

Philosophy Department

Administrative Activities Review (AAR)

7/24/2018

I. Basic Facts and Description of the Unit

- a. **Mission:** The administrative staff of the Department of Philosophy supports students and faculties in undergraduate programs in Philosophy, including the Pre-med Philosophy Degree, a graduate (PhD) Integrated Bioscience program, a 3+3 BA/JD program, a Pre-Law Philosophy Minor, as well as General Education courses in philosophy. They also oversee two Social Sciences (BA) Tracks: Philosophy, Political Science, and Economics (PPE) and Philosophy, Sociology, and Psychology (PSP).

Goals: The staff supports short- and long-term goals related to serving students as they work toward their degrees and minors. There are various short- and long-term initiatives, including creating a Police Ethics Certificate, and a North Eastern Ohio Philosophy Masters Degree comparable to the NEOMFA.

- b. **Services:** The administrative components of the department of Philosophy consist of a Chair, one administrative assistant, and 2-3 part-time student assistants. A full-time faculty member is assigned advising load.
- The work effort of the Chair is split between administrative duties and teaching. The chair meets regularly with all full-time and part-time faculty members in the department to discuss work performance, future individual and collective goals and to discuss personal issues as they arise. The Chair also addresses student complaints, meets with donors, addresses inquiries from students and parents, responds to media requests, manages workload, and attends to other administrative matters related to the unit.
 - The work effort for the administrative assistant is approximately 50% clerical (e.g. PeopleSoft reports, scheduling, PAFs, communications, budget, TAAR preparation, purchasing, maintaining curriculum guides, hiring part-time faculty, data collection, Website maintenance), 15% faculty support (e.g. curriculum proposal processing, monitoring enrollment, ordering equipment and supplies, ordering textbooks, preparing graduate faculty applications and expense reports, proctoring exams) and 35% direct student support (e.g. course scheduling, degree audits, managing student communications with faculty, arranging independent study and senior honors project classes, arranging for and/or administering student evaluations, and arranging senior exit exams).
 - The work effort for the student assistants includes serving as receptionist and media planner, making copies, handling mail, running errands on campus, doing light typing, and assisting with maintenance of the department's library.
 - **Critical Partners:** The department of Philosophy works with several departments related to degrees and programs, including Psychology, Sociology, Political Science, Economics, Biology, and the Law School. There is no overlap in services.

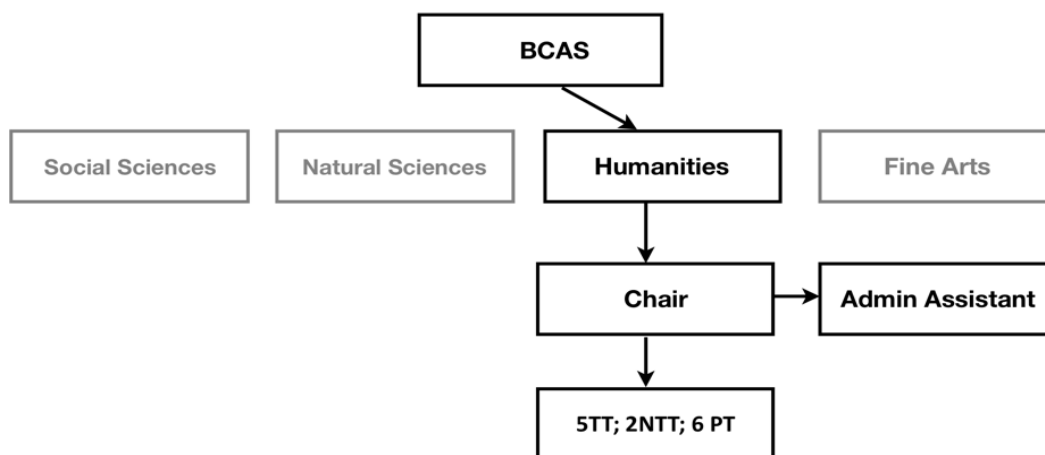
- **Customers:** The Chair and Administrative Assistant support five TT, two NTT and an average of seven part-time faculty per semester. In addition, they perform administrative tasks associated with approximately 25 Philosophy majors, 10 PPE majors, 6 PSP majors, and 40 Philosophy Minors.
- **Key Performance Analysis:** Based on the fall 2016 data provided by the Program Review Committee, the Chair and Administrative Assistant supported the scheduling and completion of approximately 4,035 undergraduates and 42 graduates. Sections and number of student credit hours (SCHs) are listed below.

