

# Employees in Postsecondary Institutions, Fall 2009, and Salaries of Full-Time Instructional Staff, 2009-10

First Look



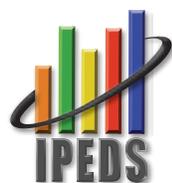


# Employees in Postsecondary Institutions, Fall 2009, and Salaries of Full-Time Instructional Staff, 2009-10

First Look

**NOVEMBER 2010**

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## Foreword

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This *First Look* presents findings from the Human Resources (HR) Component of the Integrated Postsecondary Education Data System (IPEDS) winter 2009-10 data collection. The HR component consists of the following three sections: Employees by Assigned Position (EAP) and Fall Staff (S) for fall 2009 and Salaries (SA) for academic year 2009-10. All three sections of the HR component were required for the winter 2009-10 collection. The HR data were collected through the IPEDS web-based data collection system.

The data on which this report is based are available to researchers and the public through the IPEDS Data Center, which can be found at <http://nces.ed.gov/ipeds>. This *First Look* report continues the series of *First Look* reports based on the collection of data from over 6,700 postsecondary education institutions that participate in Title IV federal student financial aid programs.

The purpose of this report is to introduce new data through the presentation of tables containing descriptive information. As a result only selected findings are presented. These findings have been chosen to demonstrate the range of information available when using the IPEDS data rather than to discuss all of the observed differences, and they are not meant to emphasize any particular issue.

We hope that the information provided in the report will be useful to a wide range of interested readers. Further, we hope that the results reported here will encourage researchers and others to make full use of the IPEDS data for analysis, to perform comparisons of peer institutions, or to help answer questions about postsecondary education institutions.

**Thomas Weko**  
*Associate Commissioner*  
*Postsecondary, Adult, and Career Education Division*

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The information presented in this publication was provided by either state coordinators for the Integrated Postsecondary Education Data System (IPEDS) or officials at individual institutions. In addition, these persons provided assistance in resolving questions about their submitted data, which resulted in more accurate information. Although it is not possible to list the names of all these people, their assistance was invaluable and is appreciated.

The U.S. Department of Education, National Center for Education Statistics (NCES), and the Office for Civil Rights, with the approval of the Office of Management and Budget, cooperate in the collection of racial/ethnic and gender information from all postsecondary institutions that participate in the Human Resources component of IPEDS. In this collaboration, data provided by postsecondary institutions are designated as Compliance Reports pursuant to the Civil Rights Act of 1964 (34 CFR 100.6(b)).

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# Introduction

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The Integrated Postsecondary Education Data System (IPEDS) collects institution-level data from postsecondary institutions in the United States (50 states and the District of Columbia) and other jurisdictions.<sup>1</sup> For IPEDS, a postsecondary institution is defined as an organization that is open to the public and has a primary mission of providing postsecondary education or training beyond the high school level. This definition includes institutions that offer academic, vocational, and continuing professional education programs and excludes institutions that offer only avocational (leisure) and adult basic education programs. IPEDS provides basic statistics on postsecondary institutions regarding tuition and fees, number and types of degrees and awards conferred, number of students enrolled, number of employees, financial statistics, graduation rates, and student financial aid. According to the Higher Education Amendments of 1992, IPEDS is mandatory for any institutions that participate in or are applicants for participation in any federal financial assistance program authorized by Title IV of the Higher Education Act of 1965, as amended. As a result of this mandate, IPEDS response rates are nearly 100 percent, and the resulting database is used as the principal sampling frame for other postsecondary surveys.

## IPEDS 2009-10

Participation in IPEDS was required for institutions and administrative offices that participated in Title IV federal student financial aid programs such as Pell Grants or Stafford Loans during the 2009-10 academic year.<sup>2</sup> Title IV institutions include 4-year colleges and universities, 2-year institutions, and non-degree-granting institutions (such as schools of cosmetology), among others. Accordingly, 6,896 institutions and 83 administrative offices (central or system offices) in the United States and other jurisdictions were expected to participate in the Human Resources (HR) component.

After submitting fall 2009 data to IPEDS, 9 institutions closed, leaving 6,887 institutions and 83 administrative offices in the United States and other jurisdictions that were required to complete the 2009-10 Human Resources component.

## Human Resources: Employees by Assigned Position, Fall Staff, and Salaries

The HR component consists of three sections: Employees by Assigned Position (EAP), Fall Staff, and Salaries.

- The EAP section, which collects the number of staff employed by each institution by medical school staff status, employment status (full or part time), faculty status, and primary function/occupational activity, was required of all 6,970 Title IV institutions and administrative offices, and 6,964, or 99.9 percent, responded (table A-1).

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<sup>1</sup> The other jurisdictions include American Samoa, the Federated States of Micronesia, Guam, the Marshall Islands, the Northern Marianas, Palau, Puerto Rico, and the U.S. Virgin Islands.

<sup>2</sup> Institutions participating in Title IV programs are accredited by an agency or organization recognized by the Secretary of the U.S. Department of Education, have a program of more than 300 clock hours or 8 credit hours, have been in business for at least 2 years, and have a signed Program Participation Agreement with the Office of Postsecondary Education, U.S. Department of Education.

- The Fall Staff section was required of all 6,970 Title IV institutions and administrative offices, and 6,964, or 99.9 percent, responded<sup>3</sup> (table A-1).
- The Salaries section was required of 4,455 Title IV entities, and 4,453, or 100.0 percent, responded (table A-1).<sup>4</sup>

Please refer to appendix A for a detailed description of the sections of the HR component.

## Changes in Reporting Categories

Beginning in fall 2008, several changes began to take effect regarding reporting of data by race/ethnicity.<sup>5</sup> These changes are being phased in over several IPEDS collections. As a result of these optional reporting categories, caution should be exercised when drawing conclusions from the data presented in this First Look. Data presented in this report on staff of Two or More Races are based on only those institutions that reported using the optional new race/ethnicity categories and are not representative of all staff that could be classified into Two or More Races.

Comparisons between data from prior IPEDS collections and the data presented in this First Look should also be undertaken with caution for the same reason. Please see the Changes in Reporting Categories section of appendix A for details.

## Focus of This Report

Tabulations in this report present selected data items collected in winter 2009-10 from 6,813 institutions and administrative offices in the United States (excluding those in other jurisdictions) that were required to respond to the HR component (table A-1a). This includes 6,733 Title IV institutions and 80 administrative offices. Additional HR data are available through the IPEDS Data Center.<sup>6</sup>

Several tables in this *First Look* display trends over time. In all trend tables (tables 4, 9, and 10), the time points displayed were chosen to demonstrate the range of data available from IPEDS for trend analysis, not to emphasize any particular period of change.

In the EAP section of the HR component, institutions with medical schools report their medical school employees separately from employees not working in medical schools to facilitate comparisons between similar institutions where one institution has a medical school and the other institution does not. Consequently, data reported in the EAP section are depicted separately for medical schools in this report.

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<sup>3</sup> The Fall Staff section is required in odd-numbered reporting years, such as fall 2009, and is optional in even-numbered years, such as fall 2008.

<sup>4</sup> The Salaries section was applicable to degree-granting institutions except for those institutions at which all instructional staff were part-time, contributed their services, were in the military, or taught preclinical or clinical medicine. Two degree-granting institutions reported not only their own data, but also data for one non-degree-granting institution and one administrative office because the data from the degree-granting institutions could not be separated from the non-degree-granting institution and administrative office. The two additional entities are included in the universe and response rate numbers of the Salaries section.

<sup>5</sup> For more information, see [http://nces.ed.gov/ipeds/submit\\_data/changes0809.asp](http://nces.ed.gov/ipeds/submit_data/changes0809.asp).

<sup>6</sup> See <http://nces.ed.gov/ipeds>.

# Selected Findings

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## Staff at Title IV Institutions and Administrative Offices in the United States

### Employees by Assigned Position

- Institutions reported employing approximately 3.8 million individuals in fall 2009 (table 1), of whom about 2.4 million were full-time employees and about 1.4 million were part-time employees.
- Institutions other than medical schools reported employing about 3.4 million individuals (table 1). Approximately 2.7 million were employed by 4-year institutions, 711,000 by 2-year institutions, and 49,000 by less-than-2-year institutions (table 2).
- Of the approximately 1.4 million full-time professionals<sup>7</sup> reported to be employed at degree-granting institutions and administrative offices (excluding medical schools), 46 percent had faculty status: 21 percent with tenure, 9 percent on tenure track, 10 percent not on tenure track, and 7 percent who were employed by institutions without a tenure system (table 3). The remaining 54 percent of full-time professionals did not have faculty status.
- From fall 2003 to fall 2009, the number of instructional staff reported to be employed at degree-granting institutions (excluding administrative offices and medical schools) increased for all sectors except 2-year private not-for-profit institutions (table 4). During this same time period, the proportion of these instructional staff who were full-time decreased. For example, the number of instructional staff at public 4-year institutions increased from about 370,000 to 438,000, while the percentage of these staff classified as full-time decreased from 68 percent to 64 percent.

### Fall Staff at Degree-Granting Institutions

- Institutions<sup>8</sup> reported hiring 113,000 new full-time employees in the 4-month period ending October 31, 2009 (table 5). Instruction, research, and/or public service was the primary responsibility of 35 percent of the new hires.<sup>9</sup>
- Institutions<sup>8</sup> reported that 65 percent of full-time faculty with tenure were men, and 35 percent were women (table 6).
- Institutions reported that 81 percent of full-time faculty with tenure were White; 8 percent were Asian, Native Hawaiian, or Pacific Islander; 5 percent were African American or Black; and 4 percent were Hispanic (table 6).

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<sup>7</sup> Full-time professional employees include those whose responsibilities are classified as primarily instruction, instruction combined with research/public service, primarily research, primarily public service, executive/administrative/managerial, or other professional (support/service).

