November 1, 2016

School of Information Studies Strategic Position Control

The data supplied by UWM Central Administration regarding the “expected number of vacancies based on the unit’s historical vacancy rate over the last 3 years based on numbers compiled by Business and Financial Services” does not reflect the reality of our immediate past and current situation: including the start of FY 2017 we have lost 2 tenure track faculty (Moyer, Anderson) as well as saw the departure of 4 tenured faculty (Dimitroff, Newell, Walker, Jeong). In addition to the loss of faculty we have also had instructional staff departures, including, Steve Miller and Kendrick Gardner. Due to the need to restructure and refocus we spent much of last year evaluating administrative positions and determined we would not fill the following positions, Grants and Contracts Specialists, Advisor, reduced our accountant position to 50% and eliminated an office support temporary position. The faculty departures represents a greater than 25% decline in staffing. The recent departures has a significant impact on the M.L.I.S program as these individuals were core instructors. Our enrollments are increasing within the M.L.I.S. yet we are struggling to find instructors for these courses, especially, electives. Our strongest growth area is the B.S.I.S.T. and potential growth with the M.S.I.S.T. where we have fewer faculty and IAS to teach and the need for more permanent staffing in this area is needed so we are not turning away students. The pressure from increased enrollments in our B.S.I.S.T. courses and via FLEX mode of delivery requires additional instructional staff. Our existing IAS and a few faculty are over extended between the onsite, online and flex courses/competency sets. Moreover, our M.S.I.S.T. is now authorized to begin admitting students for Spring semester, 2017.

As of November 1, 2016 “the current number of open positions” remains at 7 full time instructional staff (TT and TAS). In addition, during the 2015/2016 FY searches to fill two open tenure track positions were suspended. Based upon our three year review of vacancies and turnover it appears more vacancies are likely during a time we need to increase course offerings and admit new students.

**SOIS requests authorization to hire one tenure track faculty position, one Teaching Academic Staff position and one visiting faculty position.** These hire will allow SOIS to fulfill the following Strategic Positions Control Initiatives.

**Expected hires that are needed to maintain financial returns:**
In the Fall 2016 semester 112 students were turned away from enrolling in 3 credit classes due to the capacity of instructional staff. According to SOIS UBR Jarad Parker this represents a loss of $118,892.40 in gross tuition revenue and $95,113.92 in forgone income to SOIS. It is anticipated that the tenure track faculty hire would be able to teach in our current B.S. program and/or technology related courses in the M.L.I.S.

**b. Expected hires that are needed for continuity of essential academic and non-academic operations that broadly support the University’s mission (after alternatives for downsizing and reorganization have been considered):**
Additional instructional capacity is required to meet the demand of the new M.S. in Information Science and Technology approved by the UWS Board of Regents at its October, 2016 meeting. It is anticipated that the TAS hire request would develop and teach is this new degree. SOIS requests the hire be timed so course preparation could commence in the Spring 2017 semester.

d. Expected hires from external funding, auxiliary funds, and funding restricted for specific purposes (source of funding must be described):
UWS flexible option (FLEX) funding will begin direct transfers to SOIS. As a result of a meeting held on July 28, 2016, $200,000 will be earmarked for “Faculty Grading & Tutoring” in addition to other payments for program support and administration. These payments will allow us to increase the capacity of the FLEX option for B.S. students at SOIS. It is anticipated that the visiting faculty member will either participate in FLEX or free-up existing instructional staff to increase participation in FLEX.

g. Comparison of the expected savings (after considering a-f above) to the unit expense reduction target, and discussion of how any shortfall will be addressed (including the impact of these additional cuts on b-f above):
Per the campus data the unit expense reduction target is $5,285,808.
The current GPR Expenditure estimate (101 and 189) is $5,244,621 (per SOIS UBR Jarad Parker spreadsheet, see attached).

Any new hires will be covered by additional revenues generated by additional sections serving wait list students (b, above) and new revenues generated by MSIST students (d, above).

e. Expected additional revenues from FLEX involvement and projected carryforward also provide a backstop for unanticipated revenue shortfalls from b. and d. above.