

CALIFORNIA STATE UNIVERSITY, CHICO  
College of Engineering, Computer Science, and Construction Management  
**Department of Mechanical and Mechatronics Engineering and Advanced Manufacturing**

**AMAR 458, Project Management, Section 01, Fall 2023**

<b>Instructor:</b>	Christopher Wise-Presnell
<b>Office location:</b>	OCNL 422
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<b>Office hours:</b>	Monday 6:45 pm – 7:45 pm And by Appointment (Please email for scheduling)
<b>Class days and times:</b>	M,W 5:30 pm – 6:45 pm
<b>Classroom:</b>	O'Connell Center 254
<b>Prerequisites:</b>	Senior Standing

**Course Usage of Blackboard Learn**

Copies of the course syllabus and major assignments may be found on Blackboard Learn. You are responsible for regularly checking the online resources, which is accessed through the Chico State Portal at <http://portal.csuchico.edu>. Support materials for the course will be provided via the portal and it is expected that you will either have hardcopies or electronic access to the materials during in-class activities.

**Course Description and Goals**

This course familiarizes students with techniques for managing technical projects while they design, plan, and implement a manufacturing project through the mock-up stage. Students work in groups on projects of mutual interest to gain experience in planning and updating schedules. Students learn to define requirements, estimate and manage resources, and structure decisions and trade-offs. Discussion includes global project management and supply chain responsibility. Emphasis is placed on group dynamics in communication and problem solving

**Student Learning Objectives**

- A. To provide experience in using the concepts, techniques, and decision tools available to manage projects.
- B. To expand the student's basic understanding of the importance of work breakdown structures and networks to planning, scheduling, and controlling projects.
- C. To create an awareness of the importance of social capital and the need to manage project stakeholders.
- D. To provide an opportunity to practice effective project management.

## Course Content Learning Outcomes

Upon successful completion of this course, students will be able to:

- A. Construct a project scope statement and assess the priorities of a project
- B. Create a work breakdown structure and responsibility matrix
- C. Develop a network schedule for a project
- D. Create a project network
- E. Identify the critical path of project schedule
- F. Resolve the impact resource constraints has on a project plan
- G. Develop strategies for expediting project completion
- H. Initiate action to manage project stakeholders
- I. Interpret project performance indices
- J. Manage the project close-out phase

## Required Texts/Readings (note where available)

### Required Reading:

Kogon, Kory, et al. *Project Management for the Unofficial Project Manager*. BenBella Books, 2015. ISBN 9781941631102

Kerzner, Harold. *Project Management (Case Studies)*. John Wiley & Sons, 2013 ISBN 9781118022283

### Optional Reading:

Goldratt, Eliyahu. *The Goal*. North River Press Publishing Corporation, 1984 ISBN 9780884270614

## Classroom Protocol

It is expected that students are in-class prior to each class, as the class will start promptly at the scheduled time.

Students will be assigned groups for in-class activities. It is critical that all group members attend class. There is no practical way to make-up group activities and therefore no credit is possible for individuals that miss a class activity. Any students missing, or not participating, in three group activities with-out prior approval (including quizzes) will have their final grade reduced by 10%.

The use of technology is encouraged for coursework and activities, however extra-curricular activities (phone calls, texting, email, web surfing, etc.,) is not recommended during class. Students are expected to be engaged in learning.

## Communication

If you need to meet or contact me outside of class hours, please attend office hours or email [cpresnell@csuchico.edu](mailto:cpresnell@csuchico.edu). In the event that I need to contact the class members for matters between class meetings (schedule, assignment, or class changes, etc.,) it will be done via your university email account linked to the Portal. University policy requires students to monitor campus email accounts and it is suggested that you set up email forwarding if you have another preferred email account.

## Dropping and Adding

You are responsible for understanding the policies and procedures about add/drops, academic renewal, etc. You should be aware of the new deadlines and penalties for adding and dropping classes.

## Assignments and Grading Policy

Assignments are due according to the class schedule and are subject to change depending on course progress through the semester. Changes to the schedule will be announced during class or via the communication protocol described above.

Any homework class assignments are due at the start of the class and must be submitted in person. Late work is not accepted.