<sup>8</sup> Data are for degree-granting institutions and administrative offices with 15 or more full-time staff.

<sup>9</sup> New hires include full-time permanent staff who were included on the payroll of the institution between July 1 and October 31, 2009, either for the first time (new to the institution) or after a break in service AND who were still on the payroll of the institution as of November 1, 2009. New hires do not include persons who have returned from sabbatical leave or full-time faculty working less-than-9-month contracts/teaching periods. New hires were included in the counts of all staff.

## Salaries of Full-Time Instructional Staff at Title IV Degree-Granting Institutions in the United States

- Of the nearly 584,000 reported instructional staff, 152,000 were professors, 127,000 were associate professors, 133,000 were assistant professors, 95,000 were instructors, and 28,000 were lecturers (table 7). The remaining 49,000 instructional staff had no academic rank.<sup>10</sup>
- Based on adjusted 9-month average salaries,<sup>11</sup> institutions reported that, on average, professors earned approximately \$103,000, associate professors earned \$74,000, assistant professors earned \$62,000, instructors earned \$53,000, lecturers earned \$54,000, and those with no academic rank earned \$55,000 (table 8).
- More men than women were employed as professors at 4-year institutions between 2003-04 and 2009-10 (table 9). However, during this period, the percentage change in the number of professors was higher for women. For example, the number of men at public institutions decreased by 4 percent while the number of women increased by 24 percent; at private not-for-profit institutions, the number of men increased by 1 percent and the number of women increased by 26 percent; and at private for-profit institutions, the number of men increased by 50 percent while the number of women increased by 73 percent.
- Professors at 4-year private not-for-profit institutions were reported to have earned the highest adjusted 9-month average salaries (table 10). In 2009-10, male professors earned \$114,000, an inflation-adjusted increase of 6 percent from their 2003-04 salaries, and female professors earned \$99,000, an inflation-adjusted increase of 6 percent from their 2003-04 salaries.

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<sup>10</sup> Full-time instructional staff not classified into the standard academic ranks of professor, associate professor, assistant professor, instructor, or lecturer are included under the category of no academic rank.

<sup>11</sup> Total salary outlays for full-time instructional staff (by rank) on 11/12-month contracts were adjusted to 9/10-month outlays by multiplying the outlay for 11/12-month contracted staff by 0.8182. The “equated” outlays were then added to the outlays for 9/10-month staff, and the resulting sum was then divided by the total number of full-time instructional staff to determine an average salary for each rank. Salaries for staff on less-than-9-month contracts were not collected.

Table 1. Number of staff at Title IV institutions and administrative offices, by employment status, medical school staff status, control of institution, and primary function/occupational activity: United States, fall 2009

Control of institution and primary function/occupational activity	Total			Full time			Part time		
	Total	Staff (except those in medical schools)	Medical school staff <sup>1</sup>	Total	Staff (except those in medical schools)	Medical school staff <sup>1</sup>	Total	Staff (except those in medical schools)	Medical school staff <sup>1</sup>
Total	3,794,500	3,422,200	372,300	2,430,250	2,123,161	307,089	1,364,250	1,299,039	65,211
Staff whose primary responsibility is instruction, research, and/or public service	1,476,775	1,360,220	116,555	749,677	650,973	98,704	727,098	709,247	17,851
Primarily instruction	1,140,545	1,107,081	33,464	492,839	466,029	26,810	647,706	641,052	6,654
Instruction/research/public service	252,819	196,625	56,194	191,671	142,514	49,157	61,148	54,111	7,037
Primarily research	59,271	41,414	17,857	48,877	33,554	15,323	10,394	7,860	2,534
Primarily public service	24,140	15,100	9,040	16,290	8,876	7,414	7,850	6,224	1,626
Executive/administrative/managerial	239,957	219,696	20,261	231,025	211,708	19,317	8,932	7,988	944
Other professional (support/service)	778,892	658,541	120,351	675,966	571,379	104,587	102,926	87,162	15,764
Graduate assistants <sup>2</sup>	342,393	321,703	20,690	†	†	†	342,393	321,703	20,690
Technical and paraprofessionals	204,440	167,010	37,430	160,999	128,162	32,837	43,441	38,848	4,593
Clerical and secretarial	451,147	403,299	47,848	354,825	311,313	43,512	96,322	91,986	4,336
Skilled crafts	63,007	61,634	1,373	60,268	58,933	1,335	2,739	2,701	38
Service/maintenance	237,889	230,097	7,792	197,490	190,693	6,797	40,399	39,404	995
Public	2,463,675	2,250,282	213,393	1,539,309	1,367,952	171,357	924,366	882,330	42,036
Staff whose primary responsibility is instruction, research, and/or public service	926,945	861,206	65,739	484,575	429,214	55,361	442,370	431,992	10,378
Primarily instruction	701,927	680,174	21,753	315,121	297,595	17,526	386,806	382,579	4,227
Instruction/research/public service	171,758	140,860	30,898	129,319	102,688	26,631	42,439	38,172	4,267
Primarily research	36,317	26,462	9,855	29,457	20,897	8,560	6,860	5,565	1,295
Primarily public service	16,943	13,710	3,233	10,678	8,034	2,644	6,265	5,676	589
Executive/administrative/managerial	113,439	105,912	7,527	108,586	101,541	7,045	4,853	4,371	482
Other professional (support/service)	504,665	427,584	77,081	435,369	368,823	66,546	69,296	58,761	10,535
Graduate assistants <sup>2</sup>	275,872	260,723	15,149	†	†	†	275,872	260,723	15,149
Technical and paraprofessionals	149,810	130,539	19,271	115,862	99,224	16,638	33,948	31,315	2,633
Clerical and secretarial	286,934	262,204	24,730	216,981	194,657	22,324	69,953	67,547	2,406
Skilled crafts	47,733	47,048	685	45,776	45,121	655	1,957	1,927	30
Service/maintenance	158,277	155,066	3,211	132,160	129,372	2,788	26,117	25,694	423
Private not-for-profit	1,078,504	919,597	158,907	750,749	615,017	135,732	327,755	304,580	23,175
Staff whose primary responsibility is instruction, research, and/or public service	411,003	360,187	50,816	228,013	184,670	43,343	182,990	175,517	7,473
Primarily instruction	302,408	290,697	11,711	142,612	133,328	9,284	159,796	157,369	2,427
Instruction/research/public service	78,502	53,206	25,296	60,401	37,875	22,526	18,101	15,331	2,770
Primarily research	22,942	14,940	8,002	19,412	12,649	6,763	3,530	2,291	1,239
Primarily public service	7,151	1,344	5,807	5,588	818	4,770	1,563	526	1,037
Executive/administrative/managerial	99,677	86,943	12,734	96,339	84,067	12,272	3,338	2,876	462
Other professional (support/service)	224,131	180,861	43,270	193,066	155,025	38,041	31,065	25,836	5,229
Graduate assistants <sup>2</sup>	66,252	60,711	5,541	†	†	†	66,252	60,711	5,541
Technical and paraprofessionals	48,143	29,984	18,159	40,472	24,273	16,199	7,671	5,711	1,960
Clerical and secretarial	138,528	115,410	23,118	115,770	94,582	21,188	22,758	20,828	1,930
Skilled crafts	14,875	14,187	688	14,222	13,542	680	653	645	8
Service/maintenance	75,895	71,314	4,581	62,867	58,858	4,009	13,028	12,456	572

See notes at end of table.

Table 1. Number of staff at Title IV institutions and administrative offices, by employment status, medical school staff status, control of institution, and primary function/occupational activity: United States, fall 2009—Continued

Control of institution and primary function/occupational activity	Total			Full time			Part time		
	Total	Staff (except those in medical schools)	Medical school staff <sup>1</sup>	Total	Staff (except those in medical schools)	Medical school staff <sup>1</sup>	Total	Staff (except those in medical schools)	Medical school staff <sup>1</sup>
Private for-profit	252,321	252,321	†	140,192	140,192	†	112,129	112,129	†
Staff whose primary responsibility is instruction, research, and/or public service	138,827	138,827	†	37,089	37,089	†	101,738	101,738	†
Primarily instruction	136,210	136,210	†	35,106	35,106	†	101,104	101,104	†
Instruction/research/public service	2,559	2,559	†	1,951	1,951	†	608	608	†
Primarily research	12	12	†	8	8	†	4	4	†
Primarily public service	46	46	†	24	24	†	22	22	†
Executive/administrative/managerial	26,841	26,841	†	26,100	26,100	†	741	741	†
Other professional (support/service)	50,096	50,096	†	47,531	47,531	†	2,565	2,565	†
Graduate assistants <sup>2</sup>	269	269	†	†	†	†	269	269	†
Technical and paraprofessionals	6,487	6,487	†	4,665	4,665	†	1,822	1,822	†
Clerical and secretarial	25,685	25,685	†	22,074	22,074	†	3,611	3,611	†
Skilled crafts	399	399	†	270	270	†	129	129	†
Service/maintenance	3,717	3,717	†	2,463	2,463	†	1,254	1,254	†

† Not applicable.

<sup>1</sup>Medical schools are defined as those with Doctor of Medicine (M.D.) and/or Doctor of Osteopathic Medicine (D.O.) programs. Also includes health or allied health schools or departments that are affiliated with (housed in or under the authority of) the medical school.

<sup>2</sup>By definition, all graduate assistants are part-time.

SOURCE: U.S. Department of Education, National Center for Education Statistics, Integrated Postsecondary Education Data System (IPEDS), Winter 2009-10, Human Resources component, Employees by Assigned Position section.

