

Integrated Studies in Procurement and Acquisitions Management

PROC-6000

S2 2021 Section FL 3 Credits 03/15/2021 to 05/14/2021 Modified 02/19/2021

Meeting Times

Due to continuing COVID concerns, class will be conducted via Zoom). Students are advised to refer to the class website in Canvas, or to contact the instructor at bwootten@webster.edu or 703-855-0805 by Monday, March 15 for further information.

Students are required to attend class during Week 1 or they may be dropped from the course.

Lecture, Virtual Discussions

Thursdays

Thursday, 5:30 PM to 9:30 PM, Zoom and World Wide Classroom

NOTICE: Class 1 occurs on Thursday, March 18 at 5:30 PM - Mandatory

Contact Information

Instructor: Professor Bradley Q Wootten, MSSM, MPM®, CIPM®

Email: bwootten@webster.edu

Phone: 703-855-0805

Office Hours

Sunday, Monday, Tuesday, Wednesday, Thursday, Friday, Saturday, 4:00 PM to 9:30 PM, Zoom, Telephone, Canvas

Instructor is available to meet with students as needed. Meetings may be scheduled individually, either in person, by email, Zoom, or telephone.

Description

The student is expected to synthesize and integrate the learning experiences acquired in procurement and acquisitions management and to evaluate the research and current topics relative to this major. Techniques used to accomplish these goals may vary.

Requisites

Completion of all other required courses in this major

Objectives

Outcomes

- The students will be able to know and explain the important terminology, facts, concepts, principles, and theories used in the field of Procurement and Acquisition Management. These will consist of the mandatory topics taught in the pre-requisite, advanced

core courses, and integrative capstone course.

- The students will be able to apply the important terminology, facts, concepts, principles and theories in the field of Procurement and Acquisition Management and to analyze simple to moderately complex factual Procurement and Acquisition Management situations by applying the integration of his/her knowledge from previous PROC core curriculum courses to the completion of an academic research paper.
- The students will be able to comprehend and be able to demonstrate the process or result of integrating the separate elements, ideas, concepts, principles, and practices from previous PROC core curriculum courses.
- The students will be able to assess the effectiveness of their solutions by quantitatively or qualitatively measuring their results against theory-based criteria and standards of performance by quantitatively assessing, analyzing, and synthesizing a connected and coherent model in PROC.
- The students will be able to utilize themselves as scholar-practitioners, capable of creatively synthesizing intellectual explanation of PROC models with methodological competencies and experience-based perceptual skills and judgment which will enhance his/her professional skill set for the conduct of purchasing and supply management activities in the public or private sector.

Required Textbook

No Textbook Unless Required by Instructor

Deliverables

Report: Assignment 1: Finalized Topic and Premise

Submit Assignment 1, uploaded via the Assignments Section of the Class Website in Canvas (See Evaluation Section Below for Details).

Project Status to Date: Assignment 2

Submit Assignment 2, uploaded via the Assignments Section of the Class Website in Connections (See Evaluation Section Below for Details).

Project Working Draft: Assignment 3

Submit Assignment 3, uploaded via the Assignments Section of the Class Website in Connections (See Evaluation Section Below for Details).

Final Written Project: Assignment 4

Submit Assignment 4, Final Written Project, uploaded via the Assignments Section of the Class Website in Connections.

Assessment: Student Learning Assessment

If this course is selected to complete the Student Learning Assessment, it will be available through the Class Website in Connections, completed by the student, and uploaded within the website by Week 9. Instructor will provide additional guidance in class.

Evaluation

Criteria

Type	Weight	Topic	Notes
Assignment 1	10%	Topic and Premise	Submit final Topic and Premise, via upload to class website in Connections by Saturday, COB of Week 2.

