

## I. Basic Facts and Description of the Unit

### a. Mission and Goals

The Anthropology Department has a long-standing commitment to undergraduate research and experiential learning as core components of a mission to help our students and communities better understand the world we share. For faculty, enacting this mission is reflected in an active research agenda, interactive and student-centered teaching, active involvement in area and professional communities, external funding, and high quality publications.

For the administrative staff, enacting this mission is represented by the clear, timely and transparent communication, analysis, and other skills relevant to supporting faculty and students. These include an understanding of, and capacity to navigate efficiently and effectively within, university processes and procedures, as well as competence operating within university information and technologies systems.

The Department of Anthropology plays a significant role in the delivery of a high-quality and engaging general education curriculum designed to boost retention and student learning. The department also plays a major role in the advancement of experiential learning in collaboration with numerous community partners and in support of multiple interdisciplinary programs on campus, including Biomimicry, the Active Research Methods Lab, ELI, EXL, the Center for Conflict Management, and more.

The breadth and depth of these activities creates higher expectations for staff and other support functions than a more traditional, and less innovative, department might reasonably expect.

### b. Services

#### • Critical Partners

Internal: Sociology (and the ARM Lab), GeoScience, Integrated Biosciences/Biomimicry, EXL, Museum Studies/Jodi Kearns, Dietetics/College of Health Professions, Center for Conflict Management, Office of International Students and Scholars, Chemistry, Criminal Justice Studies, Engineering

External: International Institute of Akron, Summit County MetroParks, Akron Public Schools, Neighborhood Network, GeoScan, Inc., Veris Technologies, Archaeophysics, Inc., the British Museum.

#### • Customers or End-Users of Your Services

The primary and most critically important customers for the Department of Anthropology are the students who either enroll in our courses or pursue one of our programs, or both. Our administrative support staff play a crucial role in our efforts to serve these customers.

#### • Key Performance Analysis

While the unit is evaluated on the basis of numerous criteria (enrollment, course and program completions, publications, grant funding, etc), the administrative staff are evaluated annually as a part of the performance review process established by HR. Over the most recent three years we lost one long-serving administrative assistant, went through a many month period without any staff support, and recently hired a new administrative assistant whose performance evaluations have been good. I do not believe HR compares the results of these to peer institutions.

- **Brief Assessment**

The most important trend to note is the instability of administrative support, since high-quality support develops over time as a staff colleague comes to more fully understand the department's programs and culture. This creates additional challenges for task that are already demanding enough.

c. *Resources*

- **Personnel**

Administrative support in Anthropology for the coming year will include an interim department chair (from the Dean's Office), administrative assistant (shared with the Department of Criminal Justice Studies), faculty adviser, and student assistants (on workstudy).

- **Financials**

5-year administrative trends (see summary at top of attached spreadsheet) show the department Supplies & Services allocation has dropped 62% (-8,306), Travel & Hospitality allocation has dropped 18% (-1,292) and Full Time Staff allocation has dropped 63% (-22,413: now shared with Dept of CJS).

Actual expenditures over these five years very close map onto budget allocations (see tables in attached spreadsheet pasted from Peoplesoft). Over the period the unit has been frugal with Supplies & Service and Travel & Hospitality: giving back to the university a 5-year total of \$6,614 in unspent Supplies & Services and \$2,874 in unspent Travel & Hospitality.

The key takeaway is that the unit has been financially responsible, finding ways to do more with less in support of the university's efforts to recover from overspending on non-academic activities.

- **Equipment and Technology**

The department jointly supervised the Active Research Methods Lab, a diverse archaeological collection, the Human Evolution Lab, as well as the usual assortment of printers, copiers, and equipment required to conduct research in the discipline. The department maintains cutting-edge archaeogeophysical research equipment (magnetic gradiometry and electrical resistance meters) that are routinely used in community-based archaeology, such as the recent surveys of the Schneider Park and Klinefelter Cemeteries

- Space

Anthropology is located on the second floor of Olin Hall. Their main hallway includes rooms 237- 245. They also occupy 271-2 (Human Evolution Lab), 101 (Archaeology Collections and classroom/workspace), and share both 276 (conference room) and 273 (ARM Lab) with other units.

## II. Future Plans

### a. *Potential Changes*

Anthropology is updating the classroom attached to the archaeological collections this summer. We have requested permission to update the Human Evolution Lab, but understand that funds are tight at the moment. Both changes are driven by the need to maintain the quality of undergraduate education.

Hiring a full time chair from within our discipline is perhaps the most important potential change we anticipate making a difference. Without such a chair it becomes even more difficult to craft innovative responses to the challenges we face.

### b. *Trends*

The department is continually exploring opportunities to expand student research opportunities and field research in local communities, including community-based service learning successes (that resulted in one of our best faculty being selected to lead the *EXL Center*), and ongoing efforts to revitalize the community archeology program (in partnership with Metro Parks and others) and expand student participation in the *Certificate in Field Archaeology*.

Similarly ongoing efforts in Classics point toward more intensive interdisciplinary collaboration with History, Philosophy, Art, Modern Languages, and the Biomedical Science programs. Our Classics course offerings are also expected to provide an invaluable contribution to the emerging *Global Studies* degree.

Our current faculty expertise in medical and corporate Anthropology, along or in collaboration with other units on campus, intersect with high-growth fields that would transform Anthropology into a destination major for students across Northeast Ohio and beyond. Intersections between the *Certificate in Field Archaeology* and trends in corporate Cultural Resource Management also suggest that our current faculty expertise can be aligned to create an area of distinction likely to attract high-quality students.