

Online/Blended Course Syllabus

Course Information

<i>Course Number/Section</i>	PA6318-0W1-18U
<i>Course Title</i>	Information Systems in Policy Environments
<i>Term</i>	Summer 2018 (May 21 – August 3)

Professor Contact Information

<i>Professor</i>	Joe P. Beauchamp
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<i>Other Information</i>	N/A

Course Pre-requisites, Co-requisites, and/or Other Restrictions

In addition to a confident level of computer and Internet literacy, certain minimum technical requirements must be met to enable a successful learning experience.

Course Description

Public sector organizations are continually challenged to understand, use, and adapt to new information systems and communications technologies as they emerge. How can public sector organizations best harness these systems to provide better public services? What is the role of public policy to regulate issues surrounding the use of these technologies? This course will explore the relationships between information systems and management, decision making, and public policy. During the semester, students will explore current trends and cutting-edge technologies in real-time.

Student Learning Objectives/Outcomes

- To understand how politics and policies surrounding the use of technology impact public affairs
- To appreciate the benefits and challenges information systems bring to the public affairs arena
- To gain an enhanced understanding of the processes and challenges encountered when implementing and using information systems in public organization settings
- To appreciate how information systems can be used to inform policy decisions
- To be exposed to trends and implications of evolving technology

Required Textbooks and Materials

Required Texts

- None

Required Materials

- None

Suggested Course Materials

Suggested Readings/Texts

- A Manual for Writers of Research Papers, Theses, And Dissertations Eighth Edition Kate L. Turabian ISBN-10: 0226816389 ISBN-13: 978-0226816388

Suggested Materials

None

Textbooks and some other bookstore materials can be ordered online through Off-Campus Books <http://www.offcampusbooks.com> or the UT Dallas Bookstore <http://www.bkstr.com/texasatdallasstore/home>. They are also available in stock at both bookstores.

Technical Requirements

In addition to a confident level of computer and Internet literacy, certain minimum technical requirements must be met to enable a successful learning experience. Please review the important technical requirements on the Getting Started with eLearning webpage <https://ets.utdallas.edu/elearning/students/current/getting-started>.

Course Access and Navigation

The course can be accessed using the UT Dallas NetID account at: <https://elearning.utdallas.edu>. Please see the course access and navigation section of the site <https://ets.utdallas.edu/elearning/students/current/getting-started> for more information.

To become familiar with the eLearning tool, please see the Student eLearning Tutorials <https://ets.utdallas.edu/elearning/students/current/tutorials>.

UT Dallas provides eLearning technical support 24 hours a day/7 days a week. The eLearning Support Center <https://ets.utdallas.edu/elearning/helpdesk> services include a toll free telephone number for immediate assistance (1-866-588-3192), email request service, and an online chat service.

Communication

This course utilizes online tools for interaction and communication. Some external communication tools such as regular email and a web conferencing tool may also be used during the semester. For more details, please visit the eLearning Tutorials webpage <https://ets.utdallas.edu/elearning/students/current/tutorials> for video demonstrations on eLearning tools.

Student emails and discussion board messages will be answered within 3 working days under normal circumstances.

Distance Learning Student Resources

Online students have access to resources including the McDermott Library, Academic Advising, The Office of Student AccessAbility, and many others. Please see the eLearning Current Students page <https://ets.utdallas.edu/elearning/students/current> for details.

Server Unavailability or Other Technical Difficulties

The University is committed to providing a reliable learning management system to all users. However, in the event of any unexpected server outage or any unusual technical difficulty which prevents students from completing a time sensitive assessment activity, the instructor will provide an appropriate accommodation based on the situation. Students should immediately report any problems to the instructor and also contact the online eLearning Help Desk

<https://ets.utdallas.edu/elearning/helpdesk>. The instructor and the eLearning Help Desk will work with the student to resolve any issues at the earliest possible time.

Assignments & Academic Calendar

WEEK/ DATES	TOPIC/LECTURE	READING	ASSESSMENT / ACTIVITY	DUE DATE
Module 1 Weeks 1 & 2 05/21 – 05/26 05/28 – 06/02	Course Access and Self-Orientation - Your Digital Trail, And How It Can Be Used Against You (here) - Your Digital Trail: Private Company Access (here) - Your Digital Trail: Does The Fourth Amendment Protect Us? (here) - Your Digital Trail: Data Fuels Political And Legal Agendas (here)	First Amendment Fourth Amendment Digital Duplications and the Fourth Amendment	Discussion Postings on topics presented. <i>Create an original post and respond to postings from the professor and class participants.</i> Other material as presented within the course's eLearning platform.	06/02/2018 on or before 11:59 PM
Module 2 Weeks 3 & 4 06/04 – 06/09 06/11 – 06/16	Net Neutrality & General Data Protection (GDPR) - What is net neutrality? (here) - What is GDPR? (here)	FCC Releases Open Internet Order Restoring Internet Freedom Guide to the General Data Protection Regulation	Discussion Postings on topics presented. <i>Create an original post and respond to postings from the professor and class participants.</i> Other material as presented within the course's eLearning platform.	06/16/2018 on or before 11:59 PM
Module 3 Weeks 5 & 6 06/18 – 06/23 06/25 – 06/30	ERP Systems in the Public Sector - The Real Impact of ERP Systems in the Public Sector (here) - eLearning Discussions Delivering Government Solutions in the 21 st Century (here) <i>"The plan calls for digitizing all of the federal government's recordkeeping by Dec. 31, 2022..."</i>	ERP System at a 'Tipping Point,' Consultant Says The Tech Side of Trump's Plan to Reorganize Government IT modernization plays a central role in Trump government reorganization plan	Discussion Postings on topics presented. <i>Create an original post and respond to postings from the professor and class participants.</i> Other material as presented within the course's eLearning platform.	06/30/2018 on or before 11:59 PM