Type	Weight	Topic	Notes
Assignment 2	20%	Situational Analysis, Premise and Disclaimers, Detailed Work Plan. and a 3 Page Discussion of the Planned Research Methodology Inclusive of Survey Approach and Bibliography.	Submit via upload to class website in Connections by Saturday, COB Week 3. Students should pay special attention to the section concerning their Research Methodology and ensure that it contains a comprehensive description of their research process, the tools used (surveys, questionnaires, etc.), and a bibliography of references used or contemplated for use during the conduct of their project.
Virtual Discussion Week 5 (5:30 PM, 4/15/21)	+/- 5% grade adjustment	Mega Trends In Purchasing and Acquisition	Students research and present a topic of their choosing that is relevant to the course and the times.
Assignment 3	30%	Outline and Working Draft of Final Paper.	Submit via upload to class website in Connections by Saturday, COB Week 6. This document should be sufficiently detailed to demonstrate major progress towards completion of the final written paper; however, it is understood that much of the material will still be in draft form and is subject to change as students refine their research and written work.
Assignment 4	40%	Final Written Project	Submit via upload to class website in Connections by Friday, COB Week 9.

Schedule

When	Topic	Notes
Discussion, Working Session Week 1 03/18/2021 5:30 PM - 9:30 PM TBD	Course Introduction	NOTICE: Due to Covid-19 closures, class will meet virtually using Zoom, a link to which is on the class website in Canvas. Topics: Course Introduction and Student Review of Preliminary Topic Readings: Instructor provided notes and guidelines for written capstone project. Students should come prepared to discuss their proposed research topic and premise.
Working Session Week 2 03/25/2021 5:30 PM - 9:30 PM TBD	Discuss, Review Progress	Discuss and evaluate situation analysis, premises and disclaimers and detailed work plan. Review primary research and questionnaire development. Submit Assignment 1 by Saturday, Week 2.
Working Session Week 3 04/01/2021 5:30 PM - 9:30 PM TBD	Discuss, Review Progress	Discuss research, writing tools, and student progress. Submit Assignment 2 by COB Saturday Week 3.
Working Session Week 4 04/08/2021 5:30 PM - 9:30 PM TBD	Discuss, Review Progress	Review and submit secondary research, survey and individual progress. The Student Learning Assessment will be a subject of this class session so students should review the Assessment Materials.

When	Topic	Notes
Virtual Discussion using Zoom. Week 5 04/15/2021 5:30 PM - 9:30 PM TBD	Discuss, Review Progress, Virtual Class Session	Evaluate progress on student research and compare with work plan previously submitted. During Week 5 students are expected to participate in a Virtual Class Session and Discussion concerning Megatrends that will be held via Zoom beginning at 5:30 PM.
Working Session Week 6 04/22/2021 5:30 PM - 9:30 PM TBD	Discuss, Review Progress	Discuss status of research and progress. Submit Assignment 3 by COB Saturday, Week 6.
Working Session Week 7 04/29/2021 5:30 PM - 9:30 PM TBD	Discuss, Review Progress	Continue review of student research and conduct individual discussions to access progress.
Working Session Week 8 05/06/2021 5:30 PM - 9:30 PM TBD	Discuss, Review Progress	Continue student discussions and review of student research and project development, arrange individual meetings to assess progress. Students should ensure completion of End of Course Evaluations which should be released and available during Week 8..
Final Class and Course Wrapup Week 9 05/13/2021 5:30 PM - 9:30 PM TBD	Course Wrapup	Submit Assignment 4, Final Written Project COB Friday, Week 9 Also, Submit Student Learning Assessment if conducted for this term. (Submissions to be via upload to class website in Connections). ONLINE EVALUATION: https://evaluation.webster.edu - also posted in WorldClassroom available weeks 8 & 9

* Course Policies

Class one is *essential* to attend as the capstone coursework is mapped out during this session.

Please silence all cell phones during class (set to vibrate for emergency calls is acceptable).

