

Saint Leo University

MGT 377

Procurement, Purchasing, and Vendor Management

Course Description:

This course is an introduction to the field of procurement, purchasing, and vendor management, including an overview of inbound logistics and its relationship to purchasing processes and strategies, including cost and price considerations, vendor assessment, legal aspects of a purchasing contract, inbound quality issues, and materials management.

Prerequisite:

MGT 309

Textbooks:

Wisner, J. D., Leong, G. K., & Tan, K. (2019). *Principles of supply chain management: A balanced approach* (5th ed.). Boston, MA, USA: Cengage Learning. ISBN: 9781337406499

Global Supply Chain Simulation from Harvard Business

Business majors specializing in Project Management are also required to purchase the following:

A Guide to the Project Management Body of Knowledge (PMBOK guide) (6th ed.). (2017). Newtown Square, PA: Project Management Institute. ISBN: 9781628253825

Learning Outcomes:

Upon course completion, students will be able to:

- 1) Explain the relationship between the purchasing function and the other functional areas within the organization and with other external members of the supply chain.
- 2) Understand, describe, and work within the legal aspects of the purchasing function.
- 3) Integrate purchasing with the just-in-time system of inventory management.
- 4) Identify and practice the appropriate supplier/vendor selection and management techniques.
- 5) Understand and apply the concepts of price determination, bargaining, and negotiation within the purchasing function.
- 6) Know how to evaluate and purchase transportation services.
- 7) SLU Core Values: Internalize and practice the Saint Leo core values of excellence, respect, responsible stewardship, and integrity.

Core Values:

Excellence: Saint Leo University is an educational enterprise. All of us, individually and collectively, work hard to ensure that our students develop the character, learn the skills, and assimilate the knowledge essential to become morally responsible leaders. The success of our University depends upon a conscientious commitment to our mission, vision, and goals.

Respect: Animated in the spirit of Jesus Christ, we value all individuals' unique talents, respect their dignity and strive to foster their commitment to excellence in our work. Our community's strength depends on the unity and diversity of our people, on the free exchange of ideas and on learning, living, and working harmoniously.

Responsible Stewardship: Our Creator blesses us with an abundance of resources. We foster a spirit of service to employ our resources to university and community development. We must be resourceful. We must optimize and apply all of the resources of our community to fulfill Saint Leo University's mission and goals.

Integrity: The commitment of Saint Leo University to excellence demands that its members live its mission and deliver on its promise. The faculty, staff, and students pledge to be honest, just, and consistent in word and deed.

Evaluation:

Points and grades for this course will be distributed as follows:

Graded Item:	Weight
Discussions: (8)	10%
Simulation (1)	10%
Case Studies (2 @ 10% each)	20%
Quizzes	10%
Project	30%
Final Exam	20%
Total	100%

Grading Scale:

Grade	Score (%)
A	94-100
A-	90-93
B+	87-89
B	84-86
B-	80-83
C+	77-79
C	74-76
C-	70-73
D+	67-69
D	60-66
F	0-59

Discussions:

Each module will include a discussion question assignment. The discussion questions may stem from the text, the AVP, or from independent Internet searches. For each discussion question, you are required to post a substantive initial response (worth a possible 8 points), as well as substantial responses (250 words) to at least two classmates (worth a possible 2 points).

Project:

Complete an APA formatted 10-page paper on the supply chain management of a desired company. Use the subject areas covered in at least three chapters of the textbook as well as scholarly journals to support your project. You should incorporate the core values as it relates to your desired company. For example; "My company is Walmart and my selected chapter topics are JIT, supply chain strategy and negotiations." You will also present a PowerPoint presentation summarizing the written assignment with a time limit of 20 minutes. Please see the project rubric attached to the assignment submission folder.

Simulation:

You will work in groups of two or three to complete the simulation assignment. Decisions will be on how to design and manage the supply chain of a global mobile phone product line. You will gain experience in forecast demands, choosing suppliers with varied cost, lead times and capabilities. This simulation will occur over a 4-year period, allowing you time to refine your decisions. At the completion of the simulation, your team will present a 15 minute debrief video.

Case Studies:

There will be two case studies in this course. Case studies require the ability to assess the presented situation and then synthesize this information to make recommendations that minimize the risk for other organizations. Detailed guidelines can be accessed from within the module content.

	Assigned	Due
Case Study 1	Module 2	no later than Sunday 11:59 PM EST/EDT of Module 2
Case Study 2	Module 4	no later than Sunday 11:59 PM EST/EDT of Module 4

Course Schedule:

Module 1 Introduction to Purchasing and Supply Chain Management

Objectives

When you complete this module, you should be able to:

- Explain the relationship between the purchasing function and the other functional areas.
- Defend the legal aspects of the purchasing function.
- Specify the importance of ethics in purchasing.
- Illustrate how sourcing is integrated into corporate strategy.

