George Mason University

Graduate Course Approval/Inventory Form

Please complete this form and attach a copy of the syllabus for new courses. Forward it as an email attachment to the Secretary of the Graduate Council. A printed copy of the form with signatures should be brought to the Graduate Council Meeting. Complete the Coordinator Form on page 2, if changes in this course will affect other units.

Please indicate:  __x__ NEW  _____ MODIFY  _____ DELETE

Local Unit:  School of Management  Graduate Council Approval Date:

Course Abbreviation:  MSBM  Course Number:  712

Full Course Title:  Project Management in Bioscience Management

Abbreviated Course Title (24 characters max.):

Credit hours:  3  Program of Record:  BU

Repeatable for Credit?  ___ D=Yes, not within same term  Up to hours
___ T=Yes, within the same term  Up to  hours
  _x_ N=Cannot be repeated for credit

Activity Code (please indicate):  __x Lecture (LEC)  ___ Lab (LAB)  ___ Recitation (RCT)
      ___ Studio (STU)  ___ Internship (INT)  ___ Independent Study (IND)  ___ Seminar (SEM)

Catalog Credit Format  3 : 3 : 0  Course Level:  GF(500-600)  ___  GA(700+)  _x_

Maximum Enrollment:  20

Prerequisites or corequisites:  Admission to Bioscience Management Program or permission of instructor

Catalog Description (35 words or less)  Please use catalog format and attach a copy of the syllabus for new courses.:  MSBM 712 Project Management in Bioscience (3:3:0)  Prerequisites:  Completion of Bioscience Management core requirements or permission of instructor. Focuses on project scheduling, time-cost trade-offs, budgeting, cost control, and project monitoring. Special emphasis on cost-management aspects of projects in bioscience industries. Use of software and case studies.

For MODIFIED or DELETED courses as appropriate:

Last term offered:  Previous Course Abbreviation:  Previous number:

Description of modification:

APPROVAL SIGNATURES:

Submitted by:  ________________________________  email: ________________

Department/Program:  ________________________________  Date: ________________

College Committee:  ________________________________  Date: ________________

Graduate Council Representative:  ________________________________  Date: ________________
GEORGE MASON UNIVERSITY  
Course Coordination Form

Approval from other units:

Please list those units outside of your own who may be affected by this new, modified, or deleted course. Each of these units must approve this change prior to its being submitted to the Graduate Council for approval.

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<th>Unit:</th>
<th>Head of Unit’s Signature:</th>
<th>Date:</th>
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Graduate Council approval: ____________________________ Date: __________

Graduate Council representative: ______________________ Date: __________

Provost Office representative: _________________________ Date: __________
COURSE NUMBER: MSBM/MBA 712

COURSE TITLE: Project Management

TERM/YEAR: Summer Semester 2004

PROFESSOR: Gyan (John) Prakash, Ph.D., MBA  
Enterprise Hall, MSN 5F3  
Fairfax, VA 22030-4444  
Email: gprakash@gmu.edu  
Tel: 703-869-2013  
Fax: 703-993-1778  
Website: http://www.som.gmu.edu/faculty/profiles/jprakash.html

OFFICE HOURS: Tuesdays: 7 – 9 PM  
(Appointment by phone: 703-869-2013)

COURSE INFORMATION:

Entire Cohort meets Face-to-Face:

- May 15, 2004  1 - 5 PM  
- May 16, 2004  1 – 5 PM  
- August 26, 2004  1 – 5 PM  
- August 27, 2004  1 – 5 PM

Synchronous Session Dates:

- June 9, 2004  5:30 – 7:30 PM  
- June 21, 2004  8:30 – 10:30 AM  
- July 28, 2004  5:30 – 7:30 PM  
- August 11, 2004  5:30 – 7:30 PM

Deliverable Dates:

- Project 1: Project Manager Interview Presentation – June 9, 2004
DESCRIPTION OF COURSE AND OBJECTIVES:

The bioscience business sector is entering a bold era of product discovery, development, and marketing of new products that will change our lives beyond our imagination. The course will review the path from a promising laboratory invention to a functioning bioscience business. The rules of the business have changed in the new era of scientific discoveries and mounting regulatory environment. Building a bioscience business is unlike any other business these days. It requires clearly identifiable skills and assets, passes through recognizable stages of growth, and faces well known hurdles, but the environment in which a company has to operate is full of uncertainty. Global business competition can be counted on to do the unexpected and regulatory agencies are apt to change the rules with strong financial consequences. In addition, product and company valuation criteria determined by the Wall Street may create a very challenging scenario for the biotech executives and impact on the freedom of a bioscience product or company.