Institutional Policies

Academic Policies

Academic policies provide students with important rights and responsibilities. Students are expected to familiarize themselves with all academic policies that apply to them. Academic policies for undergraduate students can be found in the Undergraduate Studies Catalog; graduate students should review the Graduate Studies Catalog.

[Undergraduate Studies Catalog](#)

The Undergraduate Studies Catalog contains academic policies that apply to all undergraduate students. The *academic policies and information* section of the catalog contains important information related to **attendance, conduct, academic honesty, grades, and more**. If you are an undergraduate student, please review the catalog each academic year. The current Undergraduate Studies Catalog is at:

<http://www.webster.edu/catalog/current/undergraduate-catalog/> (<http://www.webster.edu/catalog/current/undergraduate-catalog/>)

Graduate Studies Catalog

The Graduate Studies Catalog contains academic policies that apply to all graduate students. The *academic policies* section of the catalog contains important information related to **conduct, academic honesty, grades, and more**. If you are a graduate student, please review the catalog each academic year. The current Graduate Studies Catalog is at:

<http://www.webster.edu/catalog/current/graduate-catalog/> (<http://www.webster.edu/catalog/current/graduate-catalog/>)

Grading

The Grades section of the academic catalog outlines the various grading systems courses may use, including the information about the final grade reported for this class.

Undergraduate

<http://www.webster.edu/catalog/current/undergraduate-catalog/academic-policies.html#grading>
(<http://www.webster.edu/catalog/current/undergraduate-catalog/academic-policies.html#grading>)

Graduate

<http://www.webster.edu/catalog/current/graduate-catalog/academic-policies.html#grades>
(<http://www.webster.edu/catalog/current/graduate-catalog/academic-policies.html#grades>)

Incomplete

There are important policies that govern grades of Incomplete (I), including the circumstances under which Incomplete grades are granted, deadlines for completion, and consequences should the remaining course work not be completed. It is the responsibility of a student who requests an Incomplete to ensure that he/she understands and follows the policies.

Grade Appeals

Instructors are responsible for assigning grades, and student should discuss grade issues with the instructor. Policies and procedures for appealing grades are available in the appropriate catalog.

Academic Honesty Policy

Webster University is committed to academic excellence. As part of our Statement of Ethics, we strive to preserve academic honor and integrity by repudiating all forms of academic and intellectual dishonesty, including cheating, plagiarism and all other forms of academic dishonesty. Academic dishonesty is unacceptable and is subject to a disciplinary response. Students are encouraged to talk to instructors about any questions they may have regarding how to properly credit others' work, including paraphrasing, quoting, and citation formatting. The university reserves the right to utilize electronic databases, such as Turnitin.com, to assist faculty and students with their academic work.

The University's Academic Honesty Policy is published in academic catalogs:

Undergraduate

<http://www.webster.edu/catalog/current/undergraduate-catalog/academic-policies.html>
(<http://www.webster.edu/catalog/current/undergraduate-catalog/academic-policies.html>)

Graduate

<http://www.webster.edu/catalog/current/graduate-catalog/academic-policies.html>
(<http://www.webster.edu/catalog/current/graduate-catalog/academic-policies.html>)

As a part of the University commitment to academic excellence, the Academic Resource Center provides student resources to become better acquainted with academic honesty and the tools to prevent plagiarism in its many forms:

Statement of Ethics

Webster University strives to be a center of academic excellence. The University makes every effort to ensure the following:

- The opportunity for students to learn and inquire freely
- The protection of intellectual freedom and the rights of professors to teach
- The advancement of knowledge through scholarly pursuits and relevant dialogue

To review Webster University's statement of ethics, see the Undergraduate Studies Catalog and the Graduate and Studies Catalog:

Undergraduate

<http://www.webster.edu/catalog/current/undergraduate-catalog/overview.html#ethics>
(<http://www.webster.edu/catalog/current/undergraduate-catalog/overview.html#ethics>)

Graduate

<http://www.webster.edu/catalog/current/graduate-catalog/ethics.html> (<http://www.webster.edu/catalog/current/graduate-catalog/ethics.html>)

Contact Hours for this Course

It is essential that all classes meet for the full instructional time as scheduled. A class cannot be shortened in length. If a class session is cancelled for any reason, the content must be covered at another time.

