MSIS Orientation

August 23, 2019
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
- 26 currently-matriculating MSIS Students
- 7 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 Coordinator
  - Matt_Pirko@baylor.edu
MSIS Program – Non-Thesis

- **MSIS Website**

- **Requirements**
  - 36 hours
    - 18 hours MIS/ISEC “competency courses” or other MIS/ISEC courses
    - 6 hours additional MIS/ISEC courses
    - 12 hours MIS/ISEC, Business, or approved non-business electives
  - 4 additional hours if Business Frameworks required

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

- **Areas of Emphasis**
  - Security
  - Analytics (certificate opportunity available)
  - Programming
  - 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
  - 4 additional hours if Business Frameworks 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 1st semester:
  ➢ Your input on career interests, preferences
  ➢ Receive suggested plan for 1st semester
  ➢ Contact me if you change your 1st 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

• Schedule time with Prof. Bud Esserman to understand internship requirements
Internship Requirements

• Only ONE internship required and allowed
  ➢ No special studies will be created to accommodate additional internships

• Only 3 hours course credit allowed

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

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

• University Career Center
  - University-wide Career Fair       Wed. 9/18, 3p – 7p
  - See Handshake for locations
  - careercenter@baylor.edu

• Business School Office of Career Management
  - Career Tools, Links
  - HSB_Career_Management@baylor.edu
Campus Resources, cont...

• MIS Department
  - IS Career Development Dinner
    September 17th, 6p
  - IS Career Panel
  - End-of-Semester Party
    Spring semester

• 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!
- **Center for Global Engagement**
  - I-20
  - CPT
    - Only **ONE** internship allowed
  - OPT
  - STEM OPT Extension
  - Others (F-1 Status; I-94; …)
International Students, cont...

• Recommended resources:
  - Power 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)
    - Qingqing.Chen@baylor.edu
  - English Writing
    - gwc@baylor.edu

• Center for Global Engagement / International Student & Scholar Services
  - ISSS_Support@baylor.edu

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

- 8/26  First Day of Classes
- 8/30  Last Day to Register for classes
- 9/11  Last Day to Drop class without “W”, without “change in schedule fee”, and without advisor approval
- 10/22 - 11/1 Advising with Dr. Green
- 10/23  Early Registration Times in BearWeb
- 10/25 - 10/27 * Fall Break *
- 11/5  Last Day to Drop class
- 11/6 - 11/22 Spring Early Registration
- 11/27 - 12/1 * Thanksgiving Holiday *
- 12/9  Last Day of Classes
- 12/21  University Commencement Ceremony

*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 11:00a – 1:45p
Wednesday afternoons by appointment only