WEEK/ DATES	TOPIC/LECTURE	READING	ASSESSMENT / ACTIVITY	DUE DATE
Module 4 Weeks 7 & 8 07/02 – 07/07 07/09 – 07/14	Information Technology Frameworks • The Value of IT Frameworks • ISO 27001 • NIST Cybersecurity Framework (CSF) • What is ITIL? Your guide to the IT Infrastructure Library Reflection Paper 1 Details available in eLearning	The Value of IT Frameworks ISO 27001 NIST CSF ITIL	Discussion Postings on topics presented. <i>Create an original post and respond to postings from the professor and class participants.</i> <i>Reflection Paper as described in the syllabus</i> Other material as presented within the course's eLearning platform.	07/14/2018 on or before 11:59 PM
Module 5 Weeks 9 & 10 07/16 – 07/21 07/23 – 07/28	The Future of Government • Center for the Study of Democratic Institutions (here) • AI and Government • U.S. Cyber Command • Assigned readings in eReserve Reflection Paper 2 Details available in eLearning	2014 Survey on the Future of Government Service & Executive Summary Hack Back: The Role of the U.S. Cyber Command Artificial Intelligence and the Future of Government Using Artificial Intelligence to Transform Government	Discussion Postings on topics presented. <i>Create an original post and respond to postings from the professor and class participants.</i> <i>Reflection Paper as described in the syllabus</i> Other material as presented within the course's eLearning platform.	07/28/2018 on or before 11:59 PM
Module 6 Weeks 11 & 12 07/30 – 08/03	Course Wrap-up & Final Exam Big Data and the Government The Future of Tech in Government – (pages 14 – 16) Final Essay This assignment will only be available during the final week of class.	Big Data or Big Hype? The Future of Tech in Government	Discussion Postings on topics presented. <i>Create an original post and respond to postings from the professor and class participants.</i> Other material as presented within the course's eLearning platform.	Discussion Posting 08/01/2018 on or before 11:59 PM Final Essay 08/03/2018 on or before 11:59 PM

Proctored Final Exam Procedures

If your course has a proctored exam requirement, please see the UTD Testing Center web pages <https://ets.utdallas.edu/testing-center/> and <https://ets.utdallas.edu/testing-center/proctored-exams/> to make arrangements.

Grading Policy

Class Participation and Discussion Postings (5)	100 (Points)	30%
Reflection Paper 1	100 (Points)	20%
Reflection Paper 2	100 (Points)	20%
Final Essay	100 (Points)	30%
Total	800 (Points)	100%

Scaled Score	Letter Equivalent
93 - 100	A
90-92	A-
87-89	B+
83-86	B
80-82	B-
77-79	C+
73-77	C
Less than 73	F

Students can check their grades by clicking “My Grades” on the course menu after the grade for each assessment task is released.

Class Writing Guidelines & Grading Details

	D	C-	C+	B-	B+	A
Clarity	Disorganized or hard-to-understand		Satisfactory but some parts of the submission are disorganized or hard to understand	Generally organized and clear	Very clear, organized and persuasive presentation of ideas and designs	Exceptionally clear, organized and persuasive presentation of ideas and designs
Technical Soundness	Little understanding of, or insight into material technically		Some understanding of material technically	Overall understanding of much material technically	Very good overall understanding of technical material, with some real depth	Excellent, deep understanding of technical material and its inter-relationships
Thoroughness & Coverage	Hardly covers any of the major relevant issues		Covers some of the major relevant issues	Reasonable coverage of the major relevant areas	Thorough coverage of almost all of the major relevant issues	Exceptionally thorough coverage of all major relevant issues
Relevance	Mostly unfocused	Focus is off topic or on insubstantial or secondary issues	Only some of the content is meaningful and on topic	Most or all of the content is reasonably meaningful and on-topic	All of the content is reasonably meaningful and on-topic	All of the content is entirely relevant and meaningful
Utilization of resources	No useful use of notes, text(s), Web, or tools, with incorrect details or applicability		Some useful use of notes, text(s), Web, or tools, with mostly correct details or applicability	Fairly good use of notes, text(s), Web, and tools, with correct details or applicability	Very good use of notes, text(s), Web, and tools, with correct details or applicability	Excellent use of notes, text(s), Web, and tools with entirely correct details or applicability

Assignments

Class Preparation, Participation & Discussion Postings (30%)

Students are expected to complete required readings prior to class. Discussions held in class are derived from assigned readings and postings, therefore, it is essential that students be able to demonstrate comprehension of selected topics. Postings and discussions should go beyond simply summarizing the articles. Students are encouraged to discuss current issues and apply their own real-world experience as they may relate to course discussions and topics.