Table 2. Number of staff at Title IV institutions and administrative offices other than medical schools, by level of institution, employment status, control of institution, and primary function/occupational activity: United States, fall 2009

Control of institution and primary function/occupational activity	4-year			2-year			Less-than-2-year		
	Total	Full time	Part time	Total	Full time	Part time	Total	Full time	Part time
Total	2,661,882	1,739,480	922,402	711,210	350,314	360,896	49,108	33,367	15,741
Staff whose primary responsibility is instruction, research, and/or public service	922,027	505,782	416,245	412,636	131,508	281,128	25,557	13,683	11,874
Primarily instruction	682,480	323,992	358,488	399,044	128,354	270,690	25,557	13,683	11,874
Instruction/research/public service	186,997	139,700	47,297	9,628	2,814	6,814	†	†	†
Primarily research	41,358	33,515	7,843	56	39	17	†	†	†
Primarily public service	11,192	8,575	2,617	3,908	301	3,607	†	†	†
Executive/administrative/managerial	175,749	169,358	6,391	36,819	35,684	1,135	7,128	6,666	462
Other professional (support/service)	574,134	505,160	68,974	78,144	60,751	17,393	6,263	5,468	795
Graduate assistants <sup>1</sup>	321,703	†	321,703	†	†	†	†	†	†
Technical and paraprofessionals	119,910	97,556	22,354	45,373	29,484	15,889	1,727	1,122	605
Clerical and secretarial	303,471	246,833	56,638	93,534	59,540	33,994	6,294	4,940	1,354
Skilled crafts	55,279	53,503	1,776	6,062	5,236	826	293	194	99
Service/maintenance	189,609	161,288	28,321	38,642	28,111	10,531	1,846	1,294	552
Public	1,590,357	1,053,212	537,145	648,642	308,579	340,063	11,283	6,161	5,122
Staff whose primary responsibility is instruction, research, and/or public service	474,183	310,279	163,904	379,816	115,874	263,942	7,207	3,061	4,146
Primarily instruction	306,405	181,719	124,686	366,562	112,815	253,747	7,207	3,061	4,146
Instruction/research/public service	131,534	99,958	31,576	9,326	2,730	6,596	†	†	†
Primarily research	26,415	20,861	5,554	47	36	11	†	†	†
Primarily public service	9,829	7,741	2,088	3,881	293	3,588	†	†	†
Executive/administrative/managerial	76,830	73,337	3,493	28,374	27,563	811	708	641	67
Other professional (support/service)	359,749	317,558	42,191	67,011	50,606	16,405	824	659	165
Graduate assistants <sup>1</sup>	260,723	†	260,723	†	†	†	†	†	†
Technical and paraprofessionals	86,033	70,484	15,549	44,029	28,472	15,557	477	268	209
Clerical and secretarial	174,403	139,759	34,644	86,597	53,982	32,615	1,204	916	288
Skilled crafts	41,076	39,962	1,114	5,875	5,110	765	97	49	48
Service/maintenance	117,360	101,833	15,527	36,940	26,972	9,968	766	567	199
Private not-for-profit	908,141	607,714	300,427	9,206	5,556	3,650	2,250	1,747	503
Staff whose primary responsibility is instruction, research, and/or public service	354,088	181,756	172,332	5,147	2,306	2,841	952	608	344
Primarily instruction	284,664	130,433	154,231	5,081	2,287	2,794	952	608	344
Instruction/research/public service	53,148	37,858	15,290	58	17	41	†	†	†
Primarily research	14,937	12,648	2,289	3	1	2	†	†	†
Primarily public service	1,339	817	522	5	1	4	†	†	†
Executive/administrative/managerial	85,452	82,685	2,767	1,131	1,038	93	360	344	16
Other professional (support/service)	179,184	153,636	25,548	1,271	1,021	250	406	368	38
Graduate assistants <sup>1</sup>	60,711	†	60,711	†	†	†	†	†	†
Technical and paraprofessionals	29,619	24,004	5,615	275	210	65	90	59	31
Clerical and secretarial	114,251	93,730	20,521	813	557	256	346	295	51
Skilled crafts	14,133	13,495	638	50	45	5	4	2	2
Service/maintenance	70,703	58,408	12,295	519	379	140	92	71	21

See notes at end of table.

Table 2. Number of staff at Title IV institutions and administrative offices other than medical schools, by level of institution, employment status, control of institution, and primary function/occupational activity: United States, fall 2009—Continued

Control of institution and primary function/occupational activity	4-year			2-year			Less-than-2-year		
	Total	Full time	Part time	Total	Full time	Part time	Total	Full time	Part time
Private for-profit	163,384	78,554	84,830	53,362	36,179	17,183	35,575	25,459	10,116
Staff whose primary responsibility is instruction, research, and/or public service	93,756	13,747	80,009	27,673	13,328	14,345	17,398	10,014	7,384
Primarily instruction	91,411	11,840	79,571	27,401	13,252	14,149	17,398	10,014	7,384
Instruction/research/public service	2,315	1,884	431	244	67	177	†	†	†
Primarily research	6	6	0	6	2	4	†	†	†
Primarily public service	24	17	7	22	7	15	†	†	†
Executive/administrative/managerial	13,467	13,336	131	7,314	7,083	231	6,060	5,681	379
Other professional (support/service)	35,201	33,966	1,235	9,862	9,124	738	5,033	4,441	592
Graduate assistants <sup>1</sup>	269	†	269	†	†	†	†	†	†
Technical and paraprofessionals	4,258	3,068	1,190	1,069	802	267	1,160	795	365
Clerical and secretarial	14,817	13,344	1,473	6,124	5,001	1,123	4,744	3,729	1,015
Skilled crafts	70	46	24	137	81	56	192	143	49
Service/maintenance	1,546	1,047	499	1,183	760	423	988	656	332

† Not applicable.

<sup>1</sup>By definition, all graduate assistants are part-time.

NOTE: Medical schools are defined as those with Doctor of Medicine (M.D.) and/or Doctor of Osteopathic Medicine (D.O.) programs. Also includes health or allied health schools or departments that are affiliated with (housed in or under the authority of) the medical school.

SOURCE: U.S. Department of Education, National Center for Education Statistics, Integrated Postsecondary Education Data System (IPEDS), Winter 2009-10, Human Resources component, Employees by Assigned Position section.

Table 3. Number and percentage of full-time professional staff at Title IV degree-granting institutions and administrative offices, by control of institution, medical school staff status, level of institution, and faculty status: United States, fall 2009

Medical school staff status, level of institution, and faculty status	Number				Percent			
	Total	Public	Private not-for-profit	Private for-profit	Total	Public	Private not-for-profit	Private for-profit
Total staff <sup>1</sup>	1,619,517	1,019,831	514,725	84,961	100.0	100.0	100.0	100.0
Staff (except those in medical schools <sup>2</sup> )	1,396,909	890,879	421,069	84,961	100.0	100.0	100.0	100.0
With faculty status	647,790	442,260	179,881	25,649	46.4	49.6	42.7	30.2
With tenure	291,594	212,553	78,619	422	20.9	23.9	18.7	0.5
On tenure track	121,406	85,134	36,117	155	8.7	9.6	8.6	0.2
Not on tenure track	142,405	100,515	41,785	105	10.2	11.3	9.9	0.1
No tenure system	92,385	44,058	23,360	24,967	6.6	4.9	5.5	29.4
Without faculty status	749,119	448,619	241,188	59,312	53.6	50.4	57.3	69.8
4-year	1,180,153	701,151	417,953	61,049	100.0	100.0	100.0	100.0
With faculty status	519,268	326,684	178,238	14,346	44.0	46.6	42.6	23.5
With tenure	244,358	165,587	78,513	258	20.7	23.6	18.8	0.4
On tenure track	104,994	68,798	36,061	135	8.9	9.8	8.6	0.2
Not on tenure track	131,354	89,652	41,598	104	11.1	12.8	10.0	0.2
No tenure system	38,562	2,647	22,066	13,849	3.3	0.4	5.3	22.7
Without faculty status	660,885	374,467	239,715	46,703	56.0	53.4	57.4	76.5
2-year	216,756	189,728	3,116	23,912	100.0	100.0	100.0	100.0
With faculty status	128,522	115,576	1,643	11,303	59.3	60.9	52.7	47.3
With tenure	47,236	46,966	106	164	21.8	24.8	3.4	0.7
On tenure track	16,412	16,336	56	20	7.6	8.6	1.8	0.1
Not on tenure track	11,051	10,863	187	1	5.1	5.7	6.0	0.0
No tenure system	53,823	41,411	1,294	11,118	24.8	21.8	41.5	46.5
Without faculty status	88,234	74,152	1,473	12,609	40.7	39.1	47.3	52.7
Medical school staff <sup>2</sup>	222,608	128,952	93,656	†	100.0	100.0	100.0	†
With faculty status	95,087	55,967	39,120	†	42.7	43.4	41.8	†
With tenure	21,150	13,614	7,536	†	9.5	10.6	8.0	†
On tenure track	17,161	7,545	9,616	†	7.7	5.9	10.3	†
Not on tenure track	56,345	34,808	21,537	†	25.3	27.0	23.0	†
No tenure system	431	0	431	†	0.2	0.0	0.5	†
Without faculty status	127,521	72,985	54,536	†	57.3	56.6	58.2	†

† Not applicable.

<sup>1</sup>Data are from degree-granting institutions only. The number of staff displayed in this table will not be equal to corresponding values from table 1.

<sup>2</sup>Medical schools are defined as those with Doctor of Medicine (M.D.) and/or Doctor of Osteopathic Medicine (D.O.) programs. Also includes health or allied health schools or departments that are affiliated with (housed in or under the authority of) the medical school. NOTE: Full-time professional staff include those staff in the following positions: primarily instruction, instruction combined with research and/or public service, primarily research, primarily public service, executive/administrative/managerial, and other professional (support/service). Detail may not sum to totals because of rounding.

