Association for Information Systems Student Chapter
Annual Report
June 2019 – May 2020

The University of Alabama

Where Students Learn to Leverage IT for Business Value Realization
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A. Executive Summary

Despite dealing with COVID-19, The University of Alabama (UA) Association for Information Systems (AIS) Student Chapter (SC) has had an active and successful 2019 – 2020 academic year. Some highlights of the Chapter’s accomplishments include:

- **Professional Development:**
  - 406 mock interviews held for members by corporate partners
  - The inaugural year of Women in Cybersecurity (WiCyS) on campus
  - The start of introductory programming course focused events such as “Mock Interviews,” a resume review session, and a career prep day
  - Nine UA AIS members attended the Grace Hopper Celebration (GHC) in October
  - Participation in a SAS Conference Panel
  - Produced a program-wide resume book in both the Fall and Spring Semesters to serve as marketing tools for student members
  - Held meetings via Zoom during the remote learning period

- **Community Service:**
  - The creation of a community coding class to teach basic programming skills to underserved high school students three times a week
  - The expansion of the community coding class to include a once-a-week session for non-high school students due to high school class success in the fall semester
  - A record breaking 1,395 PB&J sandwiches made by AIS members and donated to a local food bank

- **Membership**
  - Hosted socials in partnership with a global consulting firm to provide an informal networking environment
  - Held over 50 meetings to provide opportunities for growth, recruitment, and networking for members and prospective students
  - Coordinated Coding Help Nights through Women in Technology (WIT) to provide help to introductory programming students by connecting them with upperclassmen and teaching assistants

In addition, affinity groups under AIS also went through restructuring phases to best serve their interest groups; MIS Program Ambassadors split into three categories (Corporate Relations, Student Mentorship, and Student Recruitment). Capstone Minority Information Systems Society (CMISS) is undergoing a restructuring phase with the help of a corporate partner.

Communication places a strong emphasis on social media platforms to get up-to-date information to members and prospective students. Personal outreach through classroom interaction and presentations remains strong.

The chapter activities reflect the desire to excel at leveraging IT for business value realization. The chapter’s ultimate goal is to develop our members into professionals who obtain and succeed in internship and fulltime roles in IT.
B. Professional Development

<table>
<thead>
<tr>
<th>Goal:</th>
<th>To develop additional professional career knowledge and career opportunities for AIS members beyond the classroom.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chapter Activities:</td>
<td>Weekly corporate meetings, resume book, mock interviews, corporate events, workshops, student mentoring, GHC attendance</td>
</tr>
<tr>
<td>Result:</td>
<td>AIS members form relationships with corporate partners and peers by leveraging chapter’s network and resources.</td>
</tr>
</tbody>
</table>

Professional development activities are offered throughout the academic year in workshops, events, and initiatives AIS members are invited to participate in to gain knowledge, experience, and connections beyond the classroom setting.

**AIMS Meetings: Corporate Speaker Series**

*Reference Appendix Exhibit A “AIMS” events for a complete list of corporate speakers for the 2019-2020 academic year.*

Corporate presentations are organized and executed by UA-AIS Alabama Information Management Society (AIMS). These presentations provide insight on company culture, technology stacks, industry trends, day-in-the-life, and employment opportunities for students.

AIMS meetings serve as recruitment opportunities to introduce students to company representations before or after the presentation. These connections frequently lead to invitations to interview for internships or full-time opportunities. Additionally, some corporate partners plan additional events to build on relationships fostered their presentation, such as a social, office hours, or a smaller workshop after the presentation that week.

Corporate presentations are typically hosted once a week during the academic year, excluding University breaks and exams.

**AIS Member Resume Book**

Each semester AIS produces a resume book that contains every member’s resume to serve as a marketing tool for our members; the book is distributed to corporate sponsors and companies hiring MIS majors at UA career fairs.

To ensure the quality and professionalism of each submitted resume, resume review sessions are carried out by AIS leadership, upperclassmen, and program support workers. Each reviewer is trained by an experienced reviewer to ensure a uniform, comprehensive review of all resumes.

Resumes that do not meet expectations required for the book are returned to the student with suggestions for improvement. Resumes are then re-submitted and reviewed.

After the submissions are reviewed and approved, the resumes are printed, compiled, and distributed to companies the morning of each UA career fair by UA-AIS Ambassadors.
Mock Interviews
AIS leadership works with MIS faculty to organize and execute mock interviews for AIS members each semester before UA career fairs. The interviews are held over a two-day period with a diverse group of corporate representatives serving as interviewers. Each student participates in at least two interviews, one technical and one behavioral, that are tailored to their semester in the MIS program.

Interviewees then receive constructive criticism and have the opportunity to participate in more interviews if scheduling permits. Interviewers provide feedback to organizers to help identify overall interviewing trends of members.