	2013-14	2014-15	2015-16	2016-17	2017-18
SCHs	9738	9684	9249	9030	9048
Sections	95	96	91	87	87

- **Brief Assessment:** Enrollment has dropped 7% in the past 5 years, which coincides with an 8% reduction in the number of sections offered. Restrictions related to the PT faculty budget are primarily responsible for the decline in SCHs. Lack of funding for FT faculty recruitment and further faculty losses (resulting mainly from retirements) in the past decade have also contributed to the decline in the number of in SCHs. The costs of the Philosophy Department average \$1 million and our revenues average \$4 million: we cost about 25% of our earnings. Investing in more FT and PT faculty can yield significantly greater earnings for the university.

c. Resources:

- **Personnel:** The Department of Philosophy falls under the Humanities Division of the Buchtel College of Arts and Sciences (see organizational chart below). In the past, the department offered close to 100 undergraduate sections. Due to restrictions to funding for PT faculty and lack of funding for FT faculty, the Department saw a decline of about 10 less sections in the past four years. Offering approximately 10 less sections amounts to servicing approximately 400 less students per academic year, which amounts to a revenue loss of \$496,000 per academic year. Class cancellations of upper-level courses with fewer than 12 students also contributed to the loss of revenue over the years. In addition to the loss of revenue due to cancellations, habitual cancellations of upper-level courses often discourage students from registering in the first place. As a result, over time enrollment tends to decline.



- Financials:** Major categories of expenditures are listed below. The department's operating budget was reduced by 10% last year and another 5% this year. Given the small size of the department's operating budget, these cuts were severe.

	2013-14	2014-15	2015-16	2016-17	2017-18
Chair	86,212	88,012	88,612	89,212	109,770*
Admin Assistant	44,803	43,067	44,624	45,609	42,617
Student Assistants	4,618	2,912	3,228	3,573	3,721
Supplies & Services**	6,384	5,215	4,935	4,678	4,402

* This is a 12-month salary; all previous chair salaries listed are 9-month.

** This includes all faculty and administrative departmental expenses.

- Equipment and technology:** The department utilizes two printers and two computers for the Chair and Administrative Assistant.
- Space:** The Chair occupies an office in CAS, and the Administrative Assistant occupies the public space outside the chair's office in CAS.

II. Future Plans

- Potential Changes:** The department is working on a multitude of opportunities to grow enrollments and increase overall retention and persistence for UA.
- Trends:** In recent years, the value of earning a philosophy degree has been recognized by major publications for, at least, two reasons. Firstly, philosophy majors score higher than any other major in standardized texts. Data from the GRE (Graduate Record Examination) indicate that philosophy majors score higher in the Verbal and Writing sections and outperform all but three of the most popular majors in the Quantitative section. Data from the LSAT (Law School Admissions Test) indicate that philosophy majors outperform other more popular pre-law majors, such as Political Science, History, Psychology, or Economics. Secondly, data from Payscale.com indicates that philosophy degree-holders have higher earning potential because of their training in logic and critical analysis. Employers value creative problem solving and the ability to deal with ambiguity in their new hires. Philosophy equips students with these very

skills and that sets them apart in the market. Many philosophy graduates are doing well in the labor market and there is a stellar roster of famous CEOs, VPs of Strategy, and executives who have degrees in philosophy.