SOURCE: U.S. Department of Education, National Center for Education Statistics, Integrated Postsecondary Education Data System (IPEDS), Winter 2009-10, Human Resources component, Employees by Assigned Position section.

Table 4. Number and percentage of instructional staff at Title IV degree-granting institutions other than medical schools, by sector of institution and employment status: United States, fall 2003, 2005, 2007, and 2009

Sector of institution and employment status	Fall 2003		Fall 2005		Fall 2007		Fall 2009	
	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Public 4-year	369,635	100.0	387,230	100.0	419,519	100.0	437,858	100.0
Full time	249,610	67.5	257,968	66.6	272,461	64.9	281,610	64.3
Part time	120,025	32.5	129,262	33.4	147,058	35.1	156,248	35.7
Public 2-year	343,559	100.0	351,527	100.0	355,598	100.0	369,363	100.0
Full time	110,426	32.1	111,346	31.7	112,597	31.7	112,473	30.5
Part time	233,133	67.9	240,181	68.3	243,001	68.3	256,890	69.5
Private not-for-profit 4-year	286,610	100.0	299,989	100.0	318,905	100.0	337,742	100.0
Full time	149,849	52.3	154,536	51.5	162,086	50.8	168,240	49.8
Part time	136,761	47.7	145,453	48.5	156,819	49.2	169,502	50.2
Private not-for-profit 2-year	4,048	100.0	4,095	100.0	3,479	100.0	3,708	100.0
Full time	1,960	48.4	1,896	46.3	1,544	44.4	1,427	38.5
Part time	2,088	51.6	2,199	53.7	1,935	55.6	2,281	61.5
Private for-profit 4-year	39,144	100.0	73,342	100.0	90,226	100.0	93,707	100.0
Full time	6,874	17.6	10,439	14.2	10,856	12.0	13,724	14.6
Part time	32,270	82.4	62,903	85.8	79,370	88.0	79,983	85.4
Private for-profit 2-year	16,069	100.0	16,857	100.0	18,098	100.0	23,139	100.0
Full time	7,754	48.3	8,252	49.0	8,358	46.2	10,295	44.5
Part time	8,315	51.7	8,605	51.0	9,740	53.8	12,844	55.5

NOTE: Graduate assistants are not included in this table. Instructional staff are those reported as "primarily instruction" or "instruction combined with research and/or public service." Medical schools are defined as those with Doctor of Medicine (M.D.) and/or Doctor of Osteopathic Medicine (D.O.) programs. Also includes health or allied health schools or departments that are affiliated with (housed in or under the authority of) the medical school.

SOURCE: U.S. Department of Education, National Center for Education Statistics, Integrated Postsecondary Education Data System (IPEDS), Winter 2003-04, Employees by Assigned Position component, and Winter 2005-06, Winter 2007-08, and Winter 2009-10, Human Resources component, Employees by Assigned Position section.

Table 5. Number and percentage of staff and new hires at Title IV institutions and administrative offices, by employment status, gender, and primary function/occupational activity: United States, fall 2009

Primary function/occupational activity	Total		Full time		Part time		Men		Women	
	Number	Percent								
Total (degree-granting and non-degree-granting institutions and administrative offices) <sup>1</sup>										
Total, all institutions	3,794,500	100.0	2,430,250	100.0	1,364,250	100.0	1,733,906	100.0	2,060,594	100.0
All staff										
Professional staff	2,838,017	74.8	1,656,668	68.2	1,181,349	86.6	1,373,520	79.2	1,464,497	71.1
Staff whose primary responsibility is instruction, research, and/or public service	1,476,775	38.9	749,677	30.8	727,098	53.3	774,954	44.7	701,821	34.1
Executive/administrative/managerial	239,957	6.3	231,025	9.5	8,932	0.7	110,103	6.3	129,854	6.3
Other professional (support/service)	778,892	20.5	675,966	27.8	102,926	7.5	307,522	17.7	471,370	22.9
Graduate assistants <sup>2</sup>	342,393	9.0	†	†	342,393	25.1	180,941	10.4	161,452	7.8
Nonprofessional staff	956,483	25.2	773,582	31.8	182,901	13.4	360,386	20.8	596,097	28.9
Technical and paraprofessionals	204,440	5.4	160,999	6.6	43,441	3.2	84,206	4.9	120,234	5.8
Clerical and secretarial	451,147	11.9	354,825	14.6	96,322	7.1	67,722	3.9	383,425	18.6
Skilled crafts	63,007	1.7	60,268	2.5	2,739	0.2	58,631	3.4	4,376	0.2
Service/maintenance	237,889	6.3	197,490	8.1	40,399	3.0	149,827	8.6	88,062	4.3
Degree-granting institutions and administrative offices with 15 or more full-time staff only										
New hires (full time only) <sup>3</sup>	112,844	100.0	112,844	100.0	†	†	50,899	100.0	61,945	100.0
Professional staff	83,131	73.7	83,131	73.7	†	†	39,375	77.4	43,756	70.6
Staff whose primary responsibility is instruction, research, and/or public service	39,560	35.1	39,560	35.1	†	†	20,469	40.2	19,091	30.8
Executive/administrative/managerial	6,960	6.2	6,960	6.2	†	†	3,333	6.5	3,627	5.9
Other professional (support/service)	36,611	32.4	36,611	32.4	†	†	15,573	30.6	21,038	34.0
Nonprofessional staff	29,713	26.3	29,713	26.3	†	†	11,524	22.6	18,189	29.4
Technical and paraprofessionals	8,424	7.5	8,424	7.5	†	†	3,363	6.6	5,061	8.2
Clerical and secretarial	13,471	11.9	13,471	11.9	†	†	2,647	5.2	10,824	17.5
Skilled crafts	1,062	0.9	1,062	0.9	†	†	974	1.9	88	0.1
Service/maintenance	6,756	6.0	6,756	6.0	†	†	4,540	8.9	2,216	3.6

† Not applicable

<sup>1</sup>Beginning with the 2007-08 data collection, institutions with fewer than 15 full-time staff were required to complete the Fall Staff section of the Human Resources component. Therefore, data represent degree-granting institutions (regardless of number of staff), non-degree-granting institutions, and administrative offices.

<sup>2</sup>By definition, all graduate assistants are part-time.

<sup>3</sup>New hires include full-time permanent staff who were included on the payroll of the institution between July 1 and October 31, 2009, either for the first time (new to the institution) or after a break in service AND who are still on the payroll of the institution as of November 1, 2009. New hires do not include persons who have returned from sabbatical leave or full-time staff whose primary responsibility is instruction, research, and/or public service working less-than-9-month contracts/teaching periods. New hires are included in the counts of all staff.

NOTE: Detail may not sum to totals because of rounding. New hires data are only for full-time staff.

SOURCE: U.S. Department of Education, National Center for Education Statistics, Integrated Postsecondary Education Data System (IPEDS), Winter 2009-10, Human Resources component, Fall Staff section.

Table 6. Number and percentage of full-time staff whose primary responsibility is instruction, research, and/or public service at Title IV degree-granting institutions and administrative offices, by faculty status, sector of institution, gender, and race/ethnicity: United States, fall 2009

Sector of institution, gender, and race/ethnicity	Staff with faculty status											
	Total staff		With tenure		On tenure track		Not on tenure track		No tenure system		Staff without faculty status	
	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Total	728,125	100.0	297,460	100.0	135,250	100.0	179,135	100.0	87,306	100.0	28,974	100.0
Sector of institution												
Public 4-year	365,618	50.2	168,420	56.6	74,042	54.7	109,357	61.0	2,546	2.9	11,253	38.8
Public 2-year	112,800	15.5	45,669	15.4	15,864	11.7	9,833	5.5	40,514	46.4	920	3.2
Private not-for-profit 4-year	224,618	30.8	83,039	27.9	45,162	33.4	59,706	33.3	20,226	23.2	16,485	56.9
Private not-for-profit 2-year	1,353	0.2	101	#	54	#	145	0.1	1,045	1.2	8	#
Private for-profit 4-year	13,666	1.9	107	#	124	0.1	93	0.1	13,117	15.0	225	0.8
Private for-profit 2-year	10,070	1.4	124	#	4	#	1	#	9,858	11.3	83	0.3
Gender												
Men	415,268	57.0	193,221	65.0	71,645	53.0	90,135	50.3	42,944	49.2	17,323	59.8
Women	312,857	43.0	104,239	35.0	63,605	47.0	89,000	49.7	44,362	50.8	11,651	40.2
Race/ethnicity												
African American or Black	39,654	5.4	13,750	4.6	8,687	6.4	9,614	5.4	6,749	7.7	854	2.9
American Indian or Alaska Native	3,452	0.5	1,269	0.4	609	0.5	694	0.4	795	0.9	85	0.3
Asian, Native Hawaiian, or Pacific Islander	59,634	8.2	22,460	7.6	14,073	10.4	16,717	9.3	2,811	3.2	3,573	12.3
Hispanic	28,027	3.8	10,745	3.6	5,910	4.4	6,546	3.7	3,759	4.3	1,067	3.7
White	550,574	75.6	242,248	81.4	92,500	68.4	130,262	72.7	70,742	81.0	14,822	51.2
Two or More Races <sup>1</sup>	1,164	0.2	417	0.1	256	0.2	252	0.1	196	0.2	43	0.1
Race/ethnicity unknown	14,881	2.0	3,633	1.2	3,855	2.9	3,969	2.2	1,924	2.2	1,500	5.2
Nonresident alien	30,739	4.2	2,938	1.0	9,360	6.9	11,081	6.2	330	0.4	7,030	24.3

# Rounds to zero.

<sup>1</sup>Two or More Races was an optional reporting category in IPEDS 2009-10, and 829 degree-granting institutions with 15 or more full-time staff reported staff using this option. The figures reported here should not be considered representative of all staff who could be classified into Two or More Races.

