

Department of Political Science
Administrative Activities Review (AAR)
7/26/2018

I. Basic Facts and Description of the Unit.

a. **Mission and goals.** The Department of Political Science has no formal, written mission statement or goal statement. It can be said that the faculty strive to educate undergraduate and graduate students about the essentials of American Government and International/Comparative Government in an effort to prepare them for successful careers in the field.

b. **Services.**

The Political Science Department has one part-time administrative assistant who performs the administrative responsibilities of the Department such scheduling courses, enrolling students into classes, and general office responsibilities. She supervises one undergraduate student assistant who works about 15-20 hours a week. The administrative assistant for Political Science splits her time with Public Administration. The department has one faculty member who serves as Chair. This person teaches one course per semester, including summer, and also serves as the Chair for two other departments.

We have one faculty member who serves as the undergraduate student advisor. This faculty member gets a one-course reduction each semester for this responsibility. The workload for this varies, depending on the time of the semester. He must also attend recruitment events as needed. We also have one faculty member who serves as the graduate advisor. He receives no payment or course reduction for that responsibility.

The Department has one faculty member who holds a non-voting joint appointment with Modern Languages. He teaches one course for PS each semester. Another faculty member has a joint appointment with Criminal Justice, with voting powers. A third PS department member serves as the Associate Dean and has no teaching responsibilities in PS.

• **Critical partners.**

The Political Science Department works with the Bliss Institute of Applied Politics. The department's internship coordinator is housed in the Institute, who finds placements for approximately 50 interns each semester. They also have an events coordinator who oversees events sponsored by the Institute. One faculty member serves as the Assistant Director of the Bliss and receives one course reduction per year for that service. Another faculty member is the Associate Director, but he is in the second year of a TARP so he doesn't have a course reduction, per se. There is no duplication of services between Bliss activities and the Department's.

The Department houses the Center for Conflict Management, which offers certificates to undergraduate students. The director of the Center is a faculty member in Political Science who also serves as the associate dean.

The Political Science Department works closely with Criminal Justice Studies and Sociology to administer the new interdisciplinary Criminal Justice degrees. An oversight committee has been established to help administer the program. This is comprised of members of CJ, PS and Sociology. There is no overlap with the courses offered in these departments, but each department teaches courses that comprise the CJ degrees.

- **Customers or end-users of your services.**

The Chair and Administrative Assistant support 10 TT, 2 NTTs and an average of 3 part-time faculties per semester.

- **Key performance analysis.**

In the last five years (Spring 2013 until Spring 2018), Political Science awarded 217 undergraduate degrees and 75 graduate degrees. This is outlined below. The undergraduate degrees awarded includes 54 criminal justice degrees, which will now be housed in Criminal Justice Studies.

	2013	2014	2015	2016	2017	2018	TOTAL
3700BA PA	8	33	36	23	32	14	146
370003 BA American Govt: Deleted	10	5	1	0	1	0	17
370001 BST: PS CJ Track 1	13	10	8	8	9	6	54
370010 BST: PS CJ Track 2	34	37	35	51	43	27	227
370011 BST: PS CJ Track 3	22	17	24	11	17	4	95
3700 MA PS	5	2	5	2	1	0	15
37005 Masters Applied Politics	11	4	5	4	3	6	33
370015 MA Security Studies	0	0	5	9	9	4	27
Certificate in Conflict Mngmt	0	0	0	2	4	2	6