Important Academic Resources

Academic Accommodations

Webster University makes every effort to accommodate individuals with academic/learning, health, physical and psychological disabilities. To obtain accommodations, students must identify themselves and provide documentation from a qualified professional or agency to the appropriate campus designee or the Academic ADA Coordinator at the main campus. The Academic ADA Coordinator may be reached at 314-246-7700 or disability@webster.edu (<mailto:disability@webster.edu>).

If you have already identified as a student with a documented disability and are entitled to classroom or testing accommodations, please inform the instructor of the accommodations you will require for this class at the beginning of the course.

Academic Resource Center

Additional support and resources may be accessed through the Academic Resource Center (ARC). Support and resources include academic counseling, accommodations, assistive technology, peer tutoring, plagiarism prevention, testing center services, and writing coaching. Visit www.webster.edu/arc (<http://www.webster.edu/arc>) or Loretto Hall 40 on the main campus for more information.

Student Success Portal

Webster University's Student Success Portal, powered by Starfish, is a communications tool to connect students with faculty members and campus support services. It allows faculty and staff members to communicate with you regarding academic achievements as well as areas where support may be helpful. You may use the portal to contact faculty and staff members for assistance and to arrange meetings. Activity in the portal will be communicated to your Webster University email account. The Student Success Portal is available via your course home page in WorldClassRoom or via Connections. Learn more about the Student Success Portal at <http://www.webster.edu/success/students.html> (<http://www.webster.edu/success/students.html>).

University Library

Webster University Library is dedicated to supporting the research needs and intellectual pursuits of students throughout the University's worldwide network. Resources include print and electronic books, journal articles, online databases, DVDs and streaming video, CDs and streaming music, datasets, and other specialized information. Services include providing materials at no cost and research help for basic questions to in-depth exploration of resources. The gateway to all of these resources and services is <http://library.webster.edu> (<http://library.webster.edu/>). For support navigating the library's resources, see

<http://libanswers.webster.edu/> (<http://libanswers.webster.edu/>) for the many ways to contact library staff.

Drops and Withdrawals

Drop and withdrawal policies dictate processes for students who wish to unenroll from a course. Students must take proactive steps to unenroll; informing the instructor is not sufficient, nor is failing to attend. In the early days of the term or semester, students may DROP a course with no notation on their student record. After the DROP deadline, students may WITHDRAW from a course; in the case of a WITHDRAW, a grade of W appears on the student record. After the WITHDRAW deadline, students may not unenroll from a course. Policies and a calendar of deadlines for DROP and WITHDRAW are at:

Undergraduate

<http://www.webster.edu/catalog/current/undergraduate-catalog/enrollment.html>
(<http://www.webster.edu/catalog/current/undergraduate-catalog/enrollment.html>)

Graduate

<http://www.webster.edu/catalog/current/graduate-catalog/enrollment.html>
(<http://www.webster.edu/catalog/current/graduate-catalog/enrollment.html>)

Academic Calendar - <http://www.webster.edu/academics/academic-calendar/>
(<http://www.webster.edu/academics/academic-calendar/>)

Current tuition rates, policies, and procedures, including details of pro-rated tuition refunds, are available in the "Tuition, Fees, and Refunds" section of Webster's Academic Catalogs:

Undergraduate

<http://www.webster.edu/catalog/current/undergraduate-catalog/tuition.html>
(<http://www.webster.edu/catalog/current/undergraduate-catalog/tuition.html>)

Graduate

<http://www.webster.edu/catalog/current/graduate-catalog/tuition.html> (<http://www.webster.edu/catalog/current/graduate-catalog/tuition.html>)

