MSIS Orientation

August 17, 2018
Agenda

• MIS Department
• MSIS Program
• Advising
• Internships, Jobs
• International Students
• Important Dates
MIS Department

- 3rd floor, Suite 310
- 30+ FT Faculty
- Approx. 150 Undergrad Students
- 35 currently-matriculating MSIS Students
- 8 PhD Students
MIS Department Contacts

- Department Chair
  - Jonathan_Trower@baylor.edu

- MSIS Program Director
  - Gina_Green@baylor.edu

- Office Manager
  - Carol_Marroquin@baylor.edu

- Career Development Coordinator
  - Hope_Koch@baylor.edu

- Internship Coordinator
  - Bud_Esserman@baylor.edu

- ISEC Track
  - Matt_Pirko@baylor.edu
MSIS Program – Non-Thesis

• **MSIS Website**

• **Requirements**
  - 136 hours
    - 18 hours MIS/ISEC “competency courses” or other MIS/ISEC courses
    - 6 hours MIS/ISEC courses
    - 12 hours MIS/ISEC, Business, or approved non-business electives
  - Additional 12 hours if Business Foundations required

• **Internship**
  - Required if < 2 years FT employment
  - Strongly Encouraged, even if not required

• **Areas of Emphasis**
  - Security
  - Analytics (certificate opportunity available)
  - Programming/Technology
  - Management/Consulting
MSIS Program – Thesis

- **MSIS Website** (see Thesis link)
- **Requirements**
  - 30 hours
    - 18 hours MIS/ISEC “competency courses” or other MIS/ISEC courses
    - 6 hours Thesis
    - 6 hours MIS/ISEC, Business, or approved non-business electives
  - Additional 12 hours if Business Foundations required
- **Internship**
  - Not required but allowed
- **NOTE**: many PhD programs only allow Fall entry
- **See GPD ASAP** if interested in doing thesis
Advising & Registration

• Prior to start of 1\textsuperscript{st} semester:
  
  ➢ Your input on career interests, preferences
  ➢ Receive suggested plan for 1\textsuperscript{st} semester

• Prior to “registration deadline”:
  
  ➢ Contact me if you change your 1\textsuperscript{st} semester schedule

• Prior to early spring registration:
  
  ➢ Meeting to discuss courses for subsequent semesters

• At any point, inform me of:
  
  ➢ Schedule changes
  ➢ Interest changes
Securing Internships, Jobs

- Starts Day 1!

- Create profiles:
  - LinkedIn
  - Handshake ➔ be sure to make it public!

- Attend all career-related events
  - Company Information Sessions
  - Other company-sponsored events

- Enhance professional skills
  - Use EVERY available resource in Career Management!

- Use Internal (campus) and External Job Search Resources

- Build and Use your Network
  - Find and attend “nearby” professional events

- Schedule regular time for job searching

- Apply, Apply, Apply!
Internship Requirements

• Only ONE internship required and allowed
  
  ➢ No special studies will be created to accommodate additional internships
  
  ➢ Only 3 hours course credit awarded for the internship

• Internships must be:
  
  ➢ Relevant to MIS professional career
  
  ➢ Verifiable

• If internship company changes, the process of verifying relevancy starts over
Campus Resources

• Office of Career & Professional Development
  ➢ University-wide HireABear Career Fair, Wed. 9/19, 2p – 5p
  ➢ Career Events and Workshops
  ➢ Premium Resources
  ➢ HireABear@baylor.edu

• Baylor Business Career Management Office
  ➢ Business & STEM Career Fair, Thur. 10/4, 3p – 7p
  ➢ Career Tools, Links
  ➢ HSB_Career_Management@baylor.edu
Campus Resources, cont...

• MIS Department
  - IS Career Development Dinner
  - IS Career Panel
  - End-of-Semester Party
  - Department Faculty
  - September 6\textsuperscript{th}, 6p
  - October 3\textsuperscript{rd}, 6p
  - Spring, approx. April

• Others
  - Pro Sales Professional Development Program
  - Baylor Women in Business
  - Baylor Business Network
  - Baylor Graduate School
  - Baylor Student Activities, Campus Programs
International Students

• Identify status in Handshake

• Know the Rules & Deadlines!
  ➢ I-20
  ➢ CPT
    • Only ONE internship allowed
  ➢ OPT
  ➢ STEM OPT Extension
  ➢ Others (F-1 Status; I-94; …)
International Students, cont...

• Recommended resources:
  
  ➢ 1Power Ties: The International Students guide to finding a job in the US
  
  ➢ GoinGlobal H1B Plus database
  
  ➢ My Visa Jobs

• Enhance English Skills if needed
  
  ➢ English for Academic Purposes (EAP)
    
    o Qingqing_Chen@baylor.edu
  
  ➢ English Writing
    
    o gwc@baylor.edu

• Center for Global Engagement / International Student & Scholar Services
  
  ➢ Alexine_Burke@baylor.edu

1Business School Career Management Office has loaner copies of this book
Important Fall Academic Dates

• 8/20  First Day of Classes
• 8/24  Last Day to Register for classes
• 9/5  Last Day to Drop class without “W”, without “change in schedule fee”, and without advisor approval
• *10/17-10/31 Advising with Dr Green
• 10/17  Spring Registration Times in BearWeb
• 10/19  - Fall Break –
• 10/30  Last Day to Drop class
• 10/31  Spring Early Registration begins
• 11/21 – 25  - Thanksgiving Holiday -
• 12/3  Last Day of Classes

*Dates tentative; I will email you in October to confirm
Summary

• Be engaged & involved
• Job search starts NOW!
• Utilize campus AND external resources
• Questions?

Gina_Green@baylor.edu
Office: 310.07
T/Th 9:15a – 12:15p, 3:30p – 4:30p
Wednesday afternoons by appointment