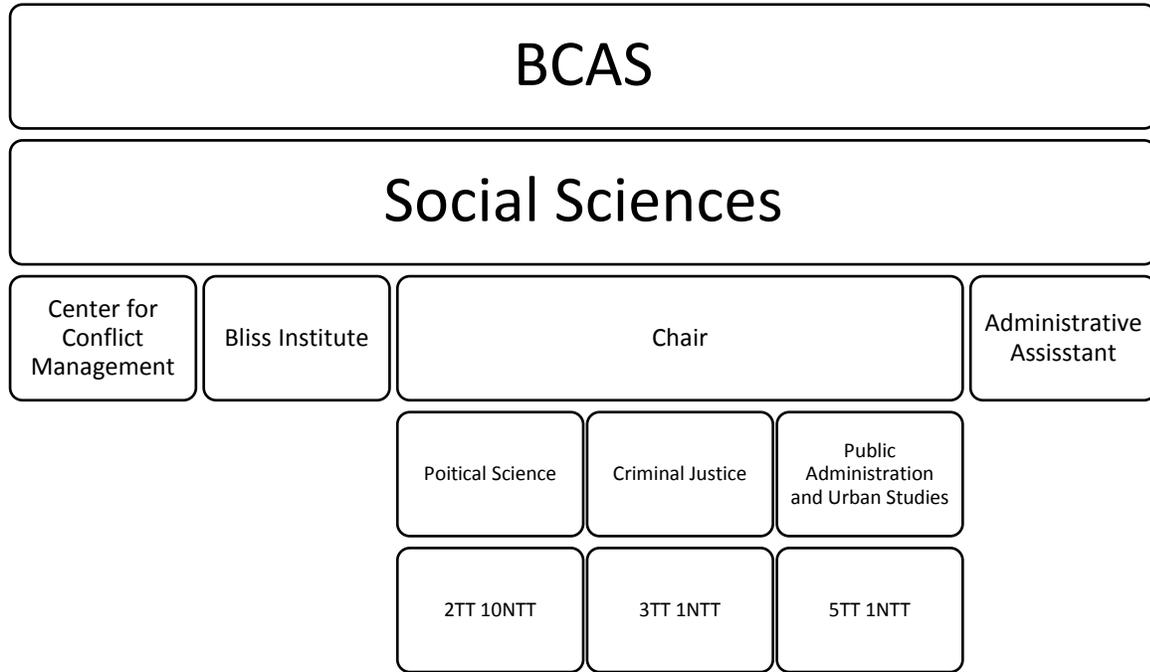
- **Brief assessment.**

The Department has a core group of faculty who research and publish regularly in their field. This helps to bring recognition to the department. The Bliss Institute provides a unique education in applied politics and the faculty associated with the Institute appear often in local, state and national news media. The Security Students program provides students the opportunity to excel in that field. The department no longer has graduate assistants to help faculty with research projects. We have been able to maintain some funding for faculty who travel to attend conferences but there is little money for research support.

c. Resources.

- Personnel.

Include an organizational chart of your unit, supplemented with a table that includes titles, a short description of the key functions of each position-type, and the number of people in each position-type (including number of FTEs, if applicable). (The appendix should include an org chart showing how your unit fits into the larger University structure.)



• **Financials.**

Political Science	<u>FY 2014</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>
Full Time Faculty	887,682.04	1,010,407.57	823,916.60	942,844.42	866,337.68
Part Time Faculty	28,671.07	31,437.39	32,887.82	21,145.42	29,613.78
Summer Faculty	97,659.85	76,627.53	86,842.00	144,947.51	59,061.45
Faculty Overload			12,663.12		
Full-Time Faculty Stipend					11,333.32
Full Time Staff	33,533.43	32,936.02	21,049.86	40,778.71	44,651.09
Staff Overtime			3.88		
Student Assistants	12,844.80	11,951.17	12,087.19	1,718.10	9,833.83
Fringe Benefits	314,968.84	335,879.18	318,986.85	373,818.66	326,759.18
Supplies & Services	6,450.34	11,795.46	6,093.60	6,338.89	6,396.42
Communications	6,787.35	6,348.55	5,623.69	5,623.68	
Travel & Hospitality	9,800.57	10,514.48	9,843.48	13,456.94	8,947.40
Hospitality					1,276.52
	\$1,398,398.29	\$1,527,897.35	\$1,329,998.09	\$1,550,672.33	\$1,364,210.67

• **Equipment and technology.** The department has a small computer lab for students and faculty. It is located in the department and has twelve computers and one printer. It is available to all students during the day and graduate students 24/7. Students from Public Administration also have access to the lab.

• **Space.**

The Department of Political Science is housed in Olin Hall. The chair and Administrative Assistant each have an office there.

II. Future Plans.

a. **Potential changes.**

The Political Science/Criminal Justice degree will no longer be housed in Political Science. This will have a major impact on the number of majors. It is expected that the loss of CJ students will reduce the majors by about half.

The Department recently approved a new undergraduate degree in Security Studies that will attract students interested in issues pertaining to terrorism, terrorist groups, and homeland security.

b. Trends.

As the number of terrorist activities grow, there will be the need for more students who are trained in that field. The security studies program should attract a large number of students to address that trend.