Corporate Career Fair Reception
In the evening of UA’s on campus career fair, the UA-AIS chapter hosts a reception for corporate representatives. The reception is tailored for senior members to connect with employers in a social setting and present their current projects.

Meals with Industry Representatives
This academic year, UA-AIS affinity groups organized informal meals with corporate partners to enable members to network, learn about company culture, and discuss their industry experience.

A highlight of the meals was the CMISS Walmart dinner held in October, which brought together 20 students across the MIS and CS majors at UA.

Ambassador Program
The UA-AIS Ambassador Program provides AIS members opportunities to network, build communication skills, gain event management experience, mentor, and give back to the program. The program is split into three categories of emphasis: Student Mentorship, Corporate Relationships, and Student Recruitment [see section E Membership]. Each category is led by an experienced upperclassman to organize and spearhead events in that area.

Student Mentorship: Ambassadors mentor students in the MIS program through a variety of events, and they specifically focus on the introductory programming class. In the spring semester, they created a new event to help prepare students for the UA career fairs; “Mock Mock Interviews” brought together first semester students with upperclassmen, AIS leaders, and MIS program teaching assistants to give each student a 15 minute mock interview; this provided students with personal feedback and answered individual questions before the program-wide AIS sponsored mock interviews. Additional events include a resume review session at the beginning of each semester to provide individual feedback and a career fair preparation information session before the career fairs. During the career fairs, Ambassadors also volunteer to serve as “career fair buddies” to underclassmen to familiarize them with the career fairs.

Corporate Relationships: Ambassadors help facilitate relationships with corporate partners by providing assistance with the weekly AIMS meetings, representing and distributing the resume book at the career fairs, supporting mock interviews, and giving corporate tours of the MIS program space. Additionally, students represented the MIS program at the SAP conference held on campus by staffing a panel to ask questions and engage with company representatives.

<table>
<thead>
<tr>
<th>Participation</th>
<th>Fall 2019</th>
<th>Spring 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Companies</td>
<td>16</td>
<td>16</td>
</tr>
<tr>
<td>Representatives</td>
<td>30</td>
<td>22</td>
</tr>
<tr>
<td>Students</td>
<td>98</td>
<td>91</td>
</tr>
<tr>
<td>Interviews</td>
<td>202</td>
<td>204</td>
</tr>
</tbody>
</table>
Grace Hopper Celebration Attendees

Nine AIS members attended the Grace Hopper Celebration (GHC) in Orlando, FL in October 2019. GHC is the largest gathering of female technologists in the world. They attended networking events, participated in a career fair with 466 companies, and attended sessions to learn from experts in the field. In total, the UA AIS members had 40 onsite interviews and received 15 onsite offers.

AIS helped prepare their members for GHC by hosting preparation events, notifying them of scholarship opportunities, and encouraging members to connect with each other before attendance.

C. Community Service

<table>
<thead>
<tr>
<th>Goal:</th>
<th>Promote social responsibility among members by contributing information technology, energy, and resources to improve the greater community</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chapter Activities:</td>
<td>Community Coding Classes, PB&amp;J Event</td>
</tr>
<tr>
<td>Result:</td>
<td>Increased participation and growing interest in programs from community members</td>
</tr>
</tbody>
</table>

Community Coding Classes

Started in the fall semester, a MIS student spearheaded an initiative to bring a basic programming class into a local underserved high school. The curriculum was developed by a team of AIS members and MIS faculty to teach basic HTML, CSS, and JavaScript. The initiative is led and taught by AIS members. The fall 2019 course was in one high school and had a total of 10 students. The course met three times a week for the duration of the semester. In the spring, it expanded to include a community program for all ages; this new program was held once a week using the same curriculum. The program expanded due to high community demand and interest.

WIT PB&J Event

Each semester, WIT hosts a PB&J sandwich making event for a local food bank, the Tuscaloosa Soup Bowl. Supplies are sponsored by Pariveda, and all AIS members and MIS faculty are invited to make PB&J sandwiches. In the spring semester, 68 students made and donated a record number of 1,395 PB&J sandwiches.
D. Fiscal Responsibility

<table>
<thead>
<tr>
<th>Goal:</th>
<th>To raise enough funds to ensure stable financial position of the chapter and remove cost constraints for student participants</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chapter Activities:</td>
<td>AIS dues, corporate sponsors, department funds, SGA funds, percentage night</td>
</tr>
<tr>
<td>Result</td>
<td>Through the collection of dues and corporate sponsor donations, the chapter was able to fund a variety of activities and initiatives</td>
</tr>
</tbody>
</table>

The chapter’s full financial statement, including revenues and expenses, can be viewed in Appendix Exhibit D.