Student Handbook and Other Important Policies

Student handbook and other non-academic policies may apply to you and may impact your experience in this class. Such policies include the student code of conduct, privacy, technology and communications, and more. Please review the handbook each year and be aware of policies that apply to you. The handbook is available at:

<http://www.webster.edu/student-handbook/> (<http://www.webster.edu/student-handbook/>)

Sexual Assault, Harassment, and Other Sexual Offenses

Webster University makes every effort to educate the community to prevent sexual assault, harassment, and other sexual offenses from occurring, and is committed to providing support to those affected when this behavior does occur. To access information and resources or to review the Policy on Sexual Assault, Harassment, and Other Sexual Offenses, visit:

<http://www.webster.edu/sexual-misconduct/> (<http://www.webster.edu/sexual-misconduct/>)

Research on Human Subjects

The Webster University Institutional Review Committee (IRB) is responsible for the review of all research on human subjects. The IRB process applies to all Webster University faculty, staff, and students and must be completed prior to any contact with human subjects. For more information on the IRB, visit:

<http://www.webster.edu/irb/index.html> (<http://www.webster.edu/irb/index.html>)

Course Evaluations

At the end of this course, you will have the opportunity to provide feedback about your experience. Your input is extremely valuable to the university, your instructor, and the department that offers this course. Please provide your honest and thoughtful evaluation, as it helps the university to provide the best experience possible for all of its students.

Important Technology Information

Connections Accounts

Webster University provides all students, faculty, and staff with a University email account through Connections. Students are expected to activate their Connections account and regularly check incoming University email. Students may choose to have their University email forwarded to an alternate email address. Connections account holders can call the Help Desk (314-246-5995 or toll free at 1-866-435-7270) for assistance with this setup. Instructions are also provided on the Information Technology website at:

<http://www.webster.edu/technology/service-desk/> (<http://www.webster.edu/technology/service-desk/>)

WorldClassRoom

WorldClassRoom is Webster's Learning Content Management System (LMS). Your instructor may use WorldClassRoom to deliver important information, to hold class activities, to communicate grades and feedback, and more. WorldClassRoom is available using your Connections ID at:

<https://worldclassroom.webster.edu/> (<https://worldclassroom.webster.edu/>)

Webster Alerts

Webster Alerts is the University's preferred emergency mass notification service, available free to current students, faculty and staff at all US campuses. By registering a valid cell phone number and email address, you will receive urgent campus text, voice mail and email communications. Valuable information concerning a range of incidents affecting you - from weather-related campus closures, class delays and cancellations, to more serious or life-threatening events - are immediately and simultaneously delivered through multiple communication channels. To register for Webster Alerts, visit:

<http://www.webster.edu/technology/services/webster-alerts/> (<http://www.webster.edu/technology/services/webster-alerts/>)

Campus Information

Webster University - Joint Base Andrews NAF:

1413 Arkansas Road Ste. 103

Joint Base Andrews NAF, MD 20762

Phone (301) 420-2256

aafb@webster.edu

The course will meet remotely this term: websteru.webex.com/join/bwootten
(<https://webster.campusconcourse.com/websteru.webex.com/join/bwootten>)

Additional Items

Pre-Assignment for Week 1

Review notes and other reading materials from previous PROC classes. Consult with Instructor and discuss materials for the PROC 6000 course contained at Connections - My Courses Login. **COME TO CLASS WITH A STRAWMAN IDEA FOR YOUR TOPIC AND PREMISE.**

Emerson Library: library.webster.edu

There is a live chat feature - home page, contact a librarian (middle of page, middle box): Chat with a librarian on left side (might have to scroll down a bit) - accessible 24 hours a day.

The WSBT subject librarian is:

Business & Management	Mary Anne Erwin	800-985-4279	maerwin@webster.edu
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Please use these excellent resources - the chat is perfect when you do not know where to start