missing several small or any large assignments will significantly impact your grade. Any work missed DUE to an absence is the responsibility of the student to inquire about and turn in on time.

Incomplete grade submissions are an exception and will be assessed individually base on supportive evidence provided by the student. Additionally, the highest grade you can receive on an incomplete will be a “B” which will only be given in special cases approved by the school director.

Respondus LockDown Browser, Respondus Monitor, and Turnitin will be used in this course if a student’s work is questionable. Many universities and associations believe that using more than 5-10% of other’s work in your document (even if quoted and cited correctly) is too much; that you haven’t done enough original work. PSU subscribes to Turnitin which checks how much of your work is original. This is not just used to check for plagiarism but also for originality. Turnitin’s similarity index should be no more than 10%. If the similarity index of a student’s submission is more than 10%, the instructor has the right to deduct points (down to a 0%), drop you, or award you a failure grade. Systemic cheating could remove you from campus.

WRITTEN EXAMS: Quizzes and exams will be utilized to test a student’s cognitive ability to remember and apply facts and concepts related to Industrial Distribution. The quizzes and exams will be formative and summative in nature, and will be comprised of a variety of text questions to include: Simple T/F, Modified T/F, Multiple Choice, Fill-In-The-Blank, Matching, Short Answer, Problems and Essay. The length of the exams will be valid, reliable, objective, and comprehensive. A final exam will be used to assess the student’s understanding of course content at the end of the semester.

PROJECT BASED LEARNING: Project Rubrics will be utilized on all projects as an authentic assessment. The following is an example of the group i-TraCS project. Other projects will utilize a similar rubric system which is part of both written work and lab assignments.

WRITTEN EVALUATION				
	20-18	17-16	15-1	0
	Exceeds Expectations	Meets Expectations	Falls Below Expectations	No Credit
REPORT Development _____	Evidence and reasoning are entirely appropriate to the audience and purpose and are richly developed. The sequence of ideas supports development of the main idea; transitions and other features are used to reinforce organization.	Evidence and reasoning are adequate to support claims. The assignment is complete. Ideas are grouped into paragraphs, and paragraph breaks are used to indicate shifts in focus. The sequence of ideas is clear but not necessarily ideal.	Support for claims is inadequate or superficial or contains significant inaccuracies in information or reasoning, or parts of the assignment are underdeveloped. The sequence of ideas is frequently confusing or unclear, or grouping and division of ideas does not effectively support the main point.	The report was not submitted
REPORT Content _____	The report included a description of ALL systems and how they were used. A detailed description defines the benefits of the system design. A detailed evaluation of teamwork, construction and efficiency were provided at the conclusion of the paper.	The report listed all systems but not more than one system was not described. A description of the benefits of the system design was included but lacked detail. An evaluation of teamwork, construction and efficiency were provided at the conclusion of the paper but lacked sufficient detail.	The report included a listing of all systems used but provided little detail. Many systems were not defined. Few details described the benefits of the system design. Failed to evaluate any of the following: teamwork, construction and efficiency.	The report was not submitted
REPORT Technical Style _____	Sentences are clear, effective, and coherent; vocabulary is broad. Tone, word choice, and syntax are appropriate for the paper's audience and purpose.	Word choice, sentence structure, and tone are generally successful at communicating the writer's intentions and are appropriate for college-level writing.	The document is understandable but is frequently marred by confusing, ineffective, or inappropriate sentences; or word choice, sentence structure, or tone are inappropriate for college-level writing.	The report was not submitted
REPORT Editing _____	The paper is nearly free of errors of spelling, grammar, punctuation, word choice, and formatting.	Errors of spelling, grammar, punctuation, word choice, and/or formatting may be present but are not intrusive.	Errors of spelling, grammar, punctuation, word choice, or formatting are frequent, noticeable, and/or intrusive.	The report was not submitted.

