

1985

University of Central Florida 1985 self study Southern Association of Colleges and Schools : Institute for Statistics self study report

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UNIVERSITY OF CENTRAL FLORIDA

1985
Self Study

SOUTHERN ASSOCIATION OF COLLEGES AND SCHOOLS

INSTITUTE OF STATISTICS

SELF STUDY REPORT

INSTITUTE OF STATISTICS
DEPARTMENT SELF-STUDY

1. Philosophy

1.1 Role in the University and the Community

The Institute of Statistics (hereafter referred to as the Institute), which is housed in the Department of Statistics, provides a consulting service to the faculty and students of the University who are engaged in research. In addition, the Institute extends its services (for a fee) beyond the campus to provide data analysis for other State agencies and private companies. For example, the Florida Department of Tourism has had the Institute assist them in analyzing the profiles of vacationers in the State.

1.2 Evaluation and Projections

The Institute is able to satisfy only about 50% of the present demand for the type of service it provides. The Institute needs a greater level of support to satisfy the demands for its services. A worthwhile addition would be an in-house computing facility to enhance consulting capabilities and assist faculty engaged in research.

2. Organization

2.1 Duties and Staffing

The Institute is administered by a director who reports to the Chairman of the Department of Statistics. An advisory board, the Policy Advisory Council, exists to give advice on policy matters such as job priority, role and scope, etc. The Policy Advisory Council consists of the Chairs of the Departments of Statistics and Computer Science, one faculty representative from each College, a faculty representative elected by and from the Department of Statistics, and one representative of the Division of Computer Services. The Chair of the Advisory Board is the Director of the Institute.

The Institute consists of faculty having some percentage of their time assigned for consulting activities. This assignment varies with an attempt to match the types of projects and areas of expertise of the faculty. Currently there is an Assistant in Statistical Consulting whose job is to provide data analysis capabilities and to assist the faculty in consulting. Efficiency and effectiveness would be improved by the addition of in-house computing capabilities, increased word processing capabilities in the form of an additional terminal, additional staff, and space. Critical staff needs include a one-half time secretary and another Assistant in Statistical Consulting. Also, a twelve-month contract for the Director is a top priority item in order to ensure coverage during the summer. Over the next two to five years, additional data analysis capabilities could be attained by the use of student

assistants - preferably as a source of graduate support. (Two to four students could be used.) The five to ten year projection is for a third full-time Assistant in Statistical Consulting, with continuing support for two to four students. Secretarial help will increase to one full-time secretary. Additional funding of Institute of Statistics (QIP) faculty positions will also be needed in the same time frame.

2.2 Projections

Yearly reviews are conducted and projections for additional resources are updated. No organizational changes are anticipated.

3. Financial Resources

3.1 Funding

Institute of Statistics Funding: 1982-83

Category	Time Period	Grant/ Contract	Department Contribution	University Contribution
Faculty (Director plus various fractions of 3 others (2.12 FTE))	Fall 1982	\$14,000	\$5,545	\$7,503
Secretary (.15 FTE)		---	1,465	---
Fringe Benefits (@ 16.44%)		2,302	1,152	1,233
Faculty (Director plus various fractions of 3 others (1.85 FTE))	Spring 1983	---	12,077	5,777
Secretary (.15 FTE)		---	1,465	---
Fringe Benefits (@ 16.44%)		---	2,226	950

Sources and amounts of funding for 1982-83 are given in the above table. All funds are subject to the same controls as apply to other units of the University. Budget requests are submitted to the Dean of the College of Arts and Sciences by the Chairman of the Department of Statistics (after consultation with the Director of the Institute). To date, the only allocations received have been positions and a modest amount of computing dollars.

3.2 Equipment

At the present time, no equipment is assigned specifically to the Institute of Statistics. However, equipment belonging to the Department of Statistics is available to the Institute. Further, the Institute, along with other units of the University, has access to computing equipment belonging to the Division of Computer Services

4. Personnel

4.1 Recruitment, Selection and Salaries

All recruiting is conducted in accordance with general University guidelines. Once a pool of qualified applicants is established, top contenders are interviewed, and a recommendation forwarded to the Dean of the College of Arts and Sciences. Salaries are set by the Dean (based on a recommendation from the Institute Director), subject to approval by the Vice President for Academic Affairs. Salary increases are based on performance evaluations

4.2 Security, Working Conditions and Projections

Although promotion will come through the department and is not directly related to the Institute, a potential problem exists. Consulting needs to be recognized as an important facet of research and creative activity. Lack of understanding or recognition of this could create promotion and/or morale problems.

At the present time, office space is just barely adequate. This is a university-wide problem of considerable magnitude. With the addition of faculty, the situation will be intolerable. Student assistants could share a large office such as the one where the Department's plotter and printer are housed. Equipment, supplies and personnel needs have been discussed in sections 2.1 and 3.2.

5. Physical Facilities

5.1. Space

At the present time, no space (other than one office for the Assistant in Statistical Consulting) has been assigned to the Institute of Statistics. Future needs include space for a secretary, offices for at least two additional Assistants in Statistical Consulting, a computer room (and a computer), two large (four persons each) offices for Graduate Research Assistants and other student assistants, and a library (or seminar) room. Lack of such space will severely hamper the operation of the Institute.

5.2. Specialized Needs

If a new facility is being planned, the Institute will be asked for input on its specialized needs. Provisions concerning parking,

loading, and handicapped access are handled on a routine basis by other University personnel. No safety hazards exist.

6. Computers

6.1 Impact and Needs

The Institute could not exist without computers. Currently, most data analysis is done on the UCF main frame (an IBM 4341). The Department of Statistics has its own HP flatbed plotter and Dec-Writer III hard copy printer, which are available to the Institute when needed. Each faculty member and Institute analyst has a remote data entry terminal to the IBM 4341. If in-house computing does not materialize soon for the Institute, two personal computers will be needed for data entry and editing.