Course Syllabus
FCBE MIS7670/8670 – Information Security Management
Fall Semester, 2020
3.0 Credit Hours

Instructor: Huigang Liang, PhD
Professor and FedEx Chair of Excellence in MIS
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Office: FCBE #346

Office Hours: Mon. 1:00-4:00 PM or by appointment (Zoom)
Classroom: FCB #263
Class time: Mon Wed. 5:30-6:55 PM

Course Overview:
This is a general introductory business course in which you will develop knowledge and skills for the management and assurance of security of information and information systems in technology-enabled environments. It focuses on concepts and methods associated with planning, designing, implementing, managing, and auditing security at all levels on different platforms. The course presents techniques for assessing risk associated with accidental and intentional breaches of security and covers the associated issues of ethical uses of information and privacy considerations.

Pre-Requisites/Co-Requisites:
There are no course pre-requisites to enrolling in this course. However, the student should have a good grasp of basic mathematics and applied writing skills. In general, it is assumed that all students who are registering for Fogelman College classes have successfully completed any pre-requisites or are enrolled currently in any co-requisites associated with this course.

Required Texts:

The best way to get the textbook is to rent it from Amazon for a semester with about $33
https://www.amazon.com/gp/offer-listing/133740571X/ref=dp_oj_all_mbc_mma?ie=UTF8&condition=all
Location of Course Materials:
Some course materials are located on the eCourseware website.

Course Objectives:
This course focuses on the managerial aspects of information security and assurance. Topics covered include access control models, information security governance, and information security program assessment and metrics. Coverage on the foundational and technical components of information security is included to reinforce key concepts. The course includes up-to-date information on changes in the field, such as national and international laws and international standards like the ISO 27000 series.

Specific topic coverage includes:
- Introduction to the Management of Information Security
- Compliance: Law and Ethics
- Governance and Strategic Planning for Security
- Information Security Policy
- Developing the Security Program
- Risk Management: Assessing Risk
- Risk Management: Treating Risk
- Security Management Models
- Security Management Practices
- Planning for Contingencies
- Security Maintenance
- Protection Mechanisms

Fogelman College: Learning Outcomes for Your Degree
This course is designed to help you to meet the overall learning objectives for the MSIS degree offered by the Fogelman College. You should take the time to become familiar with the overall learning objectives as a student in the MSIS degree program.

- MSIS (https://www.memphis.edu/fcbeassessment/msis-degree/msis-learning-outcomes.php)

Course Methodology
This course will be taught completely in a virtual format. We will interact both synchronously or asynchronously through eCourseware, email, and virtual meeting tools (e.g., Zoom). In each week, I will post a lecture video. You will take a quiz each week online. Since this is an online course, there will be no strict class time, but I will make myself available via Zoom during the class time if any of you request to meet me. I will provide more details in the first Zoom meeting of the class. The first Zoom meeting is required for all students because I will go over important logistics of this course.

Professor’s Expectations of Students:
In general, you should assist the instructor in creating a positive, supportive environment for learning by staying engaged in the course and actively participating in all online interactions.
**Student's Expectations of the Professor:**

In my role as your instructor, there are certain things you can expect from me including: well-organized and engaging learning experience, response to emails within two (2) business days, and feedback on all work submitted within 7-10 calendar days.

**Grading and Evaluation Criteria**

Over the semester, you will have a variety of opportunities to earn points towards your final (overall) letter grade in this course. This section of the syllabus describes the assessed work you will be doing and how overall (final) letter grades will be computed.

**Final Course Grades**

Final course grades are earned according to the following table:

<table>
<thead>
<tr>
<th>Points percentage</th>
<th>Letter grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>89 - 92.9; 93 - 96.9; 97-100</td>
<td>A-, A, A+</td>
</tr>
<tr>
<td>79 - 82.9; 83 - 86.9; 87 – 88.9</td>
<td>B-, B, B+</td>
</tr>
<tr>
<td>69 - 72.9; 73 - 76.9; 77 – 78.9</td>
<td>C-, C, C+</td>
</tr>
<tr>
<td>60 - 68.9</td>
<td>D</td>
</tr>
<tr>
<td>&lt; 59.9</td>
<td>F</td>
</tr>
</tbody>
</table>

Your overall grade for the semester is based on how well you perform on a mixture of formal activities. A detailed description of each of the assessed activities can be found after the scoring summary table below.