REPORT Time Management —	Written report was proofed and turned in as a final copy on time in a professional manner.	Written report was submitted completed but failed to be proofed. Copy was readable but had errors that proofing would have corrected, looked last minute.	Written report not turned in on time and needed at least one proof, possibly two. Definitely last minute with minimal effort put forth.	The report was not submitted.
PROJECT EFFICIENCY				
	100-90 Exceeds Expectations	89-80 Meets Expectations	79-1 Falls Below Expectations	0 No Credit
SYSTEM Efficiency —	I-TrACS moves between 800 and 985 points based on the efficiency of the system.	I-TrACS moves between 500 and 799 points based on the efficiency of the system.	I-TrACS moves between 0 and 499 points based on the efficiency of the system.	Did not participate in the project.
EFFICIENCY/TEAMWORK/CREATIVITY				
	100-90 Exceeds Expectations	89-80 Meets Expectations	79-1 Falls Below Expectations	0 No Credit
GROUP Efficiency/ Timeliness —	Complete efficient project, greatest efficiency during competition. Small modifications could be made to improve the system.	Complete project, Second best efficiency during competition, could be improved to increase efficiency.	Minimal completeness. Very poor time trials. Multiple failures during the competition.	Did not complete project, not ready for testing
GROUP Creativity/ Design —	A very interesting use of materials and layout design. All systems work together to accomplish the goal.	Interesting layout but not as efficient as it could be. Design cost time during the testing.	Layout and design average. Took considerable time to complete the task. Multiple errors during the competition.	Did not complete project, not ready for testing
GROUP Teamwork —	Complete teamwork observed. No team member was excluded. Every member was cross-trained on systems to increase efficiency.	Although the team completed the task, it was apparent that team members were not cross-trained on various systems. As a result, system efficiency dropped as students were forced to rotate from workstation to workstation.	Worked independently to finish project. Not all team members working indicating marginal team participation. Reluctant to work together, team excludes members without consultation.	Did not work on the project.

ACADEMIC INTEGRITY: Academic integrity in this class is a top priority. If you are caught cheating or have plagiarized an assignment, the instructor has the right to drop you or award you a failure grade. Keep in mind that utilizing AI assistance can be considered plagiarism and could result in academic dishonesty charges. Be sure to check with the instructor

to approve any use of AI on coursework. The university academic integrity policy is included in the syllabus supplement.

SYLLABUS SUPPLEMENT: Pittsburg State University encourages students to take full advantage of campus resources. Information about the campus resources and other information, notifications, and policies (academic integrity, dead week, etc.) students should be aware of, can be found through the syllabus supplement link for the current semester that can be found on PSU's web site at chrome- https://www.pittstate.edu/registrar/_files/documents/syllabus-supplement-spring-2024-1.pdf.

INLEMENT WEATHER POLICY: Class cancellation will be at the discretion of university leadership and is usually announced early on the morning of the weather event. If the university cancels classes, this class will not meet. If you are commuting from any distance and you feel it is unsafe for you to come to class, you will need to email the instructor and let them know you will not be able to make it.

TENTATIVE SCHEDULE (Can accommodate 1 day, 2 day and 3 day courses)

WEEK	CLASS CONTENT	MAJOR ASSIGNMENTS
Week 1	Introduction Chapter 1 - Forecasting Chapter 2 – Forecasting Erros	Review Course Site, Read Syllabus and Policies Forecasting and Forecast Errors Worksheets
Week 2	Chapter 3 – Order Quantity	Inventory Control Activity
Week 3	Chapter 4 – Safety Stock	Inventory Control Activity:
Week 4	Chapter 5 - Replenishments	Inventory Control Activity
Week 5	Chapter 6 – Distribution Control	Mock-up Distribution Control Activity
Week 6	Chapter 7 – Manufacturing Control	Manufacturing Control Worksheet
Week 7	Chapter 8 – Just-In-Time Manufacturing	Rokenbok JIT Activity
Week 8	Chapter 9 - Assembly	Pen Activity – Single source vs mass production
Week 9	Chapter 10 – Statistical Process Control	SPC Software Activity/Six Sigma
Week 10	Chapter 11 – Distribution Networks	Excel Activity
Week 11	Chapter 12 – Supply Chain Management	Logistical Organization
Week 11	Chapter 13 – Transportation	Integrated Transportation and Containerization System (i-Tracs) Activity
Week 12		i-Tracs Activity
Week 13		i-Tracs Testing
Week 14	Chapter 14 – Reverse Logistics	Return to Sender Activity
Week 15		Reverse Logistics Exercise Final Exam Review
Week 16	Final Exam	Final Exam