The course on “Project Management” explores the role of various interdisciplinary skills that are necessary to manage the business successfully. Project Management is now considered a core competency that is used in the business to outperform the competition. It has become a sought after skill in private and public sectors. From administrative levels to executives, many professionals are being asked to coordinate special initiatives and projects; often professionals today are called upon to manage several projects simultaneously. This program will introduce students to the skills needed when managing most projects. This program will also introduce you to project management tools that will be valuable in developing and maintaining a project plan.
Course Focus:

The program focus will be on developing a mission, setting goals, planning, task definition, task sequencing, work breakdown structure, scheduling, duration estimation, delegation, project tracking, project reporting, control and project evaluation. Special emphasis will be on managing the project teams in bioscience industry and how to make project management work in high tech industry. Many examples of project management in bioscience product development will be discussed in the course along with several case studies. The examples will cover biotechnology, pharmaceutical, contract research organization and government programs. The program will discuss R & D management issues and how they apply to project management. This course will be useful to anyone that desires to learn a practical, proven process for managing projects.

The course will consider some of the examples that are available. The course will also bring several key bioscience project managers to share their skills in order to increase learning opportunities for the students. Class sessions will include lecture, case discussion, guest speakers, and in-class exercises.

Grades:

The grades will include class attendance and participation points, research papers, and exams.

Active class participation
Projects
Exams

Course Approach

In covering the material of the major modules, the course will include:

- Lecture
- Group discussion
- Case studies and readings
- Team projects

Active participation in all class activities and lectures (including guest lectures) are essential to accomplish the goals of the class. What you achieve and take from this course will be largely a function of what you put into it.

Guest speakers will be invited to discuss various topics. Names will be announced as dates are firmed up. The course schedule may vary somewhat due to speaker availability.

➢ Text Books

1. Fundamental of Project Management (2nd Ed.)
   - James P. Lewis
   - ISBN 0-8144-7132-3

Suggested Reading and Reviews:


Additional Recommended Reading & References:


**Student Responsibilities:**

In addition to the course projects, students will be required to come to each class prepared to discuss course topics discussed and assigned prior to the class. Additional reading materials will be given in the class prior to the discussions.

**Method of Student Evaluation:**

**Grades are based on three course projects and the final exam.**

**Grading:**

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<th>Grade</th>
<th>Percent score</th>
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<tr>
<td>A</td>
<td>90 – 100</td>
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<tr>
<td>B</td>
<td>80 – 89.99</td>
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<tr>
<td>C</td>
<td>70 – 79.99</td>
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<td>D</td>
<td>&lt; 70</td>
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Your grade will be based on your performance on the following course requirements:

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Percent of Course Grade</th>
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<tbody>
<tr>
<td>Class Participation</td>
<td>10%</td>
</tr>
<tr>
<td>Project # 1</td>
<td>25%</td>
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<tr>
<td>Project # 2</td>
<td>35%</td>
</tr>
<tr>
<td>Final Examination</td>
<td>30%</td>
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**Class Participation**

The participation grade will include attendance (mandatory), discussions and presentations in class (except for the final presentation) as well as your participation as an audience for classmates and guest speakers. The importance of participation cannot be over emphasized. There is a wealth of talent in the class that should be tapped by all of us. Consider the class a safe environment on which to test ideas and thoughts.
Projects/Papers

The two project assignments will provide you with an opportunity to become familiar with many of the bioscience project management issues.

PROJECT # 1 & 2 SPECIFICATIONS: Meeting with a Bioscience Project Manager

- Application oriented project report and discussion, industry contact and interviews required
- Contact a Product Development team Leader in Bioscience Industry (preferably a technical person – MS, Ph.D., or an MD) to conduct an interview
- Take an appointment to visit his/her laboratory, learn about his/her product and company, working environment, and team
- Learn about his management issues, strengths and weaknesses and analyze them
- All research and citations should be referenced
- Project report - maximum 5 pages
- Presentation: - 5 minutes
- Single space, typed and hard/paper and electronic copies to be submitted

PROJECT # 3 SPECIFICATIONS:

Development of a Project Team and Operations Management Plan

- Choose a partner to work with
- Choose a bioscience therapeutic area
- Together start a hypothetical bioscience company and pick the product you'd like to develop and lead
- Prepare a project operations plan for 5 years and decide what technical expertise you want to hire
- Develop a hiring plan and personnel plan for 5 years in the product develop life cycle
- Develop your operations management plan for 5 years
- Develop your conflict resolution plan
- Develop your team budget for 5 years
- Defend your team budget and hiring plan to the senior management
- Individual project plan to be written: maximum 15 pages
- Joint presentation with your partner: 15 minutes
- Single space, typed and hard/paper and electronic copies to be submitted
General Presentation Guidelines

The two key reasons for creating any written or oral presentation in a business setting are to impart knowledge and to persuade. These goals are accomplished only when the person preparing the presentation is clear, concise, and correct. Quality and content are critical in the business world and will be an important determining factor of grades in this class.

Final Exam

The final exam will be either in class or take home, that may take approximately 3 hours to complete and will cover all topics discussed during the course. Dates for exams are shown on the course schedule.

You are expected to take exams at the scheduled date and time. Make-up exams will not be given after the exam date except in documented cases of serious illness or other emergencies. If you have a legitimate and unavoidable schedule conflict with an exam date, please discuss the situation with me as soon as you learn about it (and in all cases at least two weeks before the exam).

Academic Integrity Policy

Work on the homework assignments and the examinations in this course must represent your individual effort. If you have not already done so, please familiarize yourself with the provisions of the Honor Code, which are discussed in the Student Handbook.