NOTE: Data are for degree-granting institutions and administrative offices with 15 or more full-time staff. Detail may not sum to totals because of rounding.

SOURCE: U.S. Department of Education, National Center for Education Statistics, Integrated Postsecondary Education Data System (IPEDS), Winter 2009-10, Human Resources component, Fall Staff section.

Table 7. Number of full-time instructional staff at Title IV degree-granting institutions, by academic rank, control and level of institution, and gender: United States, academic year 2009-10

Control and level of institution, and gender	All ranks	Professor	Associate professor	Assistant professor	Instructor	Lecturer	No academic rank <sup>1</sup>
Total <sup>2</sup>	583,999	151,649	127,016	133,164	95,111	27,977	49,082
Public	391,750	99,274	82,238	86,050	66,824	20,481	36,883
4-year	280,092	84,847	71,911	74,494	21,392	19,784	7,664
Men	164,085	62,517	42,494	38,295	8,240	8,869	3,670
Women	116,007	22,330	29,417	36,199	13,152	10,915	3,994
2-year	111,658	14,427	10,327	11,556	45,432	697	29,219
Men	51,208	7,048	4,684	5,003	21,018	284	13,171
Women	60,450	7,379	5,643	6,553	24,414	413	16,048
Private not-for-profit	168,838	51,070	43,900	46,380	11,516	7,491	8,481
4-year	167,485	50,975	43,697	46,117	10,913	7,481	8,302
Men	97,733	36,800	25,388	22,682	4,824	3,482	4,557
Women	69,752	14,175	18,309	23,435	6,089	3,999	3,745
2-year	1,353	95	203	263	603	10	179
Men	520	41	59	70	250	4	96
Women	833	54	144	193	353	6	83
Private for-profit	23,411	1,305	878	734	16,771	5	3,718
4-year	13,462	1,104	811	669	7,597	5	3,276
Men	7,266	752	457	316	3,885	3	1,853
Women	6,196	352	354	353	3,712	2	1,423
2-year	9,949	201	67	65	9,174	0	442
Men	4,560	69	29	27	4,271	0	164
Women	5,389	132	38	38	4,903	0	278

<sup>1</sup>Includes staff at institutions without standard academic ranks.

<sup>2</sup>Total full-time instructional staff includes those on 9/10-month and 11/12-month contracts.

NOTE: Although the Salaries section was applicable to degree-granting institutions except for those institutions at which all instructional staff were part time, contributed their services, were in the military, or taught preclinical or clinical medicine, two degree-granting institutions reported not only their own data, but also data for one non-degree-granting institution and one administrative office because the data from the degree-granting institutions could not be separated from the non-degree-granting institution and administrative office. The two additional entities are included in the universe and response rate numbers of the Salaries section. Instructional staff are those members of the instruction/research staff who are employed full time and whose specific assignments customarily are made for the purpose of providing instruction or teaching, including those with released time for research. Full-time instructional staff also include those for whom it is not possible to differentiate between instruction or teaching, research, and public service because each of these functions is an integral component of their regular assignment. They are reported as "primarily instruction" or "instruction combined with research and/or public service" in the full-time non-medical-school part of the Employees by Assigned Position section.

SOURCE: U.S. Department of Education, National Center for Education Statistics, Integrated Postsecondary Education Data System (IPEDS), Winter 2009-10, Human Resources component, Salaries section.

Table 8. Adjusted 9-month average salaries of full-time instructional staff at Title IV degree-granting institutions, by academic rank, control and level of institution, and gender: United States, academic year 2009-10

Control and level of institution, and gender	All ranks	Professor	Associate professor	Assistant professor	Instructor	Lecturer	No academic rank <sup>1</sup>
Adjusted 9-month average salaries <sup>2</sup>	\$72,889	\$102,858	\$73,933	\$62,150	\$53,499	\$54,494	\$54,787
Public	72,429	100,018	73,848	62,398	58,284	53,641	54,466
4-year	76,959	104,903	75,825	63,741	46,365	53,679	52,194
Men	83,379	108,104	77,873	65,786	47,600	57,006	53,596
Women	67,878	95,942	72,867	61,578	45,591	50,975	50,906
2-year	61,065	71,285	60,081	53,743	63,896	52,568	55,062
Men	62,298	73,169	60,973	54,497	64,855	52,057	56,054
Women	60,020	69,487	59,341	53,169	63,069	52,919	54,247
Private not-for-profit	78,292	109,589	74,516	61,828	46,865	56,848	61,033
4-year	78,574	109,695	74,641	61,919	47,141	56,884	61,569
Men	85,087	113,639	76,635	64,018	47,472	60,375	65,171
Women	69,448	99,454	71,875	59,888	46,878	53,844	57,185
2-year	43,460	53,028	47,757	45,789	41,868	30,214	36,192
Men	39,333	55,028	45,040	41,132	36,535	29,398	35,512
Women	46,037	51,510	48,871	47,478	45,645	30,757	36,978
Private for-profit	41,620	55,433	52,661	53,405	38,991	22,166	43,723
4-year	45,149	57,408	53,741	55,262	41,904	22,166	44,385
Men	45,790	58,642	52,658	55,338	43,029	23,496	43,078
Women	44,397	54,772	55,139	55,194	40,726	20,171	46,088
2-year	36,845	44,584	39,582	34,288	36,579	†	38,818
Men	37,660	40,849	39,454	35,206	37,608	†	37,758
Women	36,155	46,537	39,680	33,636	35,682	†	39,443

† Not applicable.

<sup>1</sup>Includes staff at institutions without standard academic ranks.

<sup>2</sup>Total salary outlays for full-time instructional staff (by rank) on 11/12-month contracts were adjusted to 9/10-month outlays by multiplying the outlay for 11/12-month contracted staff by 0.8182. The "equated" outlays were then added to the outlays for 9/10-month staff, and the resulting sum was then divided by the total number of staff to determine an average salary for each rank. Salaries for staff on less-than-9-month contracts were not collected.

NOTE: Although the Salaries section was applicable to degree-granting institutions except for those institutions at which all instructional staff were part time, contributed their services, were in the military, or taught preclinical or clinical medicine, two degree-granting institutions reported not only their own data, but also data for one non-degree-granting institution and one administrative office because the data from the degree-granting institutions could not be separated from the non-degree-granting institution and administrative office. The two additional entities are included in the universe and response rate numbers of the Salaries section. Instructional staff are those members of the instruction/research staff who are employed full time and whose specific assignments customarily are made for the purpose of providing instruction or teaching, including those with released time for research. Full-time instructional staff also include those for whom it is not possible to differentiate between instruction or teaching, research, and public service because each of these functions is an integral component of their regular assignment. They are reported as "primarily instruction" or "instruction combined with research and/or public service" in the full-time non-medical-school part of the Employees by Assigned Position section.

SOURCE: U.S. Department of Education, National Center for Education Statistics, Integrated Postsecondary Education Data System (IPEDS), Winter 2009-10, Human Resources component, Salaries section.

Table 9. Number of full-time instructional staff and percentage change in full-time instructional staff at Title IV degree-granting institutions, by gender, sector of institution, and academic rank: United States, academic years 2003-04, 2005-06, 2007-08, and 2009-10

Sector of institution and academic rank	Men					Women				
	2003-04	2005-06	2007-08	2009-10	Percent change 2003-04 to 2009-10	2003-04	2005-06	2007-08	2009-10	Percent change 2003-04 to 2009-10
<b>Public 4-year</b>										
Professor	64,926	62,245	62,274	62,517	-3.7	17,954	18,830	20,680	22,330	24.4
Associate professor	40,274	39,950	41,378	42,494	5.5	23,777	25,238	27,398	29,417	23.7
Assistant professor	36,504	36,960	38,262	38,295	4.9	30,457	31,829	34,494	36,199	18.9
Instructor	6,558	7,463	8,104	8,240	25.6	9,642	10,970	12,269	13,152	36.4
Lecturer	6,627	7,725	8,817	8,869	33.8	7,827	9,198	10,497	10,915	39.5
<b>Public 2-year</b>										
Professor	7,529	7,469	7,026	7,048	-6.4	6,385	6,854	6,875	7,379	15.6
Associate professor	4,766	4,847	4,646	4,684	-1.7	5,046	5,304	5,296	5,643	11.8
Assistant professor	4,999	5,286	5,261	5,003	0.1	5,828	6,262	6,664	6,553	12.4
Instructor	21,850	22,409	21,650	21,018	-3.8	22,908	24,841	24,553	24,414	6.6
Lecturer	425	304	259	284	-33.2	556	314	353	413	-25.7
<b>Private not-for-profit 4-year</b>										
Professor	36,588	36,128	36,492	36,800	0.6	11,233	12,008	13,116	14,175	26.2
Associate professor	23,961	24,255	24,949	25,388	6.0	15,335	16,151	17,140	18,309	19.4
Assistant professor	22,771	22,372	22,528	22,682	-0.4	20,503	21,146	22,638	23,435	14.3
Instructor	4,465	4,446	4,732	4,824	8.0	5,300	5,287	5,911	6,089	14.9
Lecturer	2,097	2,620	3,121	3,482	66.0	2,311	2,876	3,599	3,999	73.0
<b>Private not-for-profit 2-year</b>										
Professor	59	57	40	41	-30.5	68	79	53	54	-20.6
Associate professor	90	62	62	59	-34.4	118	111	133	144	22.0
Assistant professor	92	70	82	70	-23.9	155	185	231	193	24.5
Instructor	508	518	287	250	-50.8	483	462	391	353	-26.9
Lecturer	9	2	2	4	-55.6	34	32	3	6	-82.4
<b>Private for-profit 4-year</b>										
Professor	500	531	734	752	50.4	203	204	376	352	73.4
Associate professor	281	323	377	457	62.6	136	152	245	354	160.3
Assistant professor	205	237	256	316	54.1	105	189	223	353	236.2
Instructor	2,386	3,347	3,552	3,885	62.8	1,170	2,076	2,607	3,712	217.3
Lecturer	11	0	3	3	-72.7	25	6	4	2	-92.0
<b>Private for-profit 2-year</b>										
Professor	177	26	22	69	-61.0	86	27	24	132	53.5
Associate professor	65	10	11	29	-55.4	22	10	24	38	72.7
Assistant professor	15	9	11	27	80.0	31	34	18	38	22.6
Instructor	3,623	3,933	3,820	4,271	17.9	2,519	3,268	3,816	4,903	94.6
Lecturer	39	2	0	0	-100.0	32	32	6	0	-100.0