The treasurer ensured the financial stability of the chapter through responsible:
- Collection and reporting of student dues
- Requests and training for funding through the UA Student Government Association and MIS Program
- Distribution and reporting of chapter funds to appropriate affinity groups and sponsored events

AIS Dues
Each semester, AIS members are required to pay $10 to continue receiving benefits of AIS membership. Income from dues are applied to costs such as the Resume Book production, recruiting activities, and AIS social events. For the 2019-2020 academic year, $2,950 was raised from dues.

Corporate Sponsors
Corporate sponsors donate funds to AIS to help provide food and host AIMS, WIT, CMISS, and social events and meetings. Sponsors reimburse the food costs incurred for meetings. Reimbursed costs for AIMS meetings totaled $5,500. WIT received donations of $450, as well as a partnership with BBVA to fund an all-expense scholarship for the Grace Hopper Celebration 2020. CMISS was reimbursed for $400. AIS hosted two events sponsored by CGI for $500.

Department Funds
The ISM department provides additional funding to the chapter, including the payment of the $495 membership fee and the purchase of water and miscellaneous supplies for events $100.

Student Government Funds
AIS and its affinity groups receive funding from UA’s Student Government (SGA) through a funding program called the “Source” on an individual basis to help fund the purchase of supplies and food for events.

Percentage Nights
Local companies in the Tuscaloosa area offer “percentage nights” in partnership with student organizations. CMISS partnered with Baked Bear to receive a portion of income from sales related to their organization.
E. Membership

<table>
<thead>
<tr>
<th>Goal:</th>
<th>To increase enrollment and participation in the AIS chapter</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chapter Activities:</td>
<td>Open houses, campus events, WIT, CMISS, WiCyS, VIB, trivia night, tailgates, intramural sports</td>
</tr>
<tr>
<td>Result:</td>
<td>The chapter leverages affinity groups to promote and host events that coincide with student interest and professional development needs</td>
</tr>
</tbody>
</table>

Recruiting

The UA AIS chapter works closely in conjunction with the MIS program’s recruitment initiatives. By assisting with recruitment into the MIS program, AIS recruits students as well. Recruiting initiatives are heavily carried out through the Ambassadors program as well as affinity group participation in UA’s Get on Board Day for on-campus organizations.

Ambassador Program Student Recruitment

Ambassador Program Student Recruitment: Ambassadors represent the MIS program and help recruit students to the major by hosting events and meeting individually with students. Ambassadors meet with current UA students considering changing their major to MIS to answer any questions the prospective students have and provide advice. In the spring semester they sponsored a new event, a two-day Python Hackathon for Non-MIS majors, which served as a recruitment and learn to code teaching event. Ambassadors give tours to high school students interested in a future major in MIS and staff UA recruitment events for high schoolers to represent MIS, such as Bama Means Business.

Affinity Recruitment through GOBD

UA’s Get on Board Day (GOBD) is held at the beginning of each semester to encourage student involvement in on-campus organizations. Through tabling, signage, and flyers, representatives for AIS affinity groups draw in students interested in their niche fit. GOBD enables the groups to connect with new members that are not in the MIS major, might be considering the MIS major, or have not started classes yet.

Image Promotion

Each AIS affinity organization manages and creates content for their social media pages. By utilizing social media, the organizations reach a wider audience and convey up-to-date information easily.

Retention

The UA AIS chapter encompasses a variety of affinity groups and programs that meet the needs and interests of our membership to keep members engaged, active, and learning.

WIT

Women in Technology (WIT) is an affinity group dedicated to addressing the unique challenges and experiences women face in IT. WIT hosts a variety of events each month, including professional
development, mentoring, and community service opportunities. Professional events include company sponsored events with CGI, SAS, EY, BBVA, Amazon, JP Morgan Chase, Walmart, and Blue Cross Blue Shield of Alabama. Mentoring events include two coding help sessions each semester to provide free tutoring and networking events for student members, led by upperclassmen and AIS leadership; mentoring also includes Java with JHale, a faculty Q&A session to address specific topics and pass guidance from personal experience. Community service serves as the kickoff event each semester with the PB&J making event.

CMISS

Capstone Minority Information Systems Society is an AIS affinity group that aims to increase and support diversity in IT and improve members’ academic and social wellbeing through professional development. Diversity brings different people together, with different ideas, and increases the capacity of knowledge. Although CMISS is currently restructuring under the mentorship of a corporate partner, CMISS hosted a successful dinner with Walmart that fostered natural conversations about diversity, equity, and inclusion in the workplace.

