BUS 375-002 – Fall 2018 MANAGING INFORMATION SYSTEMS

An overview of management and organizational issues surrounding the Information Systems/Information Technology function (IS/IT) and in its interaction with business functions within and between organizations. Topics will include: the evolution of the IS/IT functions, functional area systems, current trends, strategy, managing and acquiring IS resources and ethical issues surrounding IS/IT. *** Prerequisite: BUS 205 (or ADMN 205 or ADMN 265), BUS 210 (or ADMN 210), BUS 250 (or ADMN 250), BUS 275 (or ADMN 275), BUS 285 (or ADMN 285), BUS 288 (or ADMN 288), and BUS 290 (or ADMN 290), and BUS 007 *** * Note: Students may only receive credit for one of BUS 375, ADMN 375, and ADMN 435AI. *

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<tr>
<th>Class</th>
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<td>TR</td>
<td>5:30pm - 6:45pm</td>
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<th>Final Exam:</th>
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<tr>
<td>Dec 11, 2018</td>
<td>T 9:00am - 12:00pm</td>
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<th>Midterm:</th>
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<tr>
<td>Oct 25, 2018</td>
<td>R 5:30 - 6:45 pm</td>
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Instructor: Michelle Katchuck
Office hours: by appointment
E-mail: michelle.katchuck@uregina.ca (or via UR Courses email tool)

Course Description
This is an overview course on managing information systems (IS) in which information technology (IT) is an element. IT is embedded in the organizational/business unit/functional area and affects, shapes and is shaped by how work is done (processes), those who do and manage the work (people) and the way the business is organized (structure). These elements combined form the IS. Understanding the interrelationships between the elements and being able to anticipate and manage (do something about) them is integral to all managers, independent of area of speciality.

COURSE OBJECTIVES
On successful completion of this course, students should be able to:
1. Understand, anticipate and address managerial issues around the organization and management of information systems, in your functional areas and organization wide.
2. Bridge the communication gap between business users and IT personnel by developing the vocabulary and understanding and taking on your role as part of the information system.
3. Demonstrate knowledge and understanding of IT/IS and confidently interact with internal user groups and technology vendors.
4. Contribute to the group evaluation, development and acquisition of information systems that are consistent with organizational needs and abilities.
5. Read and interpret business and IT press articles and papers and distil the essential managerial and organizational issues, implications, and challenges.
6. Be aware of and understand the challenges of information security and the responsibility organizations have to protect their own data and personal information collected from others.
7. Identify potential ethical issues that emerge from the development and implementation of information systems both within and beyond organizational boundaries.
8. Seek out and understand the unique contextual factors that define all information system issues within individual organizations and the influence these factors have on the viability of options within that organization.

TEXT AND RESOURCE MATERIALS

COURSE WEB SITE: UR Courses
Any changes or announcements to the course will be posted or sent through UR Courses.

COURSE TEXT:
Primary Text:

Secondary Texts:
Both Open Source texts (chapters used and licenses are posted in UR Courses)


Chapter 2 Achieving Efficiency and Effectiveness through systems Especially, What is an Information System?
Chapter 10: Information Systems Development

**Cases:** There will be 4-5 Ivey cases and perhaps a short Harvard case that will be provided through UR Courses, the costs will be charged directly to students’ accounts. *These costs will show up at the end of the term.*

**ARTICLES:** The URL links of articles listed under Other Readings, in the Class Schedule below were verified at the time the outline was printed. You are responsible for downloading from the library database and reading prior to class.

**GRADING COMPONENTS**

Midterm 25%
Contribution 5%
*Issue/Tech Talks 10% (6% for research and in class presentation, 4% for moderating discussion and summary)*

Ivey case questions 20%

Final Examination 40% (27 APRIL 2018 - comprehensive)

Total: 100%

To receive credit for the course you must achieve at least 50% on the Final Examination and have a total course mark, per above, of at least 50%.

For information purposes, the following is taken directly from the 2017-2018 University Calendar, Section 5.10.