NOTE: Full-time instructional staff includes those on 9/10-month and 11/12-month contracts. Although the Salaries section was applicable to degree-granting institutions except for those institutions at which all instructional staff were part time, contributed their services, were in the military, or taught preclinical or clinical medicine, some degree-granting institutions reported not only their own data, but also data for administrative offices and non-degree-granting institutions because the data for the degree-granting institutions could not be separated from the administrative offices and non-degree-granting institutions. For the 2003-04 Salaries component, three degree-granting institutions reported for three non-degree-granting institutions; for the 2005-06 Salaries section of the Human Resources (HR) component, five degree-granting institutions reported for two non-degree-granting institutions and three administrative offices; for the 2007-08 Salaries section of the HR component, five degree-granting institutions reported for two non-degree-granting institutions and three administrative offices; and for the 2009-10 Salaries section of the HR component, two degree-granting institutions reported for one non-degree-granting institution and one administrative office. Instructional staff are those members of the instruction/research staff who are employed full time and whose specific assignments are customarily made for the purpose of providing instruction or teaching, including those with released time for research. Full-time instructional staff also include those for whom it is not possible to differentiate between instruction or teaching, research, and public service because each of these functions is an integral component of their regular assignment. They are reported as "primarily instruction" or "instruction combined with research and/or public service" in the full-time non-medical school part of the Employees by Assigned Position section.

SOURCE: U.S. Department of Education, National Center for Education Statistics, Integrated Postsecondary Education Data System (IPEDS), Winter 2003-04, Salaries component, and Winter 2005-06, Winter 2007-08, and Winter 2009-10, Human Resources component, Salaries section.

Table 10. Adjusted 9-month average salaries in constant 2009-10 dollars and percentage change in adjusted 9-month average salaries in constant 2009-10 dollars of full-time instructional staff at Title IV degree-granting institutions, by gender, sector of institution, and academic rank: United States, academic years 2003-04, 2005-06, 2007-08, and 2009-10

Sector of institution and academic rank	Men					Women				
	2003-04	2005-06	2007-08	2009-10	Percent change 2003-04 to 2009-10	2003-04	2005-06	2007-08	2009-10	Percent change 2003-04 to 2009-10
Public 4-year										
Professor	\$103,549	\$104,059	\$106,658	\$108,104	4.4	\$92,987	\$92,954	\$94,874	\$95,942	3.2
Associate professor	75,802	75,898	77,230	77,873	2.7	70,609	70,868	72,445	72,867	3.2
Assistant professor	64,392	64,228	65,310	65,786	2.2	59,449	59,549	61,050	61,578	3.6
Instructor	45,682	45,377	46,780	47,600	4.2	43,503	43,600	45,264	45,591	4.8
Lecturer	52,481	50,212	55,870	57,006	8.6	47,629	48,853	50,189	50,975	7.0
Public 2-year										
Professor	74,172	73,075	73,334	73,169	-1.4	69,669	68,996	69,580	69,487	-0.3
Associate professor	61,849	60,858	61,029	60,973	-1.4	59,725	58,951	59,255	59,341	-0.6
Assistant professor	54,529	53,679	53,857	54,497	-0.1	52,723	52,267	52,515	53,169	0.8
Instructor	63,399	61,859	64,213	64,855	2.3	60,794	59,673	62,182	63,069	3.7
Lecturer	46,745	48,271	49,888	52,057	11.4	47,211	49,582	49,599	52,919	12.1
Private not-for-profit 4-year										
Professor	107,057	109,073	111,092	113,639	6.1	94,044	95,494	97,514	99,454	5.8
Associate professor	74,629	74,350	75,560	76,635	2.7	69,905	69,762	70,572	71,875	2.8
Assistant professor	63,194	62,284	62,881	64,018	1.3	58,733	58,067	58,750	59,888	2.0
Instructor	46,240	44,274	45,596	47,472	2.7	45,859	44,921	45,725	46,878	2.2
Lecturer	59,778	57,551	58,970	60,375	1.0	51,463	51,445	52,623	53,844	4.6
Private not-for-profit 2-year										
Professor	52,312	51,561	56,094	55,028	5.2	50,473	49,273	52,244	51,510	2.1
Associate professor	43,993	47,147	47,459	45,040	2.4	46,289	46,157	52,672	48,871	5.6
Assistant professor	39,564	38,424	41,123	41,132	4.0	41,827	43,082	48,017	47,478	13.5
Instructor	39,204	40,152	37,807	36,535	-6.8	40,580	41,868	45,864	45,645	12.5
Lecturer	48,429	48,513	33,664	29,398	-39.3	53,265	57,861	35,455	30,757	-42.3
Private for-profit 4-year										
Professor	61,413	57,417	56,042	58,642	-4.5	56,151	57,496	51,464	54,772	-2.5
Associate professor	53,671	50,356	49,418	52,658	-1.9	49,890	51,010	51,405	55,139	10.5
Assistant professor	49,767	48,165	49,903	55,338	11.2	49,610	48,051	49,921	55,194	11.3
Instructor	41,735	42,292	43,251	43,029	3.1	39,009	40,209	40,377	40,726	4.4
Lecturer	38,987	†	31,358	23,496	-39.7	35,959	20,842	20,764	20,171	-43.9

See notes at end of table.

Table 10. Adjusted 9-month average salaries in constant 2009-10 dollars and percentage change in adjusted 9-month average salaries in constant 2009-10 dollars of full-time instructional staff at Title IV degree-granting institutions, by gender, sector of institution, and academic rank: United States, academic years 2003-04, 2005-06, 2007-08, and 2009-10—Continued

Sector of institution and academic rank	Men					Percent change 2003-04 to 2009-10	Women				Percent change 2003-04 to 2009-10
	2003-04	2005-06	2007-08	2009-10	2003-04		2005-06	2007-08	2009-10		
Private for-profit 2-year											
Professor	\$39,776	\$38,222	\$35,209	\$40,849	2.7	\$38,329	\$27,358	\$28,996	\$46,537	21.4	
Associate professor	32,842	36,638	37,570	39,454	20.1	33,902	43,193	37,817	39,680	17.0	
Assistant professor	38,504	34,957	35,900	35,206	-8.6	39,601	34,983	34,231	33,636	-15.1	
Instructor	36,782	37,027	38,067	37,608	2.2	31,836	33,449	34,952	35,682	12.1	
Lecturer	9,566	32,376	†	†	†	29,815	38,396	29,370	†	†	

† Not applicable.

NOTE: All amounts from 2003-04, 2005-06, and 2007-08 were converted to 2009-10 dollars using the average Consumer Price Index values for the 12-month periods ending in November 2003, November 2005, November 2007, and November 2009. Total salary outlays for full-time instructional staff (by rank) on 11/12-month contracts were adjusted to 9/10-month outlays by multiplying the outlay for 11/12-month contracted staff by 0.8182. The "equated" outlays were then added to the outlays for 9/10-month staff, and the resulting sum was then divided by the total number of staff to determine an average salary for each rank. Salaries for staff on less-than-9-month contracts were not collected. Although the Salaries section was applicable to degree-granting institutions except for those institutions at which all instructional staff were part time, contributed their services, were in the military, or taught preclinical or clinical medicine, some degree-granting institutions reported not only their own data, but also data for administrative offices and non-degree-granting institutions because the data for the degree-granting institutions could not be separated from the administrative offices and non-degree-granting institutions. For the 2003-04 Salaries component, three degree-granting institutions reported for three non-degree-granting institutions; for the 2005-06 Salaries section of the Human Resources (HR) component, five degree-granting institutions reported for two non-degree-granting institutions and three administrative offices; for the 2007-08 Salaries section of the HR component, five degree-granting institutions reported for two non-degree-granting institutions and three administrative offices; and for the 2009-10 Salaries section of the HR component, two degree-granting institutions reported for one non-degree-granting institution and one administrative office. Instructional staff are those members of the instruction/research staff who are employed full time and whose specific assignments are customarily made for the purpose of providing instruction or teaching, including those with released time for research. Full-time instructional staff also include those for whom it is not possible to differentiate between instruction or teaching, research, and public service because each of these functions is an integral component of their regular assignment. They are reported as "primarily instruction" or "instruction combined with research and/or public service" in the full-time non-medical-school part of the Employees by Assigned Position section.

SOURCE: U.S. Department of Education, National Center for Education Statistics, Integrated Postsecondary Education Data System (IPEDS), Winter 2003-04, Salaries component, and Winter 2005-06, Winter 2007-08, and Winter 2009-10, Human Resources component, Salaries section.