WiCyS

New on campus in fall 2019, the formation of Women in Cybersecurity (WiCyS) at UA was spearheaded by an MIS student. WiCyS aims to help women feel empowered and educated to pursue a career in cybersecurity by exposing members to a variety of careers and opportunities through events. Members cultivate dialogue through events such as the Networking and Interviewing panel and the Non-Technical Aspects of Cybersecurity. Career opportunities are explored through guest speaker events, such as Cybersecurity Consulting with CGI, CISO Guest Speaker Tim Searcy, and Cybersecurity Research and the FBI with Dr. Dolliver.

As the importance of cybersecurity continues to grow, WiCyS, and in turn AIS membership, will continue to grow. Additionally, with the introduction of a new major at UA in cybersecurity, AIS will be able to recruit more members through this suborganization.

VIB

Veterans in Business (VIB) is supported and run by AIS members to give back to our veterans. Although members are not required to be technology majors, UA AIS members and connected faculty host events to encourage connections and support for service veterans. Due to scheduling conflicts of members, VIB is currently restructuring to determine a format to best fit its members’ needs.
Intramural Sports

This year, AIS members participated in an indoor soccer intramural sports league. The AIS intramural sports team is coordinated by the president of intramurals to recruit team members, schedule games, and manage participation. This enables AIS members to build bonds away from the classroom in an informal setting.

Additional Activities

In collaboration with our corporate partner CGI, AIS hosted two off-campus social events for members. In fall 2019, AIS and CGI hosted a tailgate during the Alabama/Tennessee football game. This event encouraged informal networking and socializing with students, alumni, and professionals. In the spring, AIS and CGI hosted a trivia night. Despite being a new event, the trivia night brought over 50 students together across all years to compete against CGI professionals.

Metrics

The following tables summarize the chapter’s key metrics for Fall 2019 – Spring 2020, including total enrollment in the MIS Program, AIS membership, and affinity group attendance.

There were a total of 328 undergraduates MIS majors taking courses during the Spring 2020 semester. The chart below shows the breakdown of students by class status and AIS chapter membership.

<table>
<thead>
<tr>
<th>Year</th>
<th>Majors 2019-2020</th>
<th>AIS Members</th>
</tr>
</thead>
<tbody>
<tr>
<td>Incoming Majors</td>
<td>105 (Researching the MIS Major)</td>
<td>58 (Guest/Visitor)</td>
</tr>
<tr>
<td>Junior</td>
<td>128</td>
<td>125</td>
</tr>
<tr>
<td>Senior</td>
<td>131</td>
<td>128</td>
</tr>
</tbody>
</table>

Affinity Group Meetings and Attendance

<table>
<thead>
<tr>
<th>Affinity Group</th>
<th>AIMS</th>
<th>WIT</th>
<th>WiCyS</th>
<th>CMISS</th>
<th>VIB</th>
</tr>
</thead>
<tbody>
<tr>
<td>Average Attendance</td>
<td>105</td>
<td>19</td>
<td>12</td>
<td>20</td>
<td>n/a</td>
</tr>
<tr>
<td>Meeting Count</td>
<td>20</td>
<td>15</td>
<td>7</td>
<td>1</td>
<td>1</td>
</tr>
</tbody>
</table>

View a complete calendar of events in Appendix A

F. Communications

<table>
<thead>
<tr>
<th>Goal:</th>
<th>To clearly and effectively communicate to prospective students, keep AIS members current with respect to news and announcements regarding chapter activities and job opportunities, and increase visibility of AIS to external parties</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chapter Activities:</td>
<td>Facebook, Instagram, emails, class speakers, GroupMe, Slack, Google Calendar, posters and videos</td>
</tr>
<tr>
<td>Result:</td>
<td>Due to the increasing reliance on social media, events, deadlines, and opportunities are primarily communicated via popular apps. Additional notifications are sent via email, updated via shared calendar, and occasionally announced in classrooms. The variety of communication provides many</td>
</tr>
</tbody>
</table>
avenues to spread awareness and gain exposure.

Current Members
The UA AIS chapter connects with its members and informs them of opportunities via popular apps, Google services, and in-person methods. Facebook, Instagram, Email, GroupMe, and Slack inform students of upcoming events and opportunities through graphics and reminders. GroupMe and Slack encourage real-time discussion, connectivity, and references for each organization and members. Important events and introductions take place in the classroom with the approval of professors.

Each affinity group maintains a GroupMe and social media presence to convey information to interested members. Social media enables members to share event graphics to recruit additional members interested in the event. Utilizing GroupMe allows easy management of communication for specific groups.

Slack is a recently adopted platform to share information and organize communication channels. Currently, it serves as the official communication platform for AIS leadership. While it is not used heavily for the entire chapter, a future area of growth includes the adoption of Slack for all affinity group communications.

Emails are used to group employment opportunities, AIS events, scholarships, and additional notifications in a single summary weekly. While effective at communicating a large amount of information in one email, this is not the preferred method of communication due to email fatigue. See Appendix B for a sample email communication.

