

## The Departmental Services Committee— Help Prepare Your External Reviewer

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Departments undergoing an external review should consider providing external reviewers with as much of the following information as possible, *before* they arrive on campus:

1. the completed APSA Departmental Review Form;
2. a university catalogue;
3. a listing of all departmental courses offered over the last five years, by year and semester, which also provides a brief description of the courses, the name of the instructor and the enrollment;
4. comparative data on the teaching load of the department, as compared with other social science departments;
5. syllabi of current courses;
6. available summaries of course evaluation data;
7. comparative data on the distribution

of grades in departmental courses, as compared with those of other departments;

8. curriculum vitae for all current members of the department;
9. copies of professional work, including published materials and convention papers;
10. names and addresses of former members of the department who have retired or resigned in the last five years;
11. admissions data;
12. data on the percentage of students who are parttime;
13. data on post-baccalaureate plans of departmental majors;
14. data on current faculty salaries, as well as information on average increases over the last five years.

During the visit of external reviewers, the department should consider arranging visits between the reviewers and:

1. faculty members from departments of Economics, Sociology, History or Social Science Departments familiar with the teaching and research of members of the political science department;

### Resolution on Ethics and Human Subjects

Adopted December 9, 1988  
Committee on Professional Ethics, Rights and Freedoms

Given the obligations of universities and colleges to protect and promote freedom of inquiry, it is hereby recommended that university and college committees on Human Subjects in the Behavioral Sciences, mandated by federal regulations for the use of human subjects, be advised that:

(1) in the assessment of risks and benefits attached to a proposed research project, explicit weight be attached both to the general benefit to freedom of inquiry and to the risk to subsequent research proposals contingent on the restriction of current research;

(2) estimates of risk for human subjects shall be confined to actual subjects as defined by Federal Regulation 45 CFR 46.102 (f) (March 8, 1983);

(3) estimates of risk to human subjects must rise above mere speculation or conjecture.

- 2. students, including majors, prospective majors, and non-majors.

Departments are also encouraged to provide time before reviewers leave campus for them to present a preliminary oral report to the department as a whole and to receive reactions to these preliminary observations.

*Editor's Note: This list was prepared for the Association by Paul Dawson whose article on external reviews appears in the Features Section of this issue of PS.*

## Wolfinger Elected President of COSSA

Raymond Wolfinger, University of California-Berkeley, was elected president of the Consortium of Social Science Associations (COSSA) at its 1988 annual meeting. COSSA represents more than 185,000 American social and behavioral scientists. The four major purposes of the Association are: lobbying for the social and behavioral sciences with the legislative and executive branches of the federal govern-

ment; playing an educational role to policy-makers and educating researchers about important Washington decisions; communicating with other groups within the social and behavioral science community; and representing the social and behavioral sciences to the large science community.

In the past year COSSA has actively championed increased funding for social and behavioral science research, as well as pushed to increase the number of social and behavioral scientists serving on NIH advisory councils. Charles Jones of the University of Wisconsin testified for COSSA before the Senate Appropriations Committee reviewing increases in the National Science Foundation budget for FY 1989. Jones spoke in favor of the \$333 million increase in NSF funding proposed by the Reagan Administration. He emphasized that NSF provided funding for political science projects which would be difficult to fund elsewhere, a case in point, the national election study.

COSSA has also sponsored a series of congressional seminars focusing on new research areas. The seminars have dealt with the implications of an aging work force, rural development, and child care quality.

### Fact File

Status of Women Faculty in Political Science Departments in U.S.  
Total Number of Respondent Departments = 671 (51%)\*

	Full-time Faculty			New Full-time Hires		
	Total Faculty	Women	% Women	Total Faculty	Women	% Women
<b>TENURE TRACK FACULTY</b>						
Full Professor	2,468	171	7	37	2	5
Associate	1,538	232	15	55	9	16
Assistant	1,145	292	26	242	74	31
Instructor/Lecturer	106	37	35	40	16	40
Totals	5,257	732	14	374	101	27
<b>NON-TENURE TRACK FACULTY</b>						
Totals	530	105	20	172	49	28

\*Source: APSA Departmental Services Program, 1987-88 Survey of Departments.