Industrial & Systems Engineering
New Graduate Student Orientation

Jeff Smith, Graduate Program Officer and
Alice Smith, Department Chair
Welcome to Auburn!
The Graduate School

- Dean – Dr. George Flowers
- The Graduate School makes MOST of the rules and is ultimately responsible for admissions, enforcing graduation requirements, etc.
- Web site – http://www.grad.auburn.edu
  - Calendar of important dates
  - Forms
  - AU Bulletin (http://www.auburn.edu/student_info/bulletin/)
  - Tiger Cub (http://auburn.edu/tigercub/)
INSY People

• Administration
  – Dr. Alice Smith, Department Chair
  – Dr. Jeff Smith, Graduate Program Officer (GPO)
  – Ms. LuAnn Sims, Student Advisor

• Staff
  – Ms. Linda Pitchford
  – Ms. Ramona Shierling-Nelson
  – Ms. Barbara Swanson

• Graduate students – approximately 85 on campus + 35 outreach

• Undergraduate students – approximately 180
INSY People – the Faculty

Regular Faculty
• Robert (Bob) Bulfin
• Jerry Davis
• John Evans
• Kevin Gue
• Chan Park
• Rich Sesek
• Alice Smith
• Jeff Smith
• Robert Thomas
• Jorge Valenzuela

Emeritus / Adjunct / Instructors
• JT Black
• Nathan Dorris
• Saeed Maghsoodloo
• Lewis Payton
• Rick Reynolds
• LuAnn Sims
Information

  - Course schedules
  - Graduate core courses
  - General information on the department, faculty, etc.

- Departmental mailboxes (faculty and students)
  - 3301 Shelby (the copier room)

- Graduate Student Email List
  - All graduate students should sign-up
  - [http://mailman.eng.auburn.edu/mailman/listinfo/insy-grad](http://mailman.eng.auburn.edu/mailman/listinfo/insy-grad)
Email

- Email is the preferred method of official communication within the department
- Please use your official Auburn email account to send/receive email whenever possible
- For administrative issues, also included you Banner ID number in correspondence
Degrees Offered

- **MISE**
  - At least core courses, 12 hours of electives, design project + oral exam or additional 3 hour elective + written exam

- **MISE/MBA**
  - Same as MISE plus MBA courses

- **MS**
  - At least core courses, at least 9 hours of electives, thesis, oral exam

- **PhD**
  - At least core courses, areas of specialization, general exam, dissertation, oral exam (≥ 60 hours)
Joint MISE/MBA Program

• We have a joint program for the two degrees
• Take the required MISE courses plus an additional 24 hours
• Must be admitted to both programs
  – need only take one of GRE/GMAT
• No specific timing of the courses as long as prerequisites are followed.
• Special Plan of Study for the joint program
• We assume that you have the equivalent of an undergraduate IE degree:
  – Calculus-based probability and statistics (STAT 3600/3610)
  – Operations research (INSY 3400/3410)
  – Engineering Economy (INSY 3600)
  – Other IE background (production/manufacturing systems, ergonomics, quality control, etc.)
• http://eng.auburn.edu/programs/insy/programs/grad/required-background.html
Core Courses

- 5 courses – 15 total hours
- All Students Take
  - INSY 7300 – Advanced Engineering Statistics I
  - INSY 6600 – Manufacturing/Production Economics
  - INSY 7420 – Linear Programming/Networks
- Plus choose two of the following four:
  - INSY 7030 – Manufacturing Systems Design
  - INSY 7240 – Production and Inventory Control Systems
  - INSY 7400 – Simulation Modeling and Analysis
  - INSY 7060 or INSY 6010 – Ergonomics 1 (7060) or Safety Engineering (6010)
Course Offerings

- **Core courses:**
  - Offered once a year
  - Try to offer these during the same semester each year. Tentative schedule is on the web page.

- **Elective courses:**
  - Some offered once a year, others offered every other year

- [http://eng.auburn.edu/programs/insy/programs/grad/core-courses.html](http://eng.auburn.edu/programs/insy/programs/grad/core-courses.html)
Every INSY graduate student is expected to enroll in INSY 7950, Seminar. Attendance will be taken and is mandatory. This course features guest speakers on state-of-the-art topics in Industrial Engineering. This course is an important part of your professional development.
English Proficiency

• For international students:
  – ENGL 1800 – Oral proficiency
  – ENGL 1820 – Classroom communications (required for TAs)
  – ENGL 1900 – Writing proficiency

• More advanced courses:
  – ENGL 3040 – Technical writing
  – ENGL 3080 – Business Writing
Academic Standing

- To be in good academic standing, you must have a cumulative GPA of at least 3.0
  - Academic Probation
    - Happens if at the end of any semester, the cumulative GPA falls below a 3.0.
  - Academic Suspension
    - Happens if the cumulative GPA remains under 3.0 after the next 9 credit hours of graduate enrollment after being put on probation.
    - Remediation plan approved by the department and the Dean of the Graduate School

- **STAY IN GOOD STANDING**
All incoming students are advised by the GPO (Dr. Jeff Smith).

After completing approximately 10 hours of coursework, you choose a permanent advisor.

You and your advisor choose a committee of two or more additional faculty members.

Committee advises on the **Plan of Study** (POS)
- Should be completed after completing 10 hours of coursework ([http://graduate.auburn.edu/gspoststudent/](http://graduate.auburn.edu/gspoststudent/))
- **Cannot graduate the term that the POS is approved**
- Approved online by all committee members, the department chair, and the graduate dean.
Teach/Research Assistantships

• Limited departmental funds – if you do not currently have an assistantship, work hard and maybe you can earn one
• We try to provide office space for all graduate students, but TA/RAs get priority
• If you are on a TA/RA appointment, you cannot have another job without departmental approval
• Dr. Alice Smith will discuss the TA/RA process further
Course Schedule

- Should take core courses when possible
- Core courses are generally only offered once a year – delaying can cause long delays in graduating
- TA/RA and International students should register for at least 10 hours/semester
- Selection of electives is done in conjunction with your advisor – electives should build depth in a topic of interest.
Research Ethics

- It is important to follow accepted research practices
  - **NO PLAGIARISM**
    - Tiger Cub defines this as cheating (p. 89)
    - Absolutely must use quotes and reference the source of information
  - For other ethics violations, see the following website for additional information:
    - [http://www.fis.ncsu.edu/Grad/ethics/modules](http://www.fis.ncsu.edu/Grad/ethics/modules)
- **INSY departmental policy that no one convicted of academic dishonesty can have departmental financial support.**
Plagiarism

- Even copying more than one continuous paragraph from the same source may be defined as plagiarism.
- Reference at the end of is not sufficient – must also use quotation marks.
- We are more concerned with your ideas than perfect English.
Welcome to Auburn!

Please keep in mind that you are ultimately responsible for your graduate program – learn the requirements, study the electives, meet the faculty and make the most of your graduate education!

AUBURN UNIVERSITY

Samuel Ginn
College of Engineering