**Summary of Graded Activities**

Points earned on the assessed activities will be distributed as follows:

<table>
<thead>
<tr>
<th>Component</th>
<th>Total Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quizzes</td>
<td>20%</td>
</tr>
<tr>
<td>Midterm exam</td>
<td>20%</td>
</tr>
<tr>
<td>Final exam</td>
<td>20%</td>
</tr>
<tr>
<td>Online discussion</td>
<td>20%</td>
</tr>
<tr>
<td>Presentation</td>
<td>20%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>

**Quizzes:**

Following each chapter, an online quiz will be given. There will be a total of 12 quizzes. The quiz will be automatically graded after you complete it. You can try two times, and the higher score will be your final score. Each quiz has 10 questions for a total of 10 points. The question types are yes/no and multiple
choices. The average of the 12 quiz scores will be calculated and factored into your total score for this course.

**Mid-term Exam:**

The mid-term exam will be given in the week of 09/28. It contains 30 questions. The question types are yes/no and multiple choices. You have 60 minutes to complete the exam. You can only take it once. The exam will be automatically graded after you submit your exam.

**Final Exam:**

The final exam will be given in the week of 11/18. It contains 60 questions. The question types are yes/no and multiple choices. You have 120 minutes to complete the exam. You can only take it once. The exam will be automatically graded after you submit your exam.

**Discussion:**

Throughout the semester, each student is expected to participate in online discussion. I created a discussion board titled “MIS 7670 Discussion Board” under Communication>>Discussions on eCourseware. Students are required to start a new topic for each of the exercise questions at the end of a chapter. For each chapter, every student should at least start one new topic or take part in the discussion of one topic. Your score will be based on both the amount and the content quality of your posts.

**Presentation:**

At the end of the semester, each student needs to make a presentation on an interesting and important security management issue. There is no restriction on the topic. You can do a case study on an organizational data breach incident, discuss the balance between privacy and security, or describe a security challenge associated with AI, just name a few. Feel free to choose any topic you are interested and eager to know more about it. Your presentation should be well structured and informative. The length should be around 10 minutes. Use PPT to support your presentation. Record your presentation and make a video. Upload it into your Youtube channel and submit the link to eCourseware.

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**Tentative Course Schedule**

<table>
<thead>
<tr>
<th>Week</th>
<th>Date</th>
<th>Topic</th>
<th>Reading</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>8/17, 19</td>
<td>Introduction to the Management of Information Security</td>
<td>Chapter 1</td>
</tr>
<tr>
<td>2</td>
<td>8/24, 26</td>
<td>Compliance: Law and Ethics</td>
<td>Chapter 2</td>
</tr>
<tr>
<td>3</td>
<td>8/31, 9/2</td>
<td>Governance and Strategic Planning for Security</td>
<td>Chapter 3</td>
</tr>
<tr>
<td>4</td>
<td>9/7, 9</td>
<td>Information Security Policy</td>
<td>Chapter 4</td>
</tr>
<tr>
<td>5</td>
<td>9/14, 16</td>
<td>Developing the Security Program</td>
<td>Chapter 5</td>
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<tr>
<td>6</td>
<td>9/21, 23</td>
<td>Risk Management: Assessing Risk</td>
<td>Chapter 6</td>
</tr>
<tr>
<td>7</td>
<td>9/28, 30</td>
<td>Midterm exam</td>
<td></td>
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<tr>
<td>8</td>
<td>10/5, 7</td>
<td>Risk Management: Treating Risk</td>
<td>Chapter 7</td>
</tr>
<tr>
<td>9</td>
<td>10/12, 14</td>
<td>Security Management Models</td>
<td>Chapter 8</td>
</tr>
<tr>
<td>10</td>
<td>10/19, 21</td>
<td>Security Management Practices</td>
<td>Chapter 9</td>
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<tr>
<td>11</td>
<td>10/26, 28</td>
<td>Planning for Contingencies</td>
<td>Chapter 10</td>
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<tr>
<td>12</td>
<td>11/2, 4</td>
<td>Security Maintenance</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>11/9, 11</td>
<td>Protection Mechanisms</td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>11/16</td>
<td>Review</td>
<td></td>
</tr>
<tr>
<td></td>
<td>11/18</td>
<td>Final exam</td>
<td></td>
</tr>
</tbody>
</table>

Course Policies

E-MAIL:
All students are required to maintain and access their University of Memphis (@memphis.edu) email account. You will receive all official course correspondence at this email account. Any inability to receive incoming mail in a timely fashion (e.g., not regularly checking your email, having a “full mailbox” condition, etc.) is the student’s responsibility.

