



DRAFT SYLLABUS, Fall 2012

**LOG 102 Hybrid Online and Full Online (Sections 2005 and 2006)
Transportation and Distribution, 5 credits
Hybrid Online Meets Mondays, 4 – 7 pm, Classroom 16-106**

Instructor:

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Office hours: Monday afternoons prior to or following class

Welcome to TCC's Transportation and Distribution course. Logistics activities represent about 10% of the national economy, so this is a crucial industry with a variety of career opportunities. In this course you will learn big picture issues as well as nitty-gritty details that will make you better informed and help you in your jobs. Active participation by the students works well in this course. In class and online discussions you will be able to provide input and share your (hopefully informed) opinions about controversial and current transportation issues.

Required Text:

“Transportation: A Supply Chain Perspective”, Seventh Edition, by Coyle, Novack, Gibson & Bardi, South-Western Cengage Learning, 2011. ISBN 978-0-324-78919-5. Stocked in the TCC bookstore. You may be able to find used copies, but make sure it is the 7th edition. **Avoid buying the international version of this book, as the content is different.**

Supplemental (suggested) text:

“Dictionary of International Trade”, Ninth Edition, by Edward Hinkelman and World Trade Press, 2010, ISBN 978-1-60780-049-1. This normally costs \$70, but last year I was able to find copies for \$20 a piece, so stand by for more information on this.

Additional reading assignments will be posted on the course Angel site in the Lessons/ Assignments section. Although the instructor will make every effort to make students aware of new assignments and assignment due dates, students are responsible for regularly reviewing the site to learn of new requirements.

Course Learning Objectives: This course will introduce students to the role and importance of transportation and distribution of cargo in the nation's economy and overview the operations of each mode of the transportation industry. Students will be introduced to the carrier cost structures and operating characteristics, and public policy as it relates to transportation regulations. Practical aspects of transportation and

distribution such as planning, routing, scheduling and loading cargo, and adhering to regulatory, safety, security and administrative requirements will be stressed.

On completion of this course, a student will be able to:

1. Be able to describe the evolution and development of transportation systems in North America and explain the factors that influenced such developments. (COK)
2. Explain transportation's role in logistics and supply chain management, and its relationship to the marketing activities of an organization. (COK, CRT)
3. Identify various transport modes and intermodal combinations available for inbound and outbound freight. (COK)
4. How distribution should be customer oriented and adding value. (CRT)
5. Demonstrate knowledge of the transportation and distribution sector in the Puget Sound region.
6. Demonstrate an overall understanding of arranging transportation (COK, CRT)
7. Understand and apply knowledge of appropriate transportation modes in conjunction with loading and unloading processes. (COK, CRT)
8. Summarize the major tools for transportation policy and planning and how they are used in the regulation of transport. (COK)
9. Recognize unsafe material, equipment, and operations, and offer corrective actions. (COK, CRT)
10. Demonstrate an understanding of the proper procedures for loading cargo and ensuring that all safety, security, regulatory, packaging, customs, and customer requirements are met in accordance with company policies. (COK)
11. Demonstrate working knowledge of the appropriate industry terminology and paperwork, including e-paperwork, particular to transportation and distribution. (COK)
12. Be familiar with the methodologies in use in transportation networks to secure the network against disasters and terrorism. (COK, CRT)

Tacoma Community College has identified six college-wide student learning outcomes that form the foundation of our educational emphasis: 1) communication (COM), 2) critical thinking & problem-solving (CRT), 3) responsibility & ethics (RSP), 4) information & information technology (IIT), 5) living & working cooperatively (LWC), and 6) core of knowledge (COK). These are noted on the objectives above.

Course Structure: Knowledge and skills will be gathered through readings, lectures (incl. one or two guest presenters), possibly a field trip, online class discussions, and working on short case studies. Hybrid online and online students will have access to the same material, and in-class lectures will be recorded and made available to all students shortly after each in-class session is complete. Online students are welcome to attend all in-class sessions if desired, and are encouraged to participate if we do a field trip.

Technology: This class is a hybrid-online/online class so students must have access to a computer that supports internet access. Class information, assignments, and grades will be posted on the class Angel web site. In addition, assignments will be

submitted via this site. During the first meeting, the instructor will review the access methods for the various course components.

Other Required Resources:

- Adequate preparation time. You are expected to be an active participant in your learning process. This means you need to read the text assignments, prepare the case exercises and the project, and do any required outside research.
- Responsibility for your own learning. Keeping up with assignments is especially challenging in an online course - you have the responsibility for your own development and are responsible for planning and pacing yourself.

