



COB Vision

Our vision is to be a recognized leader in developing business talent and ideas that create growth and opportunity in Arkansas and globally.

COB Statement of Mission and Core Values

We educate a diverse population of current and future business professionals to successfully and ethically meet the challenges of the global business environment. Through active engagement with the local, regional, national, and global communities, our faculty strive to deliver a high-quality business education via experiential education, a relevant curriculum, and scholarly contributions. We pursue continuous improvement opportunities to add value for our College and its stakeholders.

In carrying out this mission, the College of Business is guided by the following core values and expects the following outcomes:

1. Intellectual Excellence.

- 1.1. Educate students: We promote intellectual and professional development of students by emphasizing communication, critical and analytical thinking, collaboration, information management and a broad exposure to key business disciplines.
- 1.2. Scholarship: We believe that faculty and students should engage in professional development and scholarly endeavors that promote and impact the application, creation and dissemination of knowledge through contributions to business practice, learning and pedagogical research, and discipline-based scholarship.
- 1.3. Cultural competence: We maintain and develop current and responsive curriculum that prepares students for the global business environment through broad exposure to key business disciplines.
- 1.4. Physical learning environment: We strive to provide a physical infrastructure with appropriate technology that provides an environment in which our students and faculty can thrive professionally and intellectually.

2. Community.

- 2.1. Collegiality: We encourage transparency in our decision making practice through a process of shared governance based on interactions among faculty, staff, and students.
- 2.2. Service: We pursue collaborative partnerships between our internal and external stakeholders to impact and promote life-long and experiential learning, research, service, and community engagement.

3. Diversity.

- 3.1. We value the opportunity to work, learn, and develop in a community that embraces the diversity of individuals and ideas.

4. Integrity.

- 4.1. Ethics: We are committed to ethical and responsible behavior in our own actions and to developing the same commitment in our students by promoting the awareness of professional ethical responsibilities.
- 4.2. Responsibility: We commit to being responsible and accountable in our operations at all levels, including assessment and continuous improvement of our academic programs and transparency in our fiscal and operational proceedings.

Learning Goals

Our graduates shall possess:

1. Critical Thinking & Analytical Thinking Skills;
2. Awareness of the Global Business Environment;
3. Ethical Reasoning Abilities;
4. Effective Communication Abilities;
5. Effective Collaborative Skills;
6. Understanding of a Broad Range of Business Disciplines.

Course Syllabus

Course Information

Course Number: MIS 3321	
Course Name: Managing Systems and Technology	
CRN: 22185	
Semester: Spring, 2019	
Location: on-line	
Class Hours: on-line	

Instructor Information

Name: Steven Zeltmann, Ph.D.	
Office Location: 305N College of Business	
Work Email: stevenz@uca.edu	Online Hours: T 9:30 – 11:30, 4:00 – 5:30
Phone: 450-5326	Online Hours: W 9:30 – 11:30
Walk-in Office Hours: TTh 1:40 – 2:40	Online Hours: Th 9:30 – 11:30, 4:00 – 5:30

Prerequisites:

None.

Textbook and Instructional Materials Required:

Introduction to Information Systems (sixth edition) by Kelly Rainer and Brad Prince, Wiley Publishing, 2016. An e-text edition is available. A binder-ready version is also available.

NOTE: ACCESS TO THIS TEXT IS REQUIRED! Quiz reviews and quiz questions come from the chapters. Students will prepare notes from the chapters as preparation for each chapter quiz.

Text website: www.wiley.com/college/rainer . Our textbook is probably close to the top in the list which includes several books by Kelly Rainer. BE SURE TO CHECK THE TITLE AND EDITION before you buy!

Course Description:

MIS 3321 is required for all business majors as a part of the business core (accounting majors must take Accounting Information Systems which can replace this course). The course introduces students to management information systems concepts from an enterprise-wide perspective. The course explores the integration of information systems in business to support decision-making in light of current information technology.

Course Objectives:

CLASS ORGANIZATION:

CLASS RIGOR AND ATTENDANCE:

This course contains many new concepts and terms for students who have no background in the topics. This class requires significant quiz preparation for those students.

Attendance is important because your work builds on previous efforts. If you think classes might be cancelled because of weather, check the UCA TODAY link at WWW.UCA.EDU or call 852-4636 for a message – do not make any assumptions.

Course Delivery Method:

Primarily discussion of chapters with some additional material added by the instructor.

Grading:

Grades will be assigned according to the following scale:

- A. $\geq 90\%$
- B. $\geq 80\%$ and $<90\%$
- C. $\geq 70\%$ and $<80\%$
- D. $\geq 60\%$ and $<70\%$
- F. $< 60\%$

This scale might be relaxed for students close to the next letter grade but never tightened.

Description of Major Deliverables/Course Requirements:

Quizzes, assignments, and homework might all be assigned in this class. You will be responsible for all material presented in class, so a good set of class notes will be helpful. You are welcome to audio record discussions for later reference (for traditional class delivery).