Attendance:
Since this is an online class taught in both synchronous asynchronous formats, formal attendance will not be taken. However, you are expected to stay active and engaged throughout the academic term and keep up with the schedule of activities. Your full engagement in the class begins on the first day of the semester and should be maintained until the last assignment is submitted. For students receiving federal student loans, any lack of engagement in the course may be treated as non-attendance and potentially impact access to student loans in the future.

Adding / Dropping:
If you have questions about adding or dropping classes, please refer to this page on the Registrar’s website (opens in new window).

Academic Integrity:
The University of Memphis has clear codes regarding cheating and classroom misconduct. If interested, you may refer to the Student Handbook in the section on Code of Student Rights & Responsibilities for information. If you have any questions about academic integrity or plagiarism, you are strongly encouraged to review the Fogelman College's Website on Academic Integrity (opens in new window).

Participation:
To be successful in this course as a student, you must stay active and involved throughout the entire semester. Students are expected to participate in all interactive aspects of the course. You should also regularly communicate with the instructor as part of your overall learning experience, check into the course website frequently for announcements (on eCourseware), and actively participate in threaded discussion events (both formal and informal). You should plan on logging into the course at least three times each week.

Classroom or Online Behavior:
All participants in the course should be considerate of the other course participants and treat them (as well as their opinions) with respect. The class will operate under the assumption that any and all feedback offered is positive in nature and that the intentions of the person(s) providing feedback are strictly honorable. Insensitivity in this area will not be tolerated. If you have any questions about online communication, you should review the Fogelman College's Netiquette website (opens in new window).
Late Assignments:
Assignments and projects may be submitted anytime up to and including the date due. Please review all information in this syllabus and related “Course Activity Summary / Schedule” for all due dates for formally assessed work. If your work is not submitted on time, the instructor reserves the option to deduct up to 20% of the grade value for tardiness depending upon the circumstances and appropriate communication between the student and the instructor.

Extra Credit:
There may be opportunities for extra credits. The instructor will make announcement on eCourseware once such an opportunity is available.

Reporting Illness or Absence:
Due dates and deadlines have been established for each graded assignment. In this course, deadlines are taken very seriously. Please do not wait until the last day to submit assignments or to take quizzes and exams. If an emergency should arise, it is the student’s responsibility to contact the instructor prior to the deadline to discuss the matter. A deadline extension will be considered only if all of the following conditions are met:
(1) Extreme emergency and (2) Instructor contacted prior to the due date.

Inclement Weather:
In the event that inclement weather requires the cancellation of classes at The University of Memphis, local radio and television media will be immediately notified. Additionally, The University of Memphis has established an Inclement Weather Hotline at 678-0888 as well as TigerText (opens in new window), an emergency alert text messaging service to students, faculty and staff. This optional service is used in the event of an on-campus emergency, an unscheduled university closing, or a delay or cancellation of classes due to, for instance, inclement weather. Additional information on TigerText (opens in new window).

Syllabus Changes:
The instructor reserves the right to make changes as necessary to this syllabus. If changes are necessitated during the term of the course, the instructor will immediately notify students of such changes both by individual email communication and posting both notification and nature of change(s) on the course bulletin board.

Student Services
Please access the FCBE Student Services (opens in new window) page for information about:

- Students with Disabilities
- Tutoring and other Academic Assistance
- Advising Services for Fogelman Students
- Technical Assistance

COVID-19 Notice
As a student enrolled in an FCBE course, please be advised of the resource websites listed below for student accommodation requests, health and safety requirements on campus, classroom conduct, and reporting a suspected COVID-19 illness. If you have questions about the items listed, please email your instructor.
**Student Accommodation Requests**

The University of Memphis is taking all necessary precautions to minimize risk to include careful scheduling of classes, sanitizing and cleaning, and educational/information promotion. However, it is understood that some individuals may be unable to attend on-ground sessions this fall. The University provides a process for students with medically documented reasons (or medically documented reasons for individuals under their care) that prevent them from attending face-to-face classes to request accommodations for remote instruction.