Performance Evaluation: Your performance will be evaluated on the total number of points that you earn during the quarter. The course components and their point values are:

Component	Points Available
Ten written case studies @ 40 pts. each	400
Midterm and final exam (multiple choice and short essay style) @ 150 pts. each	300
Project report (individually or in teams of 2)	200
Class participation and discussion board postings *	100
Total points available	1,000

* Online students are expected to participate on the discussion board in lieu of classroom attendance

- **THE CASE STUDIES:** One case analysis will be due every session, starting with week 2. These are fairly short cases from the textbook or posted in Angel. You will write a page or two (around 400-700 words) with thoughtful answers or suggestions to the questions following each assigned case. Your answers should be submitted electronically in Angel. Please respect the due dates for these cases: Every Monday at midnight.
- **THE MIDTERM & FINAL EXAMS** will be online (thus open book and notes) and will cover the material from the first and second half of the course, respectively. In addition to multiple choice questions there will be short essay questions, allowing you to demonstrate your subject knowledge and express your opinions and impressions about the logistics and transportation sector. The allowable time is 2 hours per exam.
- **THE PROJECT** will be due at the end of the quarter. You (and one classmate if you want to team up) may choose to write about a regulatory agency, a

transportation policy issue or a mode of transportation. More information about this will be discussed in class and posted in ANGEL. It is expected that the student will submit a written 5-10 page report for this projects (2,000+ words)

- **PARTICIPATION AND DISCUSSION:** Hybrid students will be rewarded for attendance and active participation, while all students will be rewarded for participating in online discussions and contributions (providing useful links, suggestions for further reading, etc.) Please observe generally acceptable protocols in your postings, keeping them professional, on point, and refraining from personal attacks and rambling political or religious diatribes. Constructive comments and criticism are what we are after and will learn from.

Points will be posted in the grades section of Angel as they are earned (throughout the quarter, your total course grade will often appear wrong, as Angel compares partial completions against the total possible for the whole quarter). Your grade for the quarter will be based on the percentage of available points according to the following scale:

94% to 100%	A
90 to 93.9	A-
87 to 89.9	B+
83 to 86.9	B
80 to 82.9	B-
77 to 79.9	C+
73 to 76.9	C
70 to 72.9	C-
67 to 69.9	D+
63 to 66.9	D
60 to 62.9	D-
Less than 59.9%	E

Class Policies:

- **Academic Dishonesty:** Academic dishonesty includes (1) cheating, (2) Plagiarism, (3) fabrication, and (4) academic misconduct. Cheating is an act of dishonesty by which the student misrepresents that he or she has mastered information on an academic exercise that in fact has not been mastered. Plagiarism is the inclusion of someone else’s words, ideas, or data as one’s own work without acknowledgement. Fabrication is the intentional use of invented information or the falsification of research or other findings with the intent to deceive. Academic misconduct is the intentional violation of a college policy. **ACTS OF ACADEMIC DISHONESTY ARE SUFFICIENT GROUNDS FOR EARNING A GRADE OF “E” IN THE COURSE.**
- **A few words about plagiarism:** We have had situations where students have copied and pasted entire sections from articles they have found on the internet into their case write-ups and even exams. This is of course a no-no, and fairly

easy for the instructor to check by googling the submissions. If you feel you need to quote outside material, **do it sparingly (maybe a sentence or two) and always cite your sources in an appropriate manner** (using APA or IEEE conventions, for example). The best learning is writing things in your own words.

- **Withdrawal:** Students may withdraw from the class before the 50th calendar day of the quarter following the procedures detailed in the TCC Catalog. Withdrawal before the 11th day of the quarter does not require an instructor's signature. Withdrawal between the 11th and 50th day of the quarter requires an instructor's signature and results in a grade of "WI" for the class. Saving a grade point average is not a valid reason to withdraw. For other situations and/or circumstances affecting withdrawal, please see the TCC Catalog and the instructor.
- **Challenges to Your Success:** If you are specially challenged to meet your learning objectives, please arrange to see me to discuss what the college and I can reasonably do to help you meet your goals. It is best to have the discussion early in the quarter.
- **Approved Excuse:** If you are unable to meet class due dates, an approved excuse is defined as an excuse pre-approved by your instructor, a death in your immediate family or a severe illness to yourself or a member of your immediate family. In the cases of a death or a severe illness, a written verification by a third party may be required. Severe illness to a member of your immediate family will not qualify if the illness is extended and other care can be planned.
- **Course concerns:** If you have questions or concerns about this class or an instructor, please make an appointment to talk to the instructor about your concerns. If the instructor is unable to resolve your concerns, you may talk next with the Dean of the Business Division. The Dean can assist with information about additional steps, if needed.
- **Class Outline and Schedule:** An outline and reading plan will be provided by the first session of the quarter. Updated course information can be found at the Angel site for LOG102.
- **Assistance with electronic portal and Angel:** See separate document on tutorials and help with the Angel Content Management system that we use.