

MIS Faculty Fall Meeting Minutes

August 26, 2016

8:00 am - 9:20 am

Adamson Hall – Conference Room

Attending: Dr. Thomas Gainey, Dr. Doug Turner, Dr. Brad Prince, Dr. Jeannie Pridmore,
Dr. Joan Deng, Ms. Mariana Sanchez, Mr. Philip Reaves, Dr. Kim Green

TOPIC #1 – New MIS Tenure-Track Position

Doug Turner will chair the search committee. The Provost has already approved the position. The search committee will hold their first meeting on August 30th. Doug will complete Part A of the Applicant Clearing House form and forward to Nancy. The position announcement will be listed in the Chronical of Higher Education and we will likely participate in the job placement process at one major conference (either DSI or AIS).

TOPIC #2 – Two-Year MIS Course Schedule and Faculty Assignments

Due to the increase in the number of MIS students and the approval of an MBA Concentration in “Business Intelligence and Cyber Security,” we need to begin offering our major MIS courses three times every two years. Tom will put together a new two-year schedule rotation and distribute to the MIS faculty for feedback. Some items to consider in putting this schedule together:

- Our new MIS hire will teach CISM 3335 (Business Programming and Web Design)
- Doug will teach CISM 3350 (Info System Research), CISM 4310 (Bus System Analysis and Design), and CISM 4355 (Cyber Security)
- Joan will teach CISM 3340 (Data Resource Management and Design) and CISM 4390 (Business Intelligence)
- Jeannie will teach CISM 4330 (Enterprise Architecture) and CISM 4350 (Enterprise and Decision Support Systems)
- CISM 3330 should not be taught in May (not enough time to include SAP).
- Summer works well for all classes except CISM 4350 – could be taught in summer, but tough.

TOPIC #3 – CISM 3335 – Class Size

We have been limiting class size to about 20 students in this course. Students need so much personal attention from the instructor that more than 20 students has proven to be unmanageable. However, with the increasing demand within the MIS program, this no longer works well. To ensure better consistency in class size across major courses, we need to find a way to get this course up to about 30 students. Brad Prince suggested that we consider using a tutor in the Center for Academic Success. Following up with Stephanie Westine, Brad discovered that this was an option. The tutor must have earned an “A” in the course and have a 3.0 cumulative GPA. The tutor would be offered a starting pay rate of \$8.00 per hour. The tutoring is appointment-based and generally one-on-one counseling (but in some cases can be done with small groups of no more than three). Jeannie Pridmore will test this option in Spring 2017.

TOPIC #4 – CISM 3330 – Must include SAP Component

Jeannie noted that in order for students to earn an SAP certificate, SAP must be included in CISM 3330. Last May, we offered CISM 3330 and there was simply not enough time to include the SAP component. In terms of corrective action, CISM 3330 will no longer be offered during the May session.

TOPIC #5 – Course Modification to CISM 4330

Jeannie requested that we add CISM 3335 as a prerequisite to CISM 4330. Her rationale is that students in CISM 4330 need basic programming skills to develop mobile applications in the CISM 4330 course. She had some students in the course last semester who were simply not prepared. Tom will initiate this course change.

TOPIC #6 – MIS Field Exam Questions

Ten MIS-related questions were included for the first time on the field exam during the 2015/2016 academic year. Results were a bit disappointing. After reviewing the questions, we realized that some of the questions were simply poorly worded. We are taking two actions to try to improve results. First, Jeannie, Joan, Mariana, and Philip will form a task force and will review/revise the ten MIS questions. Second, Kim has created two review files for students to view during the capstone course. These review files are refreshers on material that students have studied in the RCOB. Kim pointed out that at least three of the MIS questions are already included in the two files that she has finished.

Respectfully submitted,

Dr. Thomas W. Gainey, Department Chair

Management Department Fall Meeting Minutes

August 26, 2016

9:30 am - 12:00 pm

Adamson Hall – Conference Room

Attending: Dr. Thomas Gainey, Dr. John Upson, Dr. Faramarz Parsa, Dr. Doug Turner, Dr. Brad Prince, Dr. Jeannie Pridmore, Dr. Leanne DeFoor, Dr. Erich Bergiel, Mrs. Samantha White, Dr. Jon Anderson, Dr. Kim Green, Dr. Susana Velez-Castrillon, Mrs. Monica Smith, Ms. Mariana Sanchez, Mr. Philip Reaves, Dr. Joan Deng, Dr. Mary-Kathryn Zachary, Mr. Rick Sigman, Mrs. Liz Runyan

Topic #1: The Messenger – Liz Runyan did an excellent job preparing *The Messenger*. It contains information about important dates, faculty activities, and student accomplishments.

Topic #2: Promotion and Tenure - Four individuals are submitting dossiers for review. Jon Anderson will serve as chair of the departmental promotion and tenure committee. The committee will meet September 21st at 8:00 am in the Miller Hall Conference Room.