Disability Resources for Students (DRS) is the University of Memphis department who has been given the responsibility of hearing and approving requests for modifications due to COVID-19 and the virus that causes it. Even if you do not have a disability, but are in need of a modification due to age, living with an at-risk individual or some other circumstance, you must work with DRS. Students seeking accommodations consistent with ADA guidelines must present medical documentation to the Office of Disability Resource Services which will work with the academic departments to provide reasonable accommodations. If faculty or students identify as someone who may be at higher risk for severe illness from COVID-19 due to age or underlying health conditions, or have family members in the "high risk" category, accommodations will be granted to the extent feasible. (Centers for Disease Control (CDC) has provided additional information on who may be at high risk for severe illness at [https://cdc.gov/coronavirus/2019-ncov/need-extra-precautions/index.html](https://cdc.gov/coronavirus/2019-ncov/need-extra-precautions/index.html)

To start your COVID-19-related request, complete the Student Introduction Form found at [https://yukon.accessiblelearning.com/Memphis/ApplicationStudent.aspx](https://yukon.accessiblelearning.com/Memphis/ApplicationStudent.aspx). When asked for the primary disability, use the dropdown menu to find your COVID-19 request status. Once you've completed this form, you will be contacted via your University of Memphis email about documents needed to support your request. Once documentation is received and reviewed, you will be informed regarding next steps.

For more information, browse [https://www.memphis.edu/drs/covid19-info.php](https://www.memphis.edu/drs/covid19-info.php)

The University of Memphis values diversity, and, therefore, students with diverse learning preferences and needs are welcome in this course. You are encouraged to speak with your instructor privately if there are aspects of instruction or design of a course that result in barriers to inclusion or accurate assessment of achievement. If barriers are preventing anyone with a temporary injury or a physical, mental, or cognitive condition from participating fully in this course, please contact Disability Resources for Students (DRS) to submit an official request for course accommodations. You may contact DRS by calling 901-678-2880, emailing drs@memphis.edu, or visiting 110 Wilder Tower.

For more information, browse [https://www.memphis.edu/drs/](https://www.memphis.edu/drs/)

**Health and Safety Requirements on Campus**

Students should check their UofM email. Each student received an educational video addressing the important role that each of us play in maintaining the safety and health of our community prior to their return to campus, along with a video about how to properly wear a face covering. Students must watch both videos included in the unique link and submit their intent to comply with the expectations.

Physical distancing of at least 6 feet between individuals remains in place in all campus spaces. This includes the interior of buildings and outside. Face masks are required in all indoor and outdoor public spaces. All surfaces and computer workstations must be sanitized prior to use. Students must sit only in approved seats or lab workstations. All those on campus must abide by University social distancing and mask protocols, including any contractors or visitors.
Classroom Conduct

Face masks or face coverings are required by all faculty, staff, and students in classrooms and on campus. Students without face coverings a first time will be asked to leave the class. Further violations will be referred to the Office of Student Conduct. Students who choose not to follow the face covering requirements will forfeit the right to be on campus.

For more information, browse https://www.memphis.edu/coronavirusupdates/plan/agreement.php

Report Process for Suspected COVID-19 Illness

To protect the campus community and student health and wellness, the Student Health Center is providing virtual appointments for patients. Visit My Patient Portal to schedule a virtual appointment or call 901.443.1397 or 901.443.6438 between 9 a.m.-4:30 p.m. Virtual appointments are available from 10:30 a.m.-2 p.m., Monday through Friday. After you schedule an appointment on the MyPatient Portal, a provider will reach out with instructions for a Telehealth virtual appointment, which you may access through a personal electronic device.

If you have symptoms of coronavirus (persistent fever, cough, difficulty breathing) or had contact with a confirmed or suspected case of coronavirus, please call the Student Health Center at 901.443.1397 or 901.443.6438 between the hours of 9 a.m.-4:30 p.m. After hours, please call the COVID-19 public information numbers, 833.556.2476 and 877.857.2945, available from 10 a.m.-10 p.m. daily, or the 24-hour COVID-19 hotline at 800.232.4636.

For more information, browse https://www.memphis.edu/health/