**GRADING GUIDE**

90-100: Outstanding
80-89: Very good
70-79: Above average
60-69: Generally satisfactory
50-59: Barely acceptable
0-49: Unacceptable

**CONTRIBUTION**

Contribution is an important part of the course and can occur in a variety of ways

a) *active in-class discussion on text readings,*

b) *active in-class discussion on article readings,*

c) *active in-class discussion on cases*

d) *active discussion on Issue Talks (on UR Courses),*
e) active discussion on other topics discussion board topics (on UR Courses), asking questions and/or helping to answer questions,
f) connecting current topics to prior material or other classes
g) offering insights based on past or current experience

The 10% contribution component of the final grade will reflect the quality of your contributions to the learning of others in the class. Participation will be on a voluntary basis or through warm or cold calls. Contribution grades will be the instructor’s assessment of the quality (not quantity) of individual student contributions to the learning of the class and recorded after every class and every discussion thread.

Note: On Discussion threads I have seen students post Yes, or No as their response to the questions posed by the group that presented. I viewed those as disrespectful and assigned negative contribution marks for that. This also applies when I find that moderators have asked for further comments from individual posters and those posters do not respond or post are made just hours before the thread closes.

Class attendance is not considered a contribution to the learning of others and therefore is not a positive factor in determining the contribution grade. A consistent failure to attend class indicates a deliberate decision to pass on the opportunity to contribute to the learning of others.

ISSUE/TECH TALK
To be done in groups in the time slots specified in the class schedule on UR Courses site. Students are responsible for signing up for one of these time slots. No other slots will be created. Three is the maximum per group. The signup sheet is posted on UR Courses. First come, first serve on time slots and topics. Students are responsible for getting their names and topics on the form.

Deliverable: A 20 minute (maximum) presentation on a specific current IT/IS issue taken from newspapers or other sources that involves a use or potential use of technology that has implications for management and/or organizations.

The topic is to be chosen with the instructor and the direction is to be agreed upon in advance. Students are expected prepare a brief (one paragraph) proposal that identifies, articulates and justifies their proposed topic.

Presentation Expectation: Teams are expected to identify the relevance of their topic to their peers, and present their research and findings. The goal is to bring the class up to speed on the issues(s) for subsequent discussion on UR Courses by the class. Your goal is to raise and describe the issue(s), not solve it (them). That is for class discussion on U R Courses.
Moderation Expectation: A UR Courses discussion thread will be open for one week after the presentation. The team presenting will moderate the discussion on the thread, adding information as necessary as well as directing and responding to the discussion. The team presenting has one week after the discussion thread closes to prepare a one page written summary of the discussion that took place and reflections on what the team might have done differently in presenting the topic or moderating it.

Non-Presenting Students Expectation: Students are expected to contribute to Discussion threads and offer considered, reflective opinions. Your turn will come and you need others to participate in your discussion. Last minute opinions will not be read. Failure to respond to the moderators will count as negative contribution.

Topics: In general, students choose their own topic based on personal interest, experience, or an issue seen in the news, business press, privacy commissioner reports, government auditor reports or other sources. Past topics include questions about Ashley Madison type breaches, radio frequency identification technology, data theft, data security, electronic health records (EHR), tele-commuting, national security and “lawful access” legislation in Canada (Bill C-51), employee monitoring, computer forensics, Sony hacks, specific work experience issues, an individual’s experience with identity theft and others. Issues that have appeared in the news in previous years include Premier Brad Wall using government files against a citizen and whistleblower, Sask Power Smart Metres, and medical files found in a dumpster in the Golden Mile Shopping Centre in Regina.

