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**
  - 36 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
  
  o 18 hours MIS/ISEC “competency courses” or other MIS/ISEC courses
  
  o 6 hours Thesis
  
  o 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 1st semester:
  ➢ Your input on career interests, preferences
  ➢ Receive suggested plan for 1st semester

• Prior to “registration deadline”:
  ➢ 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

• 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: September 6th, 6p
  - IS Career Panel: October 3rd, 6p
  - End-of-Semester Party: Spring, approx. April
  - Department Faculty

- **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)
    - Qingqing Chen@baylor.edu
  - English Writing
    - 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