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# Appendix A: Survey Methodology

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## Overview

The Integrated Postsecondary Education Data System (IPEDS) defines a postsecondary institution as an organization that is open to the public and has a primary mission of providing education or training beyond the high school level. The main focus of the IPEDS winter 2009-10 data collection was to collect data from Title IV institutions. These institutions have Program Participation Agreements (PPAs) with the Office of Postsecondary Education (OPE) within the U.S. Department of Education and thus are eligible to participate in Title IV student financial aid programs. There were 6,979 Title IV institutions<sup>1</sup> and administrative offices located in the United States and the other jurisdictions<sup>2</sup> of the United States at the beginning of the 2009-10 academic year. Nine institutions closed before the winter 2009-10 data collection began, leaving 6,887 institutions and 83 administrative offices.

The winter 2009-10 data collection was entirely web-based. Institutions in the universe were asked to enter their survey responses using the IPEDS data collection website. The winter 2009-10 IPEDS data were collected between December 2, 2009, and January 20, 2010. The collection of the Human Resources (HR) component had three sections: Employees by Assigned Position (EAP), Fall Staff (S), and Salaries (SA). These three sections were previously separate components but were merged into the single HR component beginning with the winter 2005-06 data collection to simplify reporting and better ensure data consistency and accuracy. During the winter 2005-06 data collection, the glossary and instructions were also restructured based on the new design to improve consistency of reporting between sections. For example, prior to 2005-06, institutions could classify librarians and counselors as either “Faculty” or “Other professional (support/service)”; however, beginning with 2005-06, institutions were instructed to classify librarians and counselors as “Other professional (support/service)” only. (For detailed information on the primary functions/occupational activities, refer to appendix B, Glossary.)

## Universe, Institutions Surveyed, and Response Rates

The IPEDS universe is established during the fall collection period. For 2009-10, some 56 institutions and one administrative office included in prior IPEDS data collections were determined to be outside the scope of IPEDS because they were closed or were merged with another institution. Additionally, 252 institutions were reported exclusively by a parent institution; also, 251 institutions were added to the universe. Four of the U.S. service academies

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<sup>1</sup> Includes 6,896 institutions and 83 administrative offices (central or system offices). The administrative offices are required to complete the Institutional Characteristics component in the fall, the EAP section of the Human Resources component in the winter, and the Finance component in the winter or spring (if they have their own separate budget). Administrative offices are required to complete the Fall Staff section of the Human Resources component in odd-numbered years such as 2009, but not in even-numbered years such as 2008. The U.S. service academies are included in the number of institutions.

<sup>2</sup> The other jurisdictions surveyed in IPEDS are American Samoa, the Federated States of Micronesia, Guam, the Marshall Islands, the Northern Marianas, Palau, Puerto Rico, and the U.S. Virgin Islands.

are included in the IPEDS universe as if they were Title IV institutions.<sup>3</sup> These entities were identified from several sources, including a universe review by state coordinators, a review of the data file maintained by OPE, and information provided by the institutions themselves.

According to Section 490 of the Higher Education Amendments of 1992 (P.L. 102-325), IPEDS is mandatory for any institutions that participate in or are applicants for participation in any federal financial assistance program authorized by Title IV of the Higher Education Act of 1965, as amended (20 USC 1094(a)(17)). Therefore, most of the studies that use IPEDS data concentrate on the Title IV institutions, and this group is the main focus of IPEDS. To ensure the inclusion of all Title IV participants, the full set of 6,979 Title IV entities in the established IPEDS universe was validated by matching it with OPE's Postsecondary Education Participation System (PEPS) file.

The IPEDS database includes institutions that do not participate in Title IV financial aid programs. These institutions are invited to participate in the IPEDS program, and if they voluntarily respond to the surveys, the institutions are included in the College Navigator (<http://nces.ed.gov/collegenavigator>). For the 2009-10 HR component, 125 non-Title IV institutions provided data. The College Navigator is designed to help college students, prospective students, and their parents learn about admission requirements, degrees offered, costs, graduation rates, and other characteristics of institutions that they may find helpful in selecting between postsecondary institutions.

Not all Title IV institutions were required to complete all sections of the HR component. Nine institutions were not required to complete the HR component because they closed during the fall 2009 collection. The EAP and Fall Staff sections of the HR component were required of all Title IV institutions and administrative offices. The Salaries section was required of Title IV degree-granting institutions except for those institutions at which all instructional staff were part time, contributed their services, were in the military, or taught preclinical or clinical medicine. Of the 6,970 Title IV entities eligible for the winter 2009-10 IPEDS collection, all 6,887 institutions and 83 administrative offices were eligible for the EAP and Fall Staff sections, and 4,454 degree-granting institutions were eligible for the Salaries section. Although the Salaries section was applicable to degree-granting institutions only, two degree-granting institutions reported not only their own data, but also data for one non-degree-granting institution and one administrative office because the data could not be separated by degree-granting status. The two additional entities are included in the universe and response rate numbers of the Salaries section.

Table A-1 provides the number of Title IV institutions and administrative offices and the survey response rates for the HR component overall and the specific HR sections for winter 2009-10, by degree-granting status and level and control of institution, for the United States and other jurisdictions. Because Title IV institutions are the primary focus of IPEDS and they are required to respond, response rates for Title IV institutions and administrative offices in the winter 2009-10 IPEDS collection were high. The overall response rate in winter 2009-10 was 99.9 percent for the HR component. The response rates for the EAP and Fall Staff sections were also 99.9 percent, and the response rate for the Salaries section was 100.0 percent.

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<sup>3</sup> The four U.S. service academies that are not Title IV-eligible are the U.S. Naval Academy, the U.S. Military Academy, the U.S. Coast Guard Academy, and the U.S. Air Force Academy. One academy, the U.S. Merchant Marine Academy, is Title IV-eligible. Data for all five institutions are included in the tables and counts of institutions.

Table A-1a provides the number of Title IV institutions and administrative offices and the survey response rates for the HR component overall and the specific HR sections for winter 2009-10, by degree-granting status and level and control of institution for the United States only (excluding any other jurisdictions).

Table A-1. Response rates of Title IV institutions and administrative offices responding to the IPEDS winter 2009-10 data collection, by survey component or section, degree-granting status, and level and control of institution: United States and other jurisdictions

Degree-granting status and level and control of institution	Human Resources component			Employees by Assigned Position section		
	Final universe	Number responded	Response rate (%)	Final universe	Number responded	Response rate (%)
All institutions	6,970	6,964	99.9	6,970	6,964	99.9
Public	2,086	2,084	99.9	2,086	2,084	99.9
Private not-for-profit	1,868	1,868	100.0	1,868	1,868	100.0
Private for-profit	3,016	3,012	99.9	3,016	3,012	99.9
4-year	2,897	2,895	99.9	2,897	2,895	99.9
Public	730	728	99.7	730	728	99.7
Private not-for-profit	1,595	1,595	100.0	1,595	1,595	100.0
Private for-profit	572	572	100.0	572	572	100.0
2-year	2,289	2,289	100.0	2,289	2,289	100.0
Public	1,134	1,134	100.0	1,134	1,134	100.0
Private not-for-profit	182	182	100.0	182	182	100.0
Private for-profit	973	973	100.0	973	973	100.0
Less-than-2-year	1,784	1,780	99.8	1,784	1,780	99.8
Public	222	222	100.0	222	222	100.0
Private not-for-profit	91	91	100.0	91	91	100.0
Private for-profit	1,471	1,467	99.7	1,471	1,467	99.7
Degree-granting	4,656	4,654	100.0	4,656	4,654	100.0
4-year	2,881	2,879	99.9	2,881	2,879	99.9
Public	729	727	99.7	729	727	99.7
Private not-for-profit	1,581	1,581	100.0	1,581	1,581	100.0
Private for-profit	571	571	100.0	571	571	100.0
2-year	1,775	1,775	100.0	1,775	1,775	100.0
Public	1,039	1,039	100.0	1,039	1,039	100.0
Private not-for-profit	91	91	100.0	91	91	100.0
Private for-profit	645	645	100.0	645	645	100.0
Non-degree-granting	2,314	2,310	99.8	2,314	2,310	99.8
4-year <sup>1</sup>	16	16	100.0	16	16	100.0
Public	1	1	100.0	1	1	100.0
Private not-for-profit	14	14	100.0	14	14	100.0
Private for-profit	1	1	100.0	1	1	100.0
2-year	514	514	100.0	514	514	100.0
Public	95	95	100.0	95	95	100.0
Private not-for-profit	91	91	100.0	91	91	100.0
Private for-profit	328	328	100.0	328	328	100.0
Less-than-2-year	1,784	1,780	99.8	1,784	1,780	99.8
Public	222	222	100.0	222	222	100.0
Private not-for-profit	91	91	100.0	91	91	100.0
Private for-profit	1,471	1,467	99.7	1,471	1,467	99.7

See notes at end of table.

