

MATH 4095 – Solving Industrial Research Problems Syllabus Spring 2015

Professor: Dr. Tracy Bibelnieks
Office: SCC 104
Office hrs: 10-11:30 am MWF, 12-1:30 pm Tuesday or by appointment
These are tentative – check my office door for updates
Phone: 218-726-6803
Email: tbibelni@d.umn.edu (preferred method of communication!)
Class Time: 3-3:50 MWF SCC 21

Moodle Site

Our class *Moodle* site will be the repository for all of the materials needed for this course as well as where you will upload documents, presentations, reflections, etc. I may also set up a Google Drive for ongoing updates of project materials, posting of data sets, etc.

Calendar	Project Component	Grade Percentage
Weeks 1 – 2	Background and secondary research on clients, data and research question Focus on software tools we will need	5%
Weeks 3 – 4	In depth look at research questions, data, meeting the clients, and selection of project teams	5%
Week 4 – 5	Project team work begins. Preliminary data/strategy exploration, development of solution strategy proposal and management timeline.	10%
Weeks 6 – 10	In depth analysis, project work, weekly status reports to class. Bi-weekly status/presentations to client	50%
Weeks 11 – 12	Preliminary report and assessment of business value of project work. Continued work on finalizing project	10%
Weeks 13 – 14	In-house preparation/practice of final presentations, written reports and extensions of work.	10%
Week 15	Formal presentations to clients. Submission of final project products.	10%

Rules of Client Engagement

- Project Teams must direct all communication to client contacts through Dr. Bibelnieks (e.g. no direct contact with clients without approval of email messages)
- Meetings with clients either in person or through teleconference require respectful business casual dress.
- All presentations to clients must be approved prior to presentation. Don't get caught late in the game and be in a position where YOU have to tell the client you aren't prepared.
- Deadlines are deadlines - in order to complete a project within the scope of this semester we will need to attend to a consistent work ethic that includes significant time OUTSIDE of class.
- Nondisclosure forms must be signed and taken seriously. YOU risk bearing the responsibility of liability should the agreements be violated.

GRADING & COURSE COMPONENTS

94% or above	A	70 – 79%	C
90 – 93%	A-	60 – 69%	D
80 – 89%	B	<60%	F

I reserve the right to *lower* your grade if your attendance and/or participation fall well below expectations. I reserve the right to *raise* your grade for exceptional improvement/engagement in understanding throughout the semester. Please contact me if you have questions on grading. Check your grade on *Moodle* often to look for grading errors.

ADDITIONAL INFORMATION

Expectations:

UMD is committed to providing a positive, safe, and inclusive place for all who study and work here. Instructors and students have mutual responsibility to insure that the environment in all of these settings supports teaching and learning, is respectful of the rights and freedoms of all members, and promotes a civil and open exchange of ideas. To reference the full policy please see: <http://www.d.umn.edu/vcaa/TeachingLearning.html>

Students with Disabilities:

It is the policy and practice of the University of Minnesota Duluth to create inclusive learning environments for all students, including students with disabilities. If there are aspects of this course that result in barriers to your inclusion or your ability to meet course requirements such as time limited exams, inaccessible web content, or the use of non-captioned videos, please notify the instructor as soon as possible. You are also encouraged to contact the Office of Disability Resources to discuss and arrange reasonable accommodations. Call 218-726-6130 or visit the DR web site at www.d.umn.edu/access for more information.

Student Conduct Code:

Appropriate classroom conduct promotes an environment of academic achievement and integrity. Disruptive classroom behavior that substantially or repeatedly interrupts either the instructor's ability to teach, or student learning, is prohibited. Student are expected adhere to Board of Regents Policy: *Student Conduct Code*: http://www1.umn.edu/regents/policies/academic/Student_Conduct_Code.pdf

Academic Integrity:

Academic dishonesty tarnishes UMD's reputation and discredits the accomplishments of students. Academic dishonesty is regarded as a serious offense by all members of the academic community. UMD's Student Academic Integrity Policy can be found at: <http://www.d.umn.edu/conduct/integrity/>

Materials posted on the class Moodle site

Materials posted on the Moodle site are the copyright property of the instructor and may not be distributed and/or posted on any public website or app without written permission of the instructor. Taking notes is a means of recording information but more importantly of personally absorbing and integrating the educational experience. However, broadly disseminating class notes beyond the classroom community or accepting compensation for taking and distributing classroom notes undermines instructor interests in their intellectual work product while not substantially furthering instructor and student interests in effective learning. For additional information, please see: <http://www.d.umn.edu/vcaa/ClassNotesAppropriateUseof.html>

Final Exams:

All 1xxx-5xxx courses offered for undergraduate credit should include a final graded component or end of term evaluation that assesses the level of student achievement of one or more course objectives. All final graded components are to be administered or due at the time and place according to the final exam schedule and not during the last week of class. To reference the full policy please see: <http://www.d.umn.edu/vcaa/FinalExams.html>

Excused Absences:

Students are expected to attend all scheduled class meetings. It is the responsibility of students to plan their schedules to avoid excessive conflict with course requirements. However, there are legitimate and verifiable circumstances that lead to excused student absence from the classroom. These are subpoenas, jury duty, military duty, religious observances, illness, bereavement for immediate family, and NCAA varsity intercollegiate athletics. For complete information, please see: <http://www.d.umn.edu/vcaa/ExcusedAbsence.html>