Created in spring 2020, the shared AIS master calendar serves as the official reference for events and deadlines during the year for members.

External Communications
External parties receive information via Facebook, Instagram, or email updates. These updates aim to provide information regarding recent events, member accomplishments, and opportunities to give back and get involved.

Prospective Students
When communicating with prospective students, in-person recruiting tactics are utilized to make personal connections with students. Prospective high school students are given a brief synopsis of opportunities in addition to handouts at University recruiting events such as Bama Means Business and Open Houses. For current university students, prospective students are recruited during UA’s Get on Board Day and are encouraged to attend future events. AIS leaders and representatives collect prospective contact information to reach out events as well.

G. Advancing IS as a Profession

| Goal: | To promote the importance of information technology careers to prospective students while also continually reinforcing this knowledge to AIS members |
Chapter Activities: Affinity meetings, corporate recruiting opportunities

Result: Increased awareness of future careers in information technology to current AIS members

Current Members
Throughout the year, AIS members plan and promote awareness of opportunities in information systems to current students in MIS. At the beginning of each semester, AIS leadership speaks in every core class in the MIS program to inform students about upcoming opportunities to get involved with AIS, learn about new careers, and network with UA AIS alumni.

External Promotion
When encouraging student involvement, the UA AIS chapter stresses business value from combining business and technology skills. The V-diagram illustrates how IT professionals are at the intersection of business and technology and AIS members use this as an aid in recruiting efforts at recruiting events such as Bama Means Business and Open Houses. Additionally, student tours enable AIS representatives to speak one-on-one with prospective students and families about future opportunities in IS.

The community coding class aims to introduce underserved students and community members to programming to help spark interest in a future study and career in information systems.

H. Chapter Operations

<table>
<thead>
<tr>
<th>Goal:</th>
<th>To host events to benefit members both professionally and socially. To run events smoothly and efficiently</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chapter Activities:</td>
<td>Officer roles, knowledge transfer, faculty sponsor meetings, annual report</td>
</tr>
<tr>
<td>Result:</td>
<td>Officers increased their leadership and management skills through biweekly meetings to review goals, values, upcoming events, and organizational progress</td>
</tr>
</tbody>
</table>

Officer Roles
AIS members run the AIS chapter and all related affinity groups. By establishing a hierarchical structure with the overall AIS student chapter as an umbrella overseeing all affinity group operations, each affinity group communicates, plans, and works with other affinity groups to reach common goals, execute events, and provide the best value for AIS members.

Officers gain additional skills in leadership, project management, team management, public speaking, marketing, problem solving, and financial management that cannot be taught in a classroom setting.

This academic year, the president emeritus role was developed to help facilitate knowledge transfer and mentorship within the chapter. Please view Appendix C for a complete list of the chapter officers.
Knowledge Transfer
Knowledge is transferred via a shared Google Drive. The shared drive is broken down by semester and includes folders for each affinity group’s resources.

When successors are identified for each position, they are gradually on-boarded into their position during the course of the semester and are given the resources and documentation they need for their role. AIS maintains a transition guide with instructions and guidance for incoming leaders.

AIS Leadership Meetings
AIS and its affinity groups’ leadership boards come together for bi-weekly meetings with their faculty sponsors to discuss future events, needed resources, current problems, and other relevant topics as a group. These meetings help AIS function smoothly and avoid time conflicts, as well as address any struggles or shortfalls a specific affinity group cannot tackle on its own. Additionally, the meetings are used to receive feedback from faculty sponsors and reflect on insight gained from previous events.

Annual Report
The Annual Report each year allows faculty sponsors, affinity officers, and AIS members to review the organization’s accomplishments for the entire year in a single document. The chapter is able to use this document to identify areas of weakness and a way to organize the upcoming year’s activities.

Organizational Structure
The UA AIS Student Chapter is comprised of the following organizations as depicted in the figure below. This structure leads to active engagement which provides a leadership progression and gradual process for advancement in the overall organization. These organizations are chartered to provide social and processional development, community service, recruitment, and retention services, and financial planning.
I. Membership Roster

Please review additional documentation containing the full membership roster, as well as Appendix Exhibit C for the list of officers for the 2019 – 2020 academic year.

2020 – 2021 AIS Leadership

A. President: Skyler Lynch  
   a. Email: sjlynch@crimson.ua.edu

B. Vice President: Sarah Hahn  
   a. Email: shhahn@crimson.ua.edu

C. Secretary: Sarah Cottrell  
   a. Email: secottrell@crimson.ua.edu

D. Treasurer & President Emeritus: Rachel Porter  
   a. Email: rlporter2@crimson.ua.edu

Faculty Advisor
Name: Dr. David Hale

Email: dhale@cba.ua.edu
## Appendices

Additional information regarding UA AIS 2019 – 2020 activities.

