Assignment #1

At the request of the department chair Karen Allen, Donna Scattone has asked for help in developing a solution to improve the current faculty evaluation process. At the conclusion of each semester faculty within the college are asked to distribute evaluations to their students. These evaluations are processed by the IT department at CCRI and the results are sent to the department chairs. The current process for this is extremely time consuming and requires much manual intervention, typically by the administrative assistants in the departments. Information is gathered for each section a faculty member teaches, and the college has recently expanded this to include courses taught by adjunct faculty as well. As you might imagine the volume here is substantial, when you add the fact that it is all done in hard-copy form the inefficiency is obvious. Professor Allen along with the rest of the department feels that a comprehensive needs analysis should be done and a consistent and easy to maintain solution should be adopted.

There are a variety of aspects to this project. An interface has to be developed that is easy to use and secure. The data needs to be stored in a central location that is easily accessible by the department chair. A reporting process must be developed to give the chair and the individual faculty appropriate feedback based on the student responses.

In order to give you a true sense of their requirements and to provide you with the critical information you will need, Donna Scattone and the department chair, Karen Allen, will be available for your questions (I will provide you with the location and time once details are finalized).

PROBLEM

1. Prepare an organization chart for the Computer Studies department at CCRI

2. What suggestions do you have for information systems that might help the department become more efficient and effective?