Ivey case questions

- We will do 4 case question hand-in assignments this term
- For each case, a question will be posted. Be concise and to the point. Address the question.
- These are NOT intended to be group submissions. While group discussion is encouraged, each individual is expected to provide their own, unique, submission. Copying between students will result in a mark of zero (0).
- Each submission shall be a maximum two pages, double-spaced, 12 pt. Arial font or equivalent. The write-ups are to be submitted using the UR Courses assignment submission tool. The challenge is to be concise. Note,

If you are running out of space,

- you are not being concise and/or
- you have repeated unnecessary information from the case, or
- Wasted space by typing out the question

NOTE: Please be sure to submit your write-ups via UR Courses by the due date. Late submissions are not accepted.
EXPECTATIONS

Class Preparation
Students are expected to read the assigned chapter material and articles before class and to contribute to the discussion.

Class time will be used to stress aspects of the chapter or readings and potentially supplement them with additional materials not included in the text. The text is not the course. It is supplemental to the course.

Articles
The article readings are selected to help achieve the course objectives and expose you to a wide range of IS issues. Fifteen-twenty minutes will be set aside to discuss articles, in classes where articles are assigned. In class discussion will be based on questions designed to focus on organizational/managerial lessons within the articles.

Contribution
The course is designed to create discussion opportunities through the inclusion of articles, Issue Talks and in-class exercises. Discussion is expected and time is provided for discussion. Students may be called upon.

Class Attendance
Regular and punctual attendance provides a foundation for academic success, and is expected of all students. The persistent lateness or absence of a student may result in the student being dropped from the course or being barred from writing the final examination. I do keep track of who is in each class, at the start of the class only.

Missing Classes:
Students are expected to buddy up and catch up on notes or notices about upcoming classes on their own.

Class Courtesy
Class will start on time and students are expected to be punctual. Issue Talks by your fellow students will usually lead off the class and it is very disrespectful to have their presentations disrupted by people drifting into the room late. If a student must leave early then please, out of courtesy, advise the instructor in advance that you must leave early.

Class Notes
Note-taking is a critical skill and students are expected to be able to take their own comprehensive notes during class lectures and discussions. Course slides will not help you nor are they a suitable study guide on their own.

CLASS POLICIES
**Student Identification**
For all quizzes and exams, your student id is required.

**Exam Deferrals**
Deferrals will only be granted for the following reasons:
Illness, accident, death of a family member, other extreme circumstances beyond the
student’s control. Any requests for deferrals must be supported by appropriate written
documentation and pass through the appropriate channels, as per section 5.8 of the 2017-2018 University Calendar.

**Students with Disabilities**
Students with a verifiable need for accommodation please register with the Coordinator
of the Disability Resource Office at 585-4631. More information can be found in section
8.2.15 of the current University of Regina’s Undergraduate Calendar.

**Academic Misconduct**
*Academic misconduct will not be tolerated and will be dealt with swiftly.* Any instance of
a student will be referred to the Associate Dean, without exception. Be familiar with
University Regulation on Academic Misconduct, section 5.14.2 (link below) of the current
University Calendar and the Faculty of Business Administration has included the
following statement in the Undergraduate Calendar, section 10.5.4, copied below:

“Students enrolled in Business courses at the University of Regina are expected to
adhere rigorously to principles of intellectual integrity. Plagiarism is a form of intellectual
dishonesty in which another person’s work is presented as one’s own. Plagiarism or
cheating on examinations/assignments is a serious offence that may result in a zero
grade on an assignment, a failing grade in a course, or expulsion from the University.
For more information on this matter, please consult §5.13.”

In our class the above is most likely applicable to the written case summary hand-ins
and the Issue Talk presentations. Cite your sources. It can be in small fonts within the
slides or at the end.

University Calendar link
http://www.uregina.ca/gencal/ugcal/attendanceEvaluation/ugcal_75.shtml

**Email**
Email is best for communication on single and simple topics or questions. Emails
received dealing with complex or multiple topics will result in the suggestion to meet face
to face. I check my email frequently during the week, but I do not track it all day long or
on weekends.

**Laptops/smart phone use in the classroom**
I have no objections to the use of laptops in the classroom for note taking, but if individual use of a laptop/phones becomes a distraction to me or students you will be asked to limit use. The same is true of other technologies.

Class Schedule: See detailed schedule on UR Courses