### Exhibit A: Events Hosted by AIS and Affinity Groups

The following table lists each event, description, number of students in attendance, and date during the 2019 – 2020 academic year.

<table>
<thead>
<tr>
<th>Event</th>
<th>Description</th>
<th>Attendees</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>AIMS: Microsoft</td>
<td>Company representatives present</td>
<td>133</td>
<td>8/27/2019</td>
</tr>
<tr>
<td>WIT: PB&amp;J Event</td>
<td>Service event for local food bank</td>
<td>51</td>
<td>8/30/2019</td>
</tr>
<tr>
<td>AIMS: PwC</td>
<td>Company representatives present</td>
<td>151</td>
<td>9/3/2019</td>
</tr>
<tr>
<td>WiCyS: Scholarship Workshop</td>
<td>Assistance and guidance for scholarships</td>
<td>10</td>
<td>9/9/2019</td>
</tr>
<tr>
<td>WIT: EY Event</td>
<td>Company representatives present</td>
<td>17</td>
<td>9/9/2019</td>
</tr>
<tr>
<td>AIMS: International Paper</td>
<td>Company representatives present</td>
<td>115</td>
<td>9/10/2019</td>
</tr>
<tr>
<td>AIMS: KPMG</td>
<td>Company representatives present</td>
<td>93</td>
<td>9/17/2019</td>
</tr>
<tr>
<td>AIS: Mock Interviews</td>
<td>Mock interviews with corporate partners</td>
<td>98</td>
<td>9/19-9/20/2019</td>
</tr>
<tr>
<td>WiCyS: Interviewing and Networking</td>
<td>Prepare for the career fair and GHC</td>
<td>12</td>
<td>9/23/2019</td>
</tr>
<tr>
<td>WIT: BBVA Panel</td>
<td>Company representatives present</td>
<td>13</td>
<td>9/23/2019</td>
</tr>
<tr>
<td>AIMS: EY</td>
<td>Company representatives present</td>
<td>123</td>
<td>9/25/2019</td>
</tr>
<tr>
<td>WIT: SAS Event</td>
<td>Company representatives present</td>
<td>9</td>
<td>9/25/2019</td>
</tr>
<tr>
<td>WIT: CGI Event</td>
<td>Company representatives present</td>
<td>7</td>
<td>9/30/2019</td>
</tr>
<tr>
<td>AIMS: Pariveda</td>
<td>Company representatives present</td>
<td>98</td>
<td>10/1/2019</td>
</tr>
<tr>
<td>WiCyS: Cybersecurity with CGI</td>
<td>Company representatives present</td>
<td>10</td>
<td>10/7/2019</td>
</tr>
<tr>
<td>AIMS: Capgemini</td>
<td>Company representatives present</td>
<td>79</td>
<td>10/8/2019</td>
</tr>
<tr>
<td>WIT: Coding Help Session</td>
<td>Peer tutoring event</td>
<td>18</td>
<td>10/10/2019</td>
</tr>
<tr>
<td>AIMS: Warren Averett</td>
<td>Company representatives present</td>
<td>47</td>
<td>10/15/2019</td>
</tr>
<tr>
<td>WIT: Meet and Greet with Amazon</td>
<td>Company representatives present</td>
<td>5</td>
<td>10/15/2019</td>
</tr>
<tr>
<td>AIS: Tailgate with CGI</td>
<td>AIS members network with CGI representatives</td>
<td>50</td>
<td>10/19/2019</td>
</tr>
<tr>
<td>WIT: JP Morgan Chase</td>
<td>Company representatives present (virtually)</td>
<td>6</td>
<td>10/21/2019</td>
</tr>
<tr>
<td>AIMS: Protective</td>
<td>Company representatives present</td>
<td>85</td>
<td>10/22/2019</td>
</tr>
<tr>
<td>WIT: Coding Help Session</td>
<td>Peer tutoring event</td>
<td>16</td>
<td>10/24/2019</td>
</tr>
<tr>
<td>WiCyS: CISO Guest Speaker</td>
<td>Tim Searcy speaks about his role as CISO</td>
<td>8</td>
<td>10/28/2019</td>
</tr>
<tr>
<td>WIT: Walmart Meeting</td>
<td>Company representatives present</td>
<td>7</td>
<td>10/28/2019</td>
</tr>
<tr>
<td>AIMS: Walmart</td>
<td>Company representatives present</td>
<td>73</td>
<td>10/29/2019</td>
</tr>
<tr>
<td>CMISS: Walmart Dinner</td>
<td>CMISS members network with Walmart</td>
<td>20</td>
<td>10/30/2019</td>
</tr>
<tr>
<td>AIMS: CGI</td>
<td>Company representatives present</td>
<td>90</td>
<td>11/5/2019</td>
</tr>
<tr>
<td>AIMS: Crowe</td>
<td>Company representatives present</td>
<td>67</td>
<td>11/12/2019</td>
</tr>
<tr>
<td>WIT: PB&amp;J Event</td>
