

CHITRA NAYAR

Work

Management Department
College of Business and Economics
621 Taylor Street, Bethlehem, PA 18015
Phone: 610.758.4961 Email: csn3@lehigh.edu

Home

6926 Lehigh Court
Allentown, PA 18107
Phone: 610.366.8475

EDUCATION

M.B.A., December 1987, University of Iowa, Iowa City, Iowa.

B.Sc. (Hons) in Chemistry and Biochemistry, 1981, University of Aston in Birmingham, England.

EXPERIENCE

Lecturer

Department of Management, College of Business and Economics, Lehigh University, August 2004 to present.

- Responsible for teaching BIS 423: Management Information Systems in the Masters in Management program.
- Responsible for teaching BIS 111: Introduction to Information Systems, a required course for all undergraduate business majors.
- These courses examine the fundamental role of information systems in supporting and managing business functions and enabling firms to compete efficiently and effectively. Both the technical and managerial aspects of information systems are introduced. The course integrates technical infrastructure, database concepts, management decision-making, and business process issues critical to the understanding of operational and strategic information systems in an organization.

Visiting Instructor

Department of Management and Marketing, College of Business and Economics, Lehigh University, January 2003 to August 2004.

- Responsible for teaching BIS 111: Introduction to Information Systems, a required course for all business majors. Material covered included management theory, systems analysis, database applications, and infrastructure.
- Taught BIS 211: Business Information Systems in Spring 2003. Assisted with the transition from BIS 211 to BIS 111 by developing appropriate content for the BIS 111 course based on prior experience with similar transition at The University of Oklahoma.

Instructor

Management Information Systems Division, Michael F. Price College of Business Administration, The University of Oklahoma, August 1995 to May 2001.

- Responsible for coordinating and teaching the core MIS theory course to undergraduate business majors. Coordinated the course for approximately 550 students each semester and oversaw about ten graduate assistants and adjunct faculty who also taught the course. Material covered included management theory, systems analysis, database applications, and infrastructure.

Senior Analyst

Federal Reserve Bank of Kansas City, Oklahoma City Branch, January 1994 to July 1995.

- Worked in check processing and cash services. Projects included developing automated management reports, budget, and implementing a client-server application to migrate these operations from a prior mainframe environment. Served as coordinator and liaison for this client-server application.

Adjunct Instructor

Management Division, College of Business Administration, The University of Oklahoma, August 1991 to 1993.

- Responsible for teaching an upper level microcomputer applications course to Management Information Systems majors.

Data Manager

Office of Affirmative Action, University of Iowa, August 1987 to August 1988.

- Responsible for the initiation, organization, development and management of a database system to facilitate the filing of compliance reports with Federal, State and University authorities.

Chemist

Newey Malaysia PLC, Melaka, Malaysia, October 1981 to August 1983.

- Responsible for quality control testing of various product lines. Held supervisory responsibility over two laboratory technicians.

TEACHING

BIS 423: Management Information Systems, August 2015 to present

BIS 111: Introduction to Information Systems, August 2004 to present

BIS 211: Business Information Systems, Lehigh University, Jan 2003 to May 2003

MIS 2113/3113: Computer Based Information Systems, The University of Oklahoma, August 1995 to May 2001

MIS 3213: Microcomputer Applications in Business, The University of Oklahoma, August 1991 to August 1993

6K-70: Computers in Business, University of Iowa, August 1984 to May 1987

HONORS AND AWARDS

Recognized for Universal Design for Learning (UDL) - nominated by students

Recognized via student nominated award for commitment to Universal Design for Learning (UDL) sponsored by the Office of Academic Support Services and the Peer Mentors Student Leadership Program at Lehigh University.

Awarded the John C. Swartley Memorial Visiting Professorship in CBE

July 1 2011-June 30 2012: John C. Swartley Memorial Visiting Professorship

July 1 2010-June 30 2011: John C. Swartley Memorial Visiting Professorship

July 1 2009-June 30 2010: John C. Swartley Memorial Visiting Professorship

July 1 2008-June 30 2009: John C. Swartley Memorial Visiting Professorship

July 1 2007-June 30 2008: John C. Swartley Memorial Visiting Professorship

July 1 2006-June 30 2007: John C. Swartley Memorial Visiting Professorship

CLUBS AND PROFESSIONAL AFFILIATIONS

Advisor – BIS Club, Lehigh University

Member – Council of Supply Chain Management Professionals, Lehigh Valley Chapter

Member – Association of Information Technology Professionals, Lehigh Valley Chapter

PERSONAL

U.S. Citizen.

REFERENCES:

Available upon request.