Quizzes cover one chapter of material each with a total of thirteen (one for each chapter). All quizzes count equally. One or more of the lowest chapter scores are dropped.

Class Schedule:

A sample class schedule is attached. This schedule is subject to change as the term progresses. Assignments, exams and chapter coverage will all be announced on Blackboard and that will become the official class schedule.

Evaluations (Fall & Spring)

Student evaluations of a course and its professor are a crucial element in helping faculty achieve excellence in the classroom and the institution in demonstrating that students are gaining knowledge. Students may evaluate courses they are taking starting on the Monday of the thirteenth week of instruction through the end of finals week by logging in to myUCA and clicking on the Evals button on the top right.

Policies and Procedures:

Attendance and Drop policies: If you think classes might be cancelled because of weather, check the UCA TODAY link at WWW.UCA.EDU or call 852-4636 for a message – do not make any assumptions.

Assignment Submission: Assignments are accepted late with penalty.

Make-up Exams: All exams are on-line. No make-up exams will be given after the exam period closes.

Classroom Policies:

- No food is allowed in the classroom.
- Drinks are acceptable if they are in a securely covered container (bottle with a seal cap).
- If you have a drink please take your bottle with you when you leave.
- Please silence your telephone before you enter class.
- Electronic devices including cell phones are not allowed during exams or reviews.

Academic Integrity Statement:

The University of Central Arkansas affirms its commitment to academic integrity and expects all members of the university community to accept shared responsibility for maintaining academic integrity. Students in this course are subject to the provisions of the university's Academic Integrity Policy, approved by the Board of Trustees as Board Policy No. 709 on February 10, 2010, and published in the Student Handbook. Penalties for academic misconduct in this course may include a failing grade on an assignment, a failing grade in the course, or any other course-related sanction the instructor determines to be appropriate. Continued enrollment in this course affirms a student's acceptance of this university policy.

Disabilities Act Statement:

The University of Central Arkansas adheres to the requirements of the Americans with Disabilities Act. If you need an accommodation under this Act due to a disability, please contact the UCA Office of Disability Services, 450-3613.

Sexual Harassment and Academic Policies:

All students are required to familiarize themselves with the University of Central Arkansas policy on sexual harassment and on academic policies. These policies are printed in the Student Handbook.

Title IX

"If a student discloses an act of sexual harassment, discrimination, assault, or other sexual misconduct to a faculty member, the faculty member cannot maintain complete confidentiality and is required to report the act and may be required to reveal the names of the parties involved. Any allegations made by a student may or may not trigger an investigation. Each situation differs and the obligation to conduct an investigation will depend on those specific set of circumstances. The determination to conduct an investigation will be made by the Title IX Coordinator. For further information, please visit: <https://uca.edu/titleix>."

Emergency Procedures:

An Emergency Procedures Summary (EPS) for the building in which this class is held will be discussed during the first week of this course. EPS documents for most buildings on campus are available at <http://uca.edu/mysafety/bep/>. Every student should be familiar with emergency procedures for any campus building in which he/she spends time for classes or other purposes.

Other Required Materials/Competencies/Resources:

Nothing additional is required for this course beyond what is stated above.

Accreditation & Assurance of Learning

Consistent with the College's values, vision, and mission, the MIS faculty identified a learning goal specific to the BBA in MIS degree program.

Learning Goal #8: Students will understand the key competencies that comprise the planning, analysis, design, and implementation of high-quality organization information systems. This learning goal is assessed in MIS 3328 and not in this course.

Learning Goal(s) Assessed in this Class:

- ☐ There is no formal assessment activity scheduled in this class pertaining to Learning Goal # 8.
☒ There is formal assessment activity scheduled in this class pertaining to Learning Goal # 8.

Learning Goals:

Higher Learning Commission (HLC)
N/A

Learning Objective:

Students will be able to deliver professional quality oral presentations.

Measure:

Students will give an oral presentation on a business topic. The assignment will be assessed with the Oral Communication Skills Rubric.

Benchmark:

The mean of all students assessed shall be at least 80% on the rubric.

Class Coverage:

The following is a sample class schedule for the covered material. Check Blackboard as the term progresses so that you can follow the class through this material. **Warning:** The exam dates, like the rest of the schedule, are subject to change. What you need to know will be announced in class and posted on Blackboard as the class unfolds.

Week 1:	Introduction to the class
Week 2:	Chapter 1
Week 3:	Chapter 2
Week 4:	Chapter 3
Week 5:	Chapter 4
Week 6:	Chapter 5
Week 7:	Chapter 6
Week 8:	Chapter 7
Week 9:	Chapter 8
Week 10:	Chapter 9
Week 11:	Chapter 10
Week 12:	Chapter 11
Week 13:	Chapter 12
Week 14:	Review