Reflection Papers (40%)

At various intervals throughout the course, students will be required to compose a reflection paper that summarizes the major message and concepts of several of the assigned topics, readings and discussions of their choosing.

Reflection papers should present your thoughts in a clear and organized way, addressing the particulars of the respective assignment. Papers will be evaluated based on the degree to which the student follows the assignment prompt and demonstrates an understanding of the assigned reading material as well as the implications for public policy and public affairs.

The intent of the Reflection Paper assignment is to capture your thoughts about the ideas, facts, or issues presented and to summarize and analyze these in a way that is useful to your intellectual journey. The Paper should demonstrate your mastery of the material and its application in a thoughtful, clear, and well-written narrative. It should demonstrate the high level of analysis typically expected in graduate classes. Proper citations should be used.

- Structure: Reflection Papers should include the following sections:
 - **Full and complete reference.** Begin your Reflection Paper with a Full and Complete Reference. See Turabian, 7th ed., Chapters 18 & 19.
 - **Summary:** Summarize four (4) readings of your choosing. What is the message of each? What are main points? Compose your insights to show that you really understand the readings. Be sure to include **specific quotes and page numbers (Internet source)** to support your statements/conclusions.
 - **Take-aways:** Think about the significance of the material. What are your "take-away" points? Include and discuss at least two (2) from each. You may want to start by asking yourself:
 - What *thought-provoking questions* came to my mind because of my analysis?
 - What *new insights* have I gained?
 - What are *my thoughts about this topic* considering the perspectives offered by these authors?

Final Examination (30%)

The final exam is an essay that covers topics presented during the course. Additional details will be announced in class.

Course Policies

Make-up exams

Please let me know if something significant happens to you during the semester that could interfere with your submitting class assignments on time (death in family, loss of job, etc.) Submitting your work late may be a calculated decision on your part; I certainly understand this. However, if you plan to or choose to submit an assignment late, please let me know. Students should make every effort to submit all final required course assignments by midnight on Saturday of the last week of class as identified in this syllabus.

Late final course assignments should be the exception and will be penalized as "late work" as described herein. Under no circumstances should students submit an assignment for credit after the last day of "final exams" as identified in the official University Academic Calendar for the applicable semester. Any assignment submitted after this day will not receive any credit.

Extra Credit

National Incident Management System (NIMS) Training

The following is taken from the NIMS page which can be found at,
<http://www.fema.gov/nationalincident-management-system>.

The National Incident Management System (NIMS) identifies concepts and principles that answer how to manage emergencies from preparedness to recovery regardless of their cause, size, location or complexity. NIMS provides a consistent, nationwide approach and vocabulary for multiple agencies or jurisdictions to work together to build, sustain and deliver the core capabilities needed to achieve a secure and resilient nation.

If you do not already have one, you will need to obtain a FEMA Student Identification number, by going to this link, <https://cdp.dhs.gov/femasid/>. This ID is required to track your transcripts to show proof that you've taken a course.

Course Code	Course Title
IS-42	Social Media in Emergency Management
IS-922	Applications of GIS for Emergency Management
IS-100.B	Introduction to Incident Command System, ICS-100
IS-102.C	Preparing for Federal Disaster Operations: FEMA Response Partners
IS-200.B	ICS for Single Resources and Initial Action Incidents
IS-242.B	Effective Communication
IS-523	Resilient Accord – Exercising Continuity Plans for Cyber Incidents
IS-700.A	National Incident Management System (NIMS) An Introduction
IS-701. A	NIMS Multiagency Coordination System (MACS) Course
IS-702. A	National Incident Management System (NIMS) Public Information Systems
IS-703. A	National Incident Management System (NIMS) Resource Management
IS-775	EOC Management and Operations
IS-800.C	National Response Framework, An Introduction
IS-907	Active Shooter: What you Can Do

Late Work

All late assignments will receive a deduction of ten percentage points for each week or portion thereof following the due date.

Special Assignments

At this time, there are no special assignments planned for the course.

Class Participation

Students are required to login regularly to the online class site. The instructor will use the tracking feature in eLearning to monitor student activity. Students are also required to participate in all class activities such as discussion board, chat or conference sessions and group projects.

Classroom Citizenship

The same guidelines that apply to traditional classes should be observed in the virtual classroom environment. Please use proper netiquette when interacting with class members and the professor.

Comet Creed

This creed was voted on by the UT Dallas student body in 2014. It is a standard that Comets choose to live by and encourage others to do the same:

“As a Comet, I pledge honesty, integrity, and service in all that I do.”

UT Dallas Syllabus Policies and Procedures

The information contained in the following link constitutes the University’s policies and procedures segment of the course syllabus.

Please go to <http://go.utdallas.edu/syllabus-policies> for these policies.

The descriptions and timelines contained in this syllabus are subject to change at the discretion of the Professor.