Table A-1. Response rates of Title IV institutions and administrative offices responding to the IPEDS winter 2009-10 data collection, by survey component or section, degree-granting status, and level and control of institution: United States and other jurisdictions—Continued

Degree-granting status and level and control of institution	Fall Staff section			Salaries section		
	Final universe	Number responded	Response rate (%)	Final universe	Number responded	Response rate (%)
All institutions	6,970	6,964	99.9	4,455 <sup>2,3</sup>	4,453	100.0
Public	2,086	2,084	99.9	1,690 <sup>2,3</sup>	1,688	99.9
Private not-for-profit	1,868	1,868	100.0	1,611	1,611	100.0
Private for-profit	3,016	3,012	99.9	1,154	1,154	100.0
4-year	2,897	2,895	99.9	2,738	2,736	99.9
Public	730	728	99.7	681	679	99.7
Private not-for-profit	1,595	1,595	100.0	1,527	1,527	100.0
Private for-profit	572	572	100.0	530	530	100.0
2-year	2,289	2,289	100.0	1,716 <sup>2</sup>	1,716	100.0
Public	1,134	1,134	100.0	1,008 <sup>2</sup>	1,008	100.0
Private not-for-profit	182	182	100.0	84	84	100.0
Private for-profit	973	973	100.0	624	624	100.0
Less-than-2-year	1,784	1,780	99.8	1 <sup>3</sup>	1	100.0
Public	222	222	100.0	1 <sup>3</sup>	1	100.0
Private not-for-profit	91	91	100.0	†	†	†
Private for-profit	1,471	1,467	99.7	†	†	†
Degree-granting	4,656	4,654	100.0	4,454 <sup>2</sup>	4,452	100.0
4-year	2,881	2,879	99.9	2,738	2,736	99.9
Public	729	727	99.7	681	679	99.7
Private not-for-profit	1,581	1,581	100.0	1,527	1,527	100.0
Private for-profit	571	571	100.0	530	530	100.0
2-year	1,775	1,775	100.0	1,716 <sup>2</sup>	1,716	100.0
Public	1,039	1,039	100.0	1,008 <sup>2</sup>	1,008	100.0
Private not-for-profit	91	91	100.0	84	84	100.0
Private for-profit	645	645	100.0	624	624	100.0
Non-degree-granting	2,314	2,310	99.8	1 <sup>3</sup>	1	100.0
4-year <sup>1</sup>	16	16	100.0	†	†	†
Public	1	1	100.0	†	†	†
Private not-for-profit	14	14	100.0	†	†	†
Private for-profit	1	1	100.0	†	†	†
2-year	514	514	100.0	†	†	†
Public	95	95	100.0	†	†	†
Private not-for-profit	91	91	100.0	†	†	†
Private for-profit	328	328	100.0	†	†	†
Less-than-2-year	1,784	1,780	99.8	1 <sup>3</sup>	1	100.0
Public	222	222	100.0	1 <sup>3</sup>	1	100.0
Private not-for-profit	91	91	100.0	†	†	†
Private for-profit	1,471	1,467	99.7	†	†	†

† Not applicable.

<sup>1</sup>These institutions grant certificates at the postbaccalaureate and post-master's levels; they do not award degrees.

<sup>2</sup>One administrative office is included here because one degree-granting institution could not separate its full-time instructional staff data by degree-granting status.

<sup>3</sup>One public less-than-2-year institution is included here because one degree-granting institution could not separate its full-time instructional staff data by degree-granting status.

NOTE: The Employees by Assigned Position and Fall Staff sections were applicable to all institutions and administrative offices. Although the Salaries section was applicable to degree-granting institutions except for those institutions at which all instructional staff were part time, contributed their services, were in the military, or taught preclinical or clinical medicine, two degree-granting institutions reported not only their own data, but also data for one non-degree-granting institution and one administrative office because the data from the degree-granting institutions could not be separated from the non-degree-granting institution and administrative office. The two additional entities are included in the universe and response rate numbers of the Salaries section. Data were imputed for all Human Resources nonrespondents. The other jurisdictions include American Samoa, the Federated States of Micronesia, Guam, the Marshall Islands, the Northern Marianas, Palau, Puerto Rico, and the U.S. Virgin Islands. SOURCE: U.S. Department of Education, National Center for Education Statistics, Integrated Postsecondary Education Data System (IPEDS), Winter 2009-10, Human Resources component, Employees by Assigned Position, Fall Staff, and Salaries sections.

Table A-1a. Response rates of Title IV institutions and administrative offices responding to the IPEDS winter 2009-10 data collection, by survey component or section, degree-granting status, and level and control of institution: United States

Degree-granting status and level and control of institution	Human Resources component			Employees by Assigned Position section		
	Final universe	Number responded	Response rate (%)	Final universe	Number responded	Response rate (%)
All institutions	6,813	6,807	99.9	6,813	6,807	99.9
Public	2,059	2,057	99.9	2,059	2,057	99.9
Private not-for-profit	1,810	1,810	100.0	1,810	1,810	100.0
Private for-profit	2,944	2,940	99.9	2,944	2,940	99.9
4-year	2,831	2,829	99.9	2,831	2,829	99.9
Public	712	710	99.7	712	710	99.7
Private not-for-profit	1,554	1,554	100.0	1,554	1,554	100.0
Private for-profit	565	565	100.0	565	565	100.0
2-year	2,263	2,263	100.0	2,263	2,263	100.0
Public	1,125	1,125	100.0	1,125	1,125	100.0
Private not-for-profit	176	176	100.0	176	176	100.0
Private for-profit	962	962	100.0	962	962	100.0
Less-than-2-year	1,719	1,715	99.8	1,719	1,715	99.8
Public	222	222	100.0	222	222	100.0
Private not-for-profit	80	80	100.0	80	80	100.0
Private for-profit	1,417	1,413	99.7	1,417	1,413	99.7
Degree-granting	4,567	4,565	100.0	4,567	4,565	100.0
4-year	2,815	2,813	99.9	2,815	2,813	99.9
Public	711	709	99.7	711	709	99.7
Private not-for-profit	1,540	1,540	100.0	1,540	1,540	100.0
Private for-profit	564	564	100.0	564	564	100.0
2-year	1,752	1,752	100.0	1,752	1,752	100.0
Public	1,031	1,031	100.0	1,031	1,031	100.0
Private not-for-profit	85	85	100.0	85	85	100.0
Private for-profit	636	636	100.0	636	636	100.0
Non-degree-granting	2,246	2,242	99.8	2,246	2,242	99.8
4-year <sup>1</sup>	16	16	100.0	16	16	100.0
Public	1	1	100.0	1	1	100.0
Private not-for-profit	14	14	100.0	14	14	100.0
Private for-profit	1	1	100.0	1	1	100.0
2-year	511	511	100.0	511	511	100.0
Public	94	94	100.0	94	94	100.0
Private not-for-profit	91	91	100.0	91	91	100.0
Private for-profit	326	326	100.0	326	326	100.0
Less-than-2-year	1,719	1,715	99.8	1,719	1,715	99.8
Public	222	222	100.0	222	222	100.0
Private not-for-profit	80	80	100.0	80	80	100.0
Private for-profit	1,417	1,413	99.7	1,417	1,413	99.7

See notes at end of table.

Table A-1a. Response rates of Title IV institutions and administrative offices responding to the IPEDS winter 2009-10 data collection, by survey component or section, degree-granting status, and level and control of institution: United States—Continued

Degree-granting status and level and control of institution	Fall Staff section			Salaries section		
	Final universe	Number responded	Response rate (%)	Final universe	Number responded	Response rate (%)
All institutions	6,813	6,807	99.9	4,370 <sup>2,3</sup>	4,368	100.0
Public	2,059	2,057	99.9	1,665 <sup>2,3</sup>	1,663	99.9
Private not-for-profit	1,810	1,810	100.0	1,567	1,567	100.0
Private for-profit	2,944	2,940	99.9	1,138	1,138	100.0
4-year	2,831	2,829	99.9	2,676	2,674	99.9
Public	712	710	99.7	664	662	99.7
Private not-for-profit	1,554	1,554	100.0	1,489	1,489	100.0
Private for-profit	565	565	100.0	523	523	100.0
2-year	2,263	2,263	100.0	1,693 <sup>2</sup>	1,693	100.0
Public	1,125	1,125	100.0	1,000 <sup>2</sup>	1,000	100.0
Private not-for-profit	176	176	100.0	78	78	100.0
Private for-profit	962	962	100.0	615	615	100.0
Less-than-2-year	1,719	1,715	99.8	1 <sup>3</sup>	1	100.0
Public	222	222	100.0	1 <sup>3</sup>	1	100.0
Private not-for-profit	80	80	100.0	†	†	†
Private for-profit	1,417	1,413	99.7	†	†	†
Degree-granting	4,567	4,565	100.0	4,369 <sup>2</sup>	4,367	100.0
4-year	2,815	2,813	99.9	2,676	2,674	99.9
Public	711	709	99.7	664	662	99.7
Private not-for-profit	1,540	1,540	100.0	1,489	1,489	100.0
Private for-profit	564	564	100.0	523	523	100.0
2-year	1,752	1,752	100.0	1,693 <sup>2</sup>	1,693	100.0
Public	1,031	1,031	100.0	1,000 <sup>2</sup>	1,000	100.0
Private not-for-profit	85	85	100.0	78	78	100.0
Private for-profit	636	636	100.0	615	615	100.0
Non-degree-granting	2,246	2,242	99.8	1 <sup>3</sup>	1	100.0
4-year <sup>1</sup>	16	16	100.0	†	†	†
Public	1	1	100.0	†	†	†
Private not-for-profit	14	14	100.0	†	†	†
Private for-profit	1	1	100.0	†	†	†
2-year	511	511	100.0	†	†	†
Public	94	94	100.0	†	†	†
Private not-for-profit	91	91	100.0	†	†	†
Private for-profit	326	326	100.0	†	†	†
Less-than-2-year	1,719	1,715	99.8	1 <sup>3</sup>	1	100.0
Public	222	222	100.0	1 <sup>3</sup>	1	100.0
Private not-for-profit	80	80	100.0	†	†	†
Private for-profit	1,417	1,413	99.7	†	†	†

† Not applicable.

<sup>1</sup>These institutions grant certificates at the postbaccalaureate and post-master's levels; they do not award degrees.

<sup>2</sup>One administrative office is included here because one degree-granting institution could not separate its full-time instructional staff data by degree-granting status.

<sup>3</sup>One public less-than-2-year institution is included here because one degree-granting institution could not separate its full-time instructional staff data by degree-granting status.

NOTE: The Employees by Assigned Position and Fall Staff sections were applicable to all institutions and administrative offices. Although the Salaries section was applicable to degree-granting institutions except for those institutions at which all instructional staff were part time, