



BABCOCK UNIVERSITY

COURSE OUTLINE TEMPLATE PREPARED BY THE AVP, INSTITUTIONAL EFFECTIVENESS

SCHOOL: Babcock Business School

DEPARTMENT: Information Resources Management

SEMESTER /SESSION: 2016-2017 (Second Semester)

COURSE CODE AND TITLE: IIRM 872: INFORMATION TECHNOLOGY STRATEGY AND POLICY

DAY OF CLASS:

NO OF UNITS: 2

TEACHER'S NAME: **Babalola, Yemisi T. (PhD)**

VENUE FOR CLASS:

OFFICE ADDRESS: No 2, 1st floor,
Block A, Babcock Business School

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OUR VISION STATEMENT

A first-class Seventh-day Adventist institution, building servant leaders for a better world.

OUR MISSION STATEMENT

Building leadership through Christian education; transforming lives, impacting society for positive change. To achieve our mission, we are committed to:

- Achieving excellence in our teaching, research program, and service delivery
- Imparting quality Christian education
- Instilling Christ-like character to the members of our Community

OUR CORE VALUES

- | | |
|-------------------------------|-----------------|
| • Excellence | -Our Culture |
| • Integrity | -Our Promise |
| • Accountability | -Our Moral |
| • Servant Leadership | -Our Strength |
| • Team Spirit | -Our Dignity |
| • Autonomy and Responsibility | -Our Passion |
| • Adventist Heritage | -Our Commitment |

OUR PHILOSOPHY

Babcock University's philosophy is anchored on the harmonious development of the intellectual, physical, social, and spiritual potentials of our students, inspiring stable and noble character needed for effective leadership and service in the society.

CORPORATE IMAGE STATEMENT: A center of excellence for character development and scholarship; a socially responsive, responsible, and accountable institution in matters of commitment and action.

COURSE DESCRIPTION

IIRM 872: INFORMATION TECHNOLOGY STRATEGY AND POLICY (2 credits)

Focus on the use of information systems technology to develop and maintain a strategic competitive advantage. Topics also demonstrate how Information Systems technologies are used to enhance organizational performance and effectiveness.

COURSE CONTENT- The course examines ways by which organizations can use information technology strategically in order to gain competitive advantage.

COURSE OBJECTIVES- The objectives of the course are to:

- teach various dimensions of corporate strategy and relate them to information systems and IT.
- describe specific ways organizations can use information systems to gain competitive advantage
- understand the process of developing and implementing IS strategy, policies, standards and procedures for organizational success
- manage the challenges in developing and implementing policies and legislation at the organizational level

REQUIRED TEXTBOOKS/ JOURNALS

1. Cassidy, A. (2006). (2 ed.) A Practical Guide to Information Systems Strategic planning Auerbach Publications
2. Grant, K., Hackney, Ray & Edgar, (2010). Strategic Information Systems Management
3. Brown, C.V., DeHayes, D.W., Hoffer, J. A. & Martin, W.E. (2011). Managing Information Technology (7th Edition)
4. Bansal, S.K. (2010). Information System Management. India APH Publishing Corporation. (Chapters 5-7).
5. Reiner, R.K & Turban E. (2008). Introduction to Information Systems: Supporting and Transforming Business: Wiley.
6. Robson, Wendy (1997). Strategic Management and Information Strategy. Great Britain: Pitman Publishing

COURSE REQUIREMENTS:

CLASS ATTENDANCE: - “Every student is required to attend classes regularly and punctually, unless ill or prevented by some recognized emergency. Students who absent themselves from class for more than three weeks during the semester shall merit an F grade. Authorized leave of absence from campus does not excuse the student from classes, or relieve the student of the required course work’ (*BU Academic Bulletin 2012-2015 p.13*).

PARTICIPATION: -Students are to actively engage in topic discussion and sharing of ideas in class.

TARDINESS/ CONDUCT OF STUDENTS IN CLASS: - Lateness to class is unacceptable; students are not allowed to operate their cell phones, iPods and other electronic mobile gadgets during classes, except with the permission of the teacher. Eating and chewing off bubble gums and drinking (water exempted) is also not allowed except with the permission of the teacher. Very

importantly, students are required to dress in compliance with the university dress code and wear their identity cards while in class.

SHORT DEVOTIONALS/ PRAYER: - Spiritual nurture is a part of whole person development, and team spirit is our strength; thus, every student is required to participate in the devotional exercise and prayer in class.

SUBMISSION OF ASSIGNMENT: The teacher will give directive for submission of assignment.

LATE ASSIGNMENTS: Assignments could be turned in earlier, but not later than the deadline set by the teacher.

GUIDELINE FOR WRITTEN WORK: Guidelines will be set for specific assignments.

ACADEMIC INTEGRITY/HONESTY: “Babcock University has a zero tolerance for any form of academic dishonesty. Morally and spiritually, the institution is committed to scholastic integrity. Consequently, both students and staff are to maintain high, ethical Christian levels of honesty. Transparent honest behavior is expected of every student in all spheres of life. Academic dishonesty include such things as plagiarism, unauthorized use of notes or textbooks on quizzes and examinations, copying or spying the test or paper of another student (formal or take-home), talking to another student during examinations. Academic matter would automatically results in a failing grade for the examination, and suspension, or outright dismissal from the university. Academic dishonesty issues are referred to SPEAM (Senate Panel on Examination and Academic Misconduct) who investigates and makes recommendations to Senate. Penalties for examination and academic misconduct are spelt out in the *student’s handbook* and in other regulations as published from time to time” (*BU Academic Bulletin2012-2015 p.18*).

GRIEVANCE PROCEDURE

“Students who believe that their academic rights have been infringed upon or that they have been unjustly treated with respect to their academic program are entitled to a fair and impartial consideration of their cases. They should do the following to effect a solution:

1. Present their case to the teacher(s) concerned
2. If necessary, discuss the problem with the Head of Department
3. If agreement is not reached at this level, submit the matter to the School Dean
4. Finally, ask for a review of the case by the Grievance Committee
5. A fee is charged for remarking of scripts. If a student’s grievance is upheld after an external examiner has remarked the script, the grade would be credited to the student. The lecturer will be given a letter of reprimand and will be asked to refund the fees to the student. If the student’s grievance is not sustained, the student will be given a letter of reprimand and the original grade retained” (*BU Academic Bulletin2012-2015 p.18*).

TEACHING/LEARNING METHODOLOGIES: Lectures and class discussions, readings

COURSE ASSESSMENT/EVALUATION

Continuous Assessment:

Class Attendance:	5% }	} =40%
Quizzes & Tests:	10% }	
Assignments:	10% }	
Mid-Semester Exam:	15% }	
Final Semester Exam:	60% }	

GRADE SCALE

Currently, the 5-point grading system adopted by the University Senate translates as follows:

Grades	Marks- Quality	Range Points	Definition
A	80-100	5.00	Superior
B	60-79	4.00	Above Average
C	50-59	3.00	Average
D	45-49	2.00	Below Average
E	40-44	1.00	Pass
F	0-39	0.00	Fail

INCOMPLETE GRADE: An incomplete grade may only be assigned to a student upon request, due to an emergency situation that occurred within that semester, which prevented completion of an/some assignments, quizzes, or examination. Such a student would complete a contract form, obtainable from the Registrar, after agreement with the teacher. The form must be signed by the teacher, the student, the HOD, the dean, the Registrar, and the Senior Vice President (SVP) before contract begins. The original copy of the incomplete form will be sent to the Registrar with copies to the teacher, the student, the HOD, the dean, and the SVP. An incomplete grade (I) reverts to the existing grade if contract is not completed by the end of the following semester (including summer semester, except for examinations), (*BU Academic Bulletin 2012-2015 p. 20*).

STUDENTS WITH DISABILITY

“Babcock University seeks to provide a conducive environment for optimal living and learning experience. While the university is working towards facilities that accommodate persons with disabilities, provisions will be made for students with disabilities under the following conditions. Students with disabilities are to:

- a. Report to Student Support Services for assessment, and obtain a clearance/recommendation at the commencement of the semester or as soon as disabling incidence occurs
- b. Show the clearance/recommendations to relevant university officials at the commencement of the semester or as soon as disabling incidence occurs
- c. Maintain ongoing contact with Student Support Services” (*BU Academic Bulletin 2012-2015 p. 20*).

PROPOSED WEEKLY OUTLINE OF SCHEDULE:

DATE	TOPICS	CLASS ACTIVITIES
<i>Week 1</i>	Introduction, definition of concepts-Information Technology, Information systems, e-business, e-commerce, social networks etc. benefits and challenges	Lecture & Class Discussion
<i>Week 2</i>	Strategy, strategic management, competitive advantage, information systems, Overview of information systems.	Lecture & Class Discussion
<i>Week 3</i>	Elements of strategic management, components of the strategic plan, examples of strategic plan.	Lecture & Class Discussion
<i>Week 4&5</i>	Information systems strategy, strategic information systems, Information technology and competitive advantage (Porter's Value Chain Analysis)	Lecture & Class Discussion
<i>Week 6</i>	Information systems policies, standards and procedure, developing corporate information technology strategy and policy, Strategic Information Technology Plan	Lecture & Class Discussion
<i>Week 7</i>	Information governance, Information Technology Acquisition, Vendor Relationships and Contract Negotiation and IT Outsourcing, trade-offs with in-sourcing, out-sourcing, and off-shore development.	Lecture & Class Discussion
<i>Week 8</i>	Information Asset Controls, Data & Center Management (Big data, data mining)	Lecture & Class Discussion
<i>Week 9 & 10</i>	Corporate Information Technology policy; National information and information technology (IT) policies and legislation.	Lecture & Class Discussion
<i>Week 11 & 12</i>	Challenges in developing and implementing IT policies/ legislation at the corporate and national level	Lecture & Class Discussion
<i>Week 13</i>	Information security strategy- back up strategies, authentication and authority control	Group Assignment/ presentations
<i>Week 14</i>	Examination	

Issues

Personal data and privacy

Corporate Governance, financial reporting, stock market requirements
Money laundering, and other criminal acts
Intellectual Property, Trademarks and Copyright
Electronic communication, signatures etc.
Electronic commerce
Email monitoring, appropriate use and confidentiality
Email defamation
Document and record retention
IT products and services contracts
Sector specific regulations e.g. financial, health, pharmaceutical

IT Architecture

Capability of current infrastructure
Monitoring technology developments via reliable sources
Conducting proof-of-concepts
Risk, constraints and opportunities
Acquisition plans
Migration strategy and roadmaps
Vendor relationships
Independent technology reassessment
Hardware and software price/performance changes
Covering the following activities:
Technological infrastructure planning
Monitoring future trends and regulations
Assessing technological contingency
Planning hardware and software acquisitions
Defining technology standards
The group believe that measurement of these activities is

Organizational Data Management- big data, data mining

Information policies and strategies

1. Defining the challenge of information management in modern organisations.
2. The value of information and data. Usage of information to obtain knowledge for the benefit of the organisation
3. Consistency of information with organisations' business priorities.
4. The concept of 'Garbage in - Garbage out'
5. Comparing/contrasting centralisation with decentralisation with respect to managing information across the organisation.
6. The different needs of different users and how these can be catered for.

Security mechanisms 1. Types of backup strategies - full backup, incremental backup

2. Different backup methods
 - a. Standard data back-up procedure.
 - b. RAID system.

- c. Grandfather-father-son.
- d. Onsite and offsite backups.
- 1.3.3 Security of data
 - 1. Importance of data integrity.
 - 2. Authentication vs. Authorization
 - 3. Authentication technologies
 - a. User ID/Password.
 - b. Access cards (e.g. Near Field Communication - NFC).
 - c. Biometrics (e.g. fingerprint, palm print, voice recognition and retina/iris scanning).
 - 4. Authorization
 - a. Electronic access control.
 - b. Physical access control.
 - c. Rights management.
 - d. Permissions and Restrictions.
 - 5. Securing against malicious attacks
 - a. Physical (CCTV, alarms, access control, protection against theft and arson).
 - b. Electronic (anti-viruses, spyware, firewalls, data encryption for stored data).
 - 6. Communications security (e.g. data encryption to protect data in transit)
 - 7. Disaster planning
 - 8. Security vs. Usability
 - a. The balancing act between additional security and its impact on users.
 - b. Security policies (e.g. password strength policy)
 - i. E.g. The requirement for highly complex passwords might lead users to write them down on a piece of paper.