## Course Grade Breakdown:

Individual Work (50%)	
Unit Exams	25%
Homework	25%
Group Work (50%)	
Class Activities	20%
Team Project Presentation	15%
Contribution	15%
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Total	100%

Students are allowed to have notes for use on any exam. However, the tests have a set time for completion that requires you to have the necessary knowledge to master the test. Make-up work or exams are not allowed unless there is acknowledged agreement before the occurrence or documented proof after.

## University Policies and Campus Resources

### Academic integrity

Students are expected to be familiar with the University's Academic Integrity Policy. Your own commitment to learning, as evidenced by your enrollment at California State University, Chico, and the University's Academic Integrity Policy requires you to be honest in all your academic course work. Faculty members are required to report all infractions to the Office of Student Judicial Affairs. The policy on academic integrity and other resources related to student conduct can be found at: <http://www.csuchico.edu/sjd/integrity.shtml>.

### Campus Policy in Compliance with the American Disabilities Act

Students with disabilities requesting accommodations must register with the DSS Office (Disability Support Services) to establish a record of their disability. Special accommodations for exams require ample notice to the testing office and must be submitted to the instructor well in advance of the exam date. be contacted through their website, <http://www.csuchico.edu/itss>.

## **Student Services**

Student services are designed to assist students in the development of their full academic potential and to motivate them to become self-directed learners. Students can find support for services such as skills assessment, individual or group tutorials, subject advising, learning assistance, summer academic preparation and basic skills development. Student services information can be found at: <http://www.csuchico.edu/current-students>.

## **Americans with Disabilities Act**

If you need course adaptations or accommodations because of a disability or chronic illness, or if you need to make special arrangements in case the building must be evacuated, please make an appointment with me as soon as possible, or see me during office hours. Please also contact Accessibility Resource Center (ARC) as they are the designated department responsible for approving and coordinating reasonable accommodations and services for students with disabilities. ARC will help you understand your rights and responsibilities under the Americans with Disabilities Act and provide you further assistance with requesting and arranging accommodations.

### **Accessibility Resource Center**

<http://www.csuchico.edu/arc>

530-898-5959

Student Services Center 170

[arcdept@csuchico.edu](mailto:arcdept@csuchico.edu)

## **Confidentiality and Mandatory Reporting**

As an instructor in the California State University system, one of my responsibilities is to help create a safe learning environment on our campus. Please be aware that the CSU has designated all faculty members as "Mandated Reporters" who must relay any knowledge of sexual assault, intimate partner violence or stalking to their campus Title IX officer. A student who wishes to speak to someone in confidence should contact the Counseling and Wellness Center (898-6345) or Safe Place (898-3030). Information on campus reporting obligations and other Title IX related resources are available here: [www.csuchico.edu/title-ix](http://www.csuchico.edu/title-ix).

## **Student Learning Center**

The mission of the Student Learning Center (SLC) is to provide services that will assist CSU, Chico students to become independent learners. The SLC prepares and supports students in their college course work by offering a variety of programs and resources to meet student needs. The SLC facilitates the academic transition and retention of students from high schools and community colleges by providing study strategy information, content subject tutoring, and supplemental instruction. The SLC is online at <http://www.csuchico.edu/slc>. The University Writing Center has been combined with the Student Learning Center.

**Covid Reminder:** The CSU requires students to be fully vaccinated against COVID-19 unless you have an approved exemption. As of March 12, 2022, masks are optional in most locations on campus for students, faculty, staff, and visitors, regardless of vaccination status. Policies and requirements regarding COVID-19 are subject to change pursuant to campus, local, state and/or federal guidelines.

Please note that dishonesty relating to the vaccination policy and/or your failure to comply with any other COVID-19 related safety policy or mandate, including the face covering requirement, may result in disciplinary action against you through the office of Student Conduct, Rights and Responsibilities, which can include suspension or expulsion from the California State University system.

Individuals unable to wear a face covering due to a medical condition should contact the Accessibility Resource Center by phone at (530) 898-5959 or by email at [ardept@csuchico.edu](mailto:ardept@csuchico.edu) .