<td>Service event for local food bank</td>
<td>68</td>
<td>1/17/2020</td>
</tr>
<tr>
<td>AIMS: Acuity Brands</td>
<td>Company representatives present</td>
<td>132</td>
<td>1/21/2020</td>
</tr>
<tr>
<td>AIS: Blue Cross Blue Shield on Campus</td>
<td>Company representatives present</td>
<td>8</td>
<td>1/23/2020</td>
</tr>
<tr>
<td>Event</td>
<td>Description</td>
<td>Participants</td>
<td>Date</td>
</tr>
<tr>
<td>--------------------------------------------</td>
<td>--------------------------------------------------------------</td>
<td>--------------</td>
<td>------------</td>
</tr>
<tr>
<td>WiCyS: Non-Technical Cybersecurity</td>
<td>Non-technical aspects of cybersecurity</td>
<td>15</td>
<td>1/27/2020</td>
</tr>
<tr>
<td>AIMS: Altec</td>
<td>Company representatives present</td>
<td>142</td>
<td>1/28/2020</td>
</tr>
<tr>
<td>Ambassadors: Resume Review</td>
<td>Introductory programming class resume review</td>
<td>50</td>
<td>1/31/2020</td>
</tr>
<tr>
<td>Ambassadors: Mock Mock Interviews</td>
<td>Introductory programming class mock interviews</td>
<td>50</td>
<td>1/31/2020</td>
</tr>
<tr>
<td>WIT: BBVA Meeting</td>
<td>Company representatives present</td>
<td>23</td>
<td>2/3/2020</td>
</tr>
<tr>
<td>AIMS: BBVA</td>
<td>Company representatives present</td>
<td>154</td>
<td>2/4/2020</td>
</tr>
<tr>
<td>AIS: Mock Interviews</td>
<td>Mock interviews with corporate partners</td>
<td>91</td>
<td>2/6-2/7/2020</td>
</tr>
<tr>
<td>Ambassadors: Career Fair Prep</td>
<td>Career fair tips introductory programming class</td>
<td>40</td>
<td>2/7/2020</td>
</tr>
<tr>
<td>WiCyS: Guest Speaker: Dr. Dolliver</td>
<td>Cybersecurity research and work with the FBI</td>
<td>16</td>
<td>2/10/2020</td>
</tr>
<tr>
<td>AIMS: HCA</td>
<td>Company representatives present</td>
<td>140</td>
<td>2/11/2020</td>
</tr>
<tr>
<td>AIS: Trivia Night with CGI</td>
<td>AIS members network with CGI representatives</td>
<td>54</td>
<td>2/12/2020</td>
</tr>
<tr>
<td>WIT: Java with JHale</td>
<td>Faculty Q&amp;A</td>
<td>31</td>
<td>2/17/2020</td>
</tr>
<tr>
<td>AIMS: DHG</td>
<td>Company representatives present</td>
<td>96</td>
<td>2/18/2020</td>
</tr>
<tr>
<td>WIT: Coding Help Session</td>
<td>Peer tutoring event</td>
<td>15</td>
<td>2/21/2020</td>
</tr>
<tr>
<td>Ambassadors: Python for Non-Majors</td>
<td>Two-day 'learn to code' workshop</td>
<td>12</td>
<td>2/21-2/22/2020</td>
</tr>
<tr>
<td>WiCyS: Expectations WiCyS 2020</td>
<td>Discussion on the WiCyS conference</td>
<td>15</td>
<td>2/24/2020</td>
</tr>
<tr>
<td>AIMS: Crowe</td>
<td>Company representatives present</td>
<td>133</td>
<td>2/25/2020</td>
</tr>
<tr>
<td>AIMS: EBSCO</td>
<td>Company representatives present</td>
<td>101</td>
<td>3/3/2020</td>
</tr>
<tr>
<td>WIT: BCBSAL</td>
<td>Company representatives present</td>
<td>6</td>
<td>3/9/2020</td>
</tr>
<tr>
<td>AIMS: CAPS</td>
<td>Company representatives present (virtually)</td>
<td>46</td>
<td>4/21/2020</td>
</tr>
</tbody>
</table>

Note: CMISS, WIT, and WiCyS are specialty events that are typically much smaller to cultivate personal conversations and one-on-one mentoring.
Exhibit B: Sample Communications

Clockwise: sample AIMS email, CMISS Instagram event post, WIT GroupMe message

**AIMS Weekly Update**

**CAPS**
CENTER for ADVANCED PUBLIC SAFETY

**CAPS**
Tuesday, 4/21
Zoom Call Link: [https://uawsemin-zoom.us/j/072400562493](https://uawsemin-zoom.us/j/072400562493)
6:30 PM

**Reminder**
When asking a question, please introduce yourself and your current semester in the program.
Please mute yourself during the meeting and keep your camera on so that we know you are present. You can raise your hand via zoom to ask questions.

Ex. Kat Glueckert, Capstone
Kat Glueckert, 3rd semester in the program

**Dress Code**
We require that all students dress in business casual for AIMS meetings. The classification for business casual is below:
- Skirt, knickers, or pants
- Dress-collared shirt, knit shirt, or sweater (no spaghetti strap or off-the-shoulder)
- Dress
- Flats or heels
- Seasonal sports coat or blazer with slacks or khakis
- Dress shirt, casual button-down shirt, open-collared or polo shirt
- Optional tie
- Loafers or loafer-style shoes with socks

**MIS Affinity Announcements**
Access the MIS affinity group master calendar for meetings and events [here](#).
This is the last AIMS meeting of the semester! Thank you for attending and being flexible during this time.

**CMISS Instagram event post**

**CMISS**
As we have dinner with Walmart Wednesday, October 30. We would love to have you, starting at 7 pm.

**WIT 2019-2020**

Hey y'all! We have a couple of great events planned for February; BBVA is coming to speak to us about their company and employment opportunities! We will also welcome Joanne Hale to speak with us about her time as an MIS faculty member and her experience in technology. We hope to see you all there! Graduating seniors:
Exhibit C: Officer and Role Descriptions

AIS Leadership
A. President: Rachel Porter
   a. Oversee all activities of AIS and facilitate AIS meetings
B. Vice President: Sarah Hahn
   a. Support president and fill in as needed
   b. Organize social events and competitions
C. Secretary: Sarah Cottrell
   a. Document events
   b. Send out event notifications
D. Treasurer & President Emeritus: Jackson Bryant
   a. Coordinate budgets of affinity groups

AIMS Leadership
A. President: Kat Glueckert
B. Vice President: Ryland Hunstad
C. Treasurer: Kevin Miller

WIT Leadership
A. President: Allie Vance
B. Vice President: Becky Miller
C. Treasurer: Emma Bell
D. Secretary: Joy Pettaway

CMISS Leadership
A. President: Jeweles Moton
B. Vice President: Mekiya Gordon

WiCyS Leadership
A. President: Emily Schroeder
B. Vice President: Sarah Hahn
C. Treasurer: Ally Palucis
D. Secretary: Sylvia Cervino

Ambassadors Leadership
A. President: Brandon Thrash
B. Vice President Corporate Relations: Michael Kindy
C. Vice President Student Mentoring: Tyler Sassano
D. Vice President Student Recruitment: Tabitha Williams

Intramurals Leadership
A. President: Ryan Harris

VIB Leadership
A. President: Joy Pettaway
# Exhibit D: Financial Statement

## UA AIS SC Statement of Cash Flows 2019 - 2020

### Cash Inflows

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Corporate Sponsors</td>
<td>$6,845</td>
</tr>
<tr>
<td>Membership Dues</td>
<td>$2,950</td>
</tr>
<tr>
<td>SGA Funding</td>
<td>$100</td>
</tr>
<tr>
<td>Department Funding</td>
<td>$595</td>
</tr>
<tr>
<td>Donations</td>
<td>$265</td>
</tr>
<tr>
<td>Misc.</td>
<td>$112</td>
</tr>
<tr>
<td><strong>Net Cash Inflows</strong></td>
<td><strong>$10,867</strong></td>
</tr>
</tbody>
</table>

### Cash Outflows

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Event Food/Drink</td>
<td>$6,803</td>
</tr>
<tr>
<td>Event Expenses</td>
<td>$736</td>
</tr>
<tr>
<td>Recruiting Expenses</td>
<td>$381</td>
</tr>
<tr>
<td>Resume Book</td>
<td>$630</td>
</tr>
<tr>
<td>AIS Membership Fee</td>
<td>$495</td>
</tr>
<tr>
<td>Misc.</td>
<td>$184</td>
</tr>
<tr>
<td><strong>Net Cash Outflows</strong></td>
<td><strong>$9,229</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Increased Reserve</td>
<td>$1,638</td>
</tr>
<tr>
<td>Beginning Reserve</td>
<td>$632</td>
</tr>
<tr>
<td><strong>Ending Reserve</strong></td>
<td><strong>$2,270</strong></td>
</tr>
</tbody>
</table>