Assignments

Items to be Completed:	Due No Later Than:
Post introduction to classmates	Thursday 11:59 PM EST/EDT
Read Chapters 1	
Read PMBOK Chapter 1	
Complete D2L activities	
Post initial response to discussion question	Thursday 11:59 PM EST/EDT
Post responses to at least two classmates	Sunday 11:59 PM EST/EDT

Module 2 Material and Inventory Management

Objectives

When you complete this module, you should be able to:

- Practice the activities of materials management.
- Give examples of how to integrate purchasing with the just-in-time system of inventory management.
- Associate the appropriate supplier/vendor selection and management for a given situation.

Assignments

Items to be Completed:	Due No Later Than:
Read Chapter 7	
Complete D2L activities	
Post initial response to discussion question	Thursday 11:59 PM EST/EDT
Complete Case Study 1	Sunday 11:59 PM EST/EDT
Post responses to at least two classmates' posts	Sunday 11:59 PM EST/EDT

Module 3 Just-In-Time (Lean) Purchasing

Objectives

When you complete this module, you should be able to:

- Explain the relationship between the purchasing function and the other functional areas.
- Integrate purchasing with the just-in-time system of inventory management.
- Identify and practice the appropriate supplier/vendor selection and management techniques.

Assignments

Items to be Completed:	Due No Later Than:
Read Chapter 5	
Complete D2L activities	
Post initial response to discussion question	Thursday 11:59 PM EST/EDT
Post responses to at least two classmates' posts	Sunday 11:59 PM EST/EDT

Module 4**Purchasing and Supply Chain Strategy****Objectives**

When you complete this module, you should be able to:

- Identify and practice the appropriate supplier/vendor selection and management techniques
- Practice the concepts of price determination, bargaining, and negotiation within the purchasing function
- Show the SLU Core Values: Internalize and practice the Saint Leo core values of excellence, respect, responsible stewardship, and integrity

Assignments

Items to be Completed:	Due No Later Than:
Read Chapters 3 & 4	
Complete D2L activities	
Read PMBOK Chapter 8	
Post initial response to discussion question	Thursday 11:59 PM EST/EDT
Quiz	Sunday 11:59 PM EST/EDT
Post responses to at least two classmates' posts	Sunday 11:59 PM EST/EDT
Case Study 2	Sunday 11:59 PM EST/EDT

Module 5**Global Sourcing and Total Quality Management (TQM)****Objectives**

When you complete this module, you should be able to:

- Demonstrate the appropriate supplier/vendor selection and management technique
- Argue the concepts of price determination, bargaining and negotiation.

Assignments

Items to be Completed:	Due No Later Than:
Read Chapters 8	
Complete D2L activities	
Read PMBOK Chapter 8	
Post initial response to discussion question	Thursday 11:59 PM EST/EDT
Simulation	Sunday 11:59 PM EST/EDT
Post responses to at least two classmates' posts	Sunday 11:59 PM EST/EDT

Module 6**Price Analysis and Negotiations****Objectives**

When you complete this module, you should be able to:

- Contrast the appropriate supplier/vendor selection and management techniques.
- Select the concepts of price determination, bargaining, and negotiation within the purchasing function.
- Demonstrate the SLU Core Values: Internalize and practice the Saint Leo core values of excellence, respect, responsible stewardship, and integrity.

Assignments

Items to be Completed:	Due No Later Than:
Read Chapters 2	
Read PMBOK Chapter 12	
Complete D2L activities	
Post initial response to discussion question	Thursday 11:59 PM EST/EDT
Post responses to at least two classmates' posts	Sunday 11:59 PM EST/EDT

Module 7**Transportation and Equipment Acquisitions****Objectives**

When you complete this module, you should be able to:

- Discuss the concepts of price determination, bargaining and negotiation within the purchasing function.
- Critique the evaluation and purchasing process for the transportation services

Assignments:

Items to be Completed:	Due No Later Than:
Read Chapters 9	
Complete D2L activities	
Post initial response to discussion question	Thursday 11:59 PM EST/EDT
Project Due	Sunday 11:59 PM EST/EDT
Presentation Due	Sunday 11:59 PM EST/EDT
Post responses to at least two classmates' posts	Sunday 11:59 PM EST/EDT

Module 8**Purchasing Within Health Care and Professional Services****Objectives**

When you complete this module, you should be able to:

- Explain the healthcare purchasing process
- Discuss the market trends affecting healthcare supply chain management
- Discuss the marker trends unique to the healthcare industry

Assignments:

Items to be Completed:	Due No Later Than:
Read Chapters 13 & 14	
Read PMBOK Chapter 13	
Complete D2L activities	
Post initial response to discussion question	Thursday 11:59 PM EST/EDT
Submit Final Exam	Sunday 11:59 PM EST/EDT
Post responses to at least two classmates' posts	Sunday 11:59 PM EST/EDT