Topic #3: RCOB Five-Year Departmental Data / Summer Online Courses – We reviewed five years of RCOB data in the areas of FTE majors, degrees conferred, student credit hours by discipline, and student credit hours by department. This data was collected from both Banner and Institutional Research. During the course of collecting the data, it was discovered that Institutional Research continues to count ABED within the Department of Management. Dean McIntyre has discussed this issue with Institutional Research. The Management Department seems to be strong in each of the areas we examined. We will continue to look at this data each year to identify trends and opportunities.

Topic #4: Summer Courses - For summer courses, Tom encouraged faculty to move as much material as possible to online delivery. Students are becoming increasingly reluctant to take face-to-face courses during the summer sessions. Since changes were made to the Pell Grants a few years ago, it is becoming increasingly difficult to schedule two courses for everyone. We must look for as many ways as possible to encourage summer participation among our students.

Topic #5: Management Department Unit Assessment – 2015/16 – We reviewed the Unit Assessment Plan for our department. At the request of Reed Blalock, we are still preparing this report. However, it is currently not being examined by anyone outside of our department or used in assessment. For next year, Tom will try to tie more of the goals in this report to the Senior Exit Survey.

Topic #6: Management and MIS Program Assessment – 2015/16 – The Management and MIS Program Assessment reports are being used in assessment. We reviewed the student learning outcomes, results, and improvement plan for each of our major programs. We now have both direct and indirect assessments for each of the learning outcomes. We will collect the second year of data during the 2016-17 academic year.

Topic #7: Business Law – Field Exam Results - 2015/16 – The field exam results for business law were discussed. We focused on the two questions that had the lowest scores: (1) Q3 (41.8% got it correct) asks, “Of the three branches of the federal government provided by the Constitution, the branch that enacts the laws is?” (Answer: the legislative branch), and (2) Q8 (47.3% got it correct) asks, “Responsibility for the overall management direction of Retail Scores, Inc., a corporation, is entrusted to? (Answer: the board of directors). On Q3, the instructors will begin using remedial videos so that our students have a better understanding of the three branches of government. On Q8, the

instructors noted that changes to the question itself were submitted last year to make it clearer to students, but that those recommended changes were never actually made in the exam. It was suggested that this year those changes should be made. Additionally, the instructors suggested incorporating some of the business law material into Kim Green's review files that will be viewed in the capstone course.

Topic #8: Management – Field Exam Results - 2015/16 – We continue to experience low scores on the same two questions (Q7 and Q8). Q7 (47.9% got it correct) asks, “With divisions that focus on business clients and consumer clients, companies like Sprint, American Express, and others are examples of _____ departmentalization.” (Answer: customer). Q8 (48.8% got it correct) asks, “People who believe they have little control over their own destiny are classified as having a(n)?” (Answer: external locus of control). Last year instructors teaching MGNT 3600 decided that they would show videos (from YOUTUBE) related to “departmentalization” and “locus of control”. They felt that this would provide an additional opportunity to emphasize these topics. However, this approach did not result in significant results. The corrective action for 2016/17 will be to add a case discussion about departmentalization and a class exercise related to locus of control. Hopefully, by taking an approach that requires more active involvement from the students, they will retain this information much better.

Topic #9: MIS - Field Exam Results 2015/16 – 2015/16 was the first year we included MIS questions in the field exam. And we have some issues to work out. Based on our discussion, there was a general consensus that many of the questions were poorly worded. Jeannie Pridmore, Joan Deng, Mariana Sanchez, and Philip Reaves will form a task force to review/revise the questions. While we expect this approach to lead to considerably better results, we also recognized the need to take more immediate corrective action on some of the questions. Specifically, less than 18% of the students got Q5, Q8, and Q10 correct. CISM 3330 instructors suggested that material related to these questions be incorporated into Kim Green's review files that will be viewed in the capstone course. We believe that a review of the questions (by faculty) and the material (by students) will significantly improve our results in the MIS area.

Topic #10: Engage West Survey Results - 2016 - Most responses were very positive. Potential areas of improvement include work/life balance, engagement, and benefits. Based on the survey, our three goals for the year are as follows: (1) Improve the work-life balance of department faculty (from survey items Q69, Q70, and Q71). Mary-Kathryn, Samantha, Leanne, Philip, and Susana will form a task force to discuss the goal and make recommendations during our November 11th meeting. (2) Increase efforts within the department to recognize colleagues for their contributions and achievements (from survey item Q9). All department members will make an effort to increase the number of nominations for “Best of the West” awards. (3) Improve understanding of what UWG leadership is doing to improve benefits (from survey item Q68). Tom will ask in DAC about having someone in senior leadership such as Jim Sutherland attend the RCOB open meetings to discuss what senior leaders are actually doing to improve benefits.

Topic #11: Open Discussion - Jon Anderson opened up a discussion about committee assignments. He suggested that we try to do a better job of rotating committee assignments. Tom Gainey will now announce committee openings to all members of the department and try to do a better job of rotating individuals.

Respectfully submitted,

Dr. Thomas W. Gainey, Department Chair