

Maryland in Europe Graduate Programs
Bowie State University

Information Systems Policy, INSS 620, Term 4, 2002/2003.

Location: Harrogate.
Class dates/Times: Weekends: 29/30 Mar; 12/13 Apr; 3,17/18 May; 9.00 to 17.00.
Instructor: Professor Richard J. Housden
Mailing Address: 15 Wood Lane, Aspley Guise, Milton Keynes, MK17 8EJ,UK.
Email Address: R.J.Housden@open.ac.uk
Consultation: Dr. Housden will be available for consultation 30 minutes before and after each class meeting. He may be contacted by email or by telephone (01908 583488) most evenings.

Course description: *Prerequisite:* INSS 540 or permission of instructor.

This course will examine the issue of linking information systems technology with business objectives. The course focuses on the function of an information system as support to the overall operations of the organization. Planning mechanisms and strategies will be examined. Social and legal issues that relate to information systems management will be addressed. Case studies will be used to expose students to information systems policy issues.

The course is designed to consolidate concepts provided in other courses. The information needs of various organizational functions are integrated with information systems and technology through the information systems master development plan. How to develop this master plan and its associated policies is an overall theme of the course.

Objectives : The course enables students to understand:

1. How information needs of various organizational functions are integrated with information systems through the information systems master plan.
2. How to apply administration and policy to specific areas of information systems management.

Topics :

1. Strategic Planning and Management
2. Matching Information Systems to Business Objectives
3. Organization of the Information System Function
4. Computer Centre Administration
5. Management of Information Systems Development.
6. Managing Information Systems Resources
7. The Social and Legal Environment

Required texts:

Corporate Information Systems Management (6th Edition), by Lynda M. Applegate, Robert D. Austin, and F. Warren MacFarlen, McGraw-Hill Irwin, 2003, (AAM).

Strategic Management and Business Policy (8th edition), by Thomas L. Wheelen and J. David Hunger, Prentice Hall, 2002 (W&H).

Supplementary notes will be provided by the lecturer.

Responsibility of students:

Students are expected to read all reference material as assigned. While the texts for the course provide excellent coverage of most of the topics, the lectures will include reference to case studies and topics from other sources, and examinations will be based on the lecture material and on the directed readings from the course texts. All students will be expected to contribute to group project work. This may require use of electronic communications.

Course grading:

Assignments and examinations will be assessed and grades awarded in accordance with the following scales :

A : 90 - 100, B : 80 - 89, C : 70-79,
F : Below 70% F(a) or regular non-attendance F(n)

For group work, the same grade will be awarded to each member of the group. Students are advised that the grade for work submitted after the due date without an accepted excuse may be reduced.

The final grade for the course will be determined from the weighted sum of the percentage grades assigned for each of the examinations and the assignments.

Course requirements:

1. A two hour mid-term examination, on the third Saturday worth 25% of the course grade.
2. A two and a half hour final examination, on the fourth Sunday worth 30% of the course grade.
3. Three individual assignments which together contribute a total of 24% of the course grade.
4. There will be a group written and oral presentation of an information systems planning study, worth 21% of the course grade.

About Your Instructor:

Professor Housden is an Adjunct Professor of the UMUC. He has been a term appointed faculty member for the University of Maryland and, from time to time, for Boston University, since 1985. He received his MA(Hons) in Mathematics and qualified teacher status in Mathematics from Cambridge University, the Academic Postgraduate Diploma in Numerical Analysis and a PhD in Computer Science from the University of London. He is a Chartered Information Systems Engineer and a Chartered Mathematician. His professional experience includes management consultancy and more than forty-five years of teaching, curriculum development and professional accreditation. Until his retirement in 1997, he was a Professor of Computing at the Open University (UK), Dean and Director of Studies of the Faculty of Mathematics and Computing, and then Pro-Vice-Chancellor (Resources) with overall responsibility for all Open University resources: financial, human and physical, including responsibility for IS Strategy and IT Strategy. He is now an Emeritus Professor of the Open University.

INSS 620 Information Systems Policy - Assigned work

Individual assignments :

Three individual assignments will be set for completion between the weekends of class. **Together these will contribute 24% towards the overall grade for the course.**

Each of the assignments will involve assessment and brief discussion of a case based on some business or IS/IT management issue.

Student group written and oral presentation requirement :

This group project is worth 21% of the overall grade for the course.

Students will work in groups of 2 or 3 for the purpose of preparing an information systems planning document for a particular organization. Organizational types from which to choose include but are not limited to: large business, small business, international business, information systems business, non-profit and public agency. Each group will pursue a different choice. Material from the texts may be used as a start. Other sources outside class can be found through library and/or on-line research. Further general instructions are as follows:

- The lecturer will help in the choice of business area as necessary.
- Both a written and an oral presentation will be due on the fourth weekend.
- Groups will present a brief written outline, proposing their selected company, for constructive criticism.
- Written and oral presentations will be in a form, using visual aids as reasonably possible, as if for a superior or a potential client.
- All group members should speak during the oral presentation.
- No length is specified for the written report but remember that succinctness is a business virtue.
- This is a group project, and all members of the group will receive the same grade for the project.

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Tentative course schedule:

	Topics / Activities	Reading
29/30 March	General introduction Basic concepts of strategic management Corporate governance, social responsibility Environmental scanning and industry analysis W&H-3 Strategic perspective of IS/IT Creating business advantage with IT Crafting business models [assignment 1 set]	W&H-1 W&H-2 AAM Intro. AAM-1 AAM-2
12/13 April	Tools and techniques for strategic planning Strategy formulation Situation analysis Determining future potential Determining the business IS strategy Implementation issues, McKinsey's 7 Ss Managing Information Systems Development [assignment 1 due, assignment 2 set] [Choice of group projects]	W&H 4 to 7 - - AAM-3,4 W&H-8,9 -
3 May	[Mid-term Exam. Saturday am] Managing networked infrastructure and operations: Understanding Internetworking Infrastructure Assuring Reliable and Secure IT Services Managing Diverse IT Infrastructures [assignment 2 due, assignment 3 set]	AAM-5 AAM-6 AAM-7
17/18 May	Managing and Leading a Networked Organization Organizing and Leading the IT Function Managing IT Outsourcing A Portfolio Approach to IT Projects Responsible IS management including ethics, legal issues [assignment 3 due] [Group Project Presentations] Final Examination (Sunday)	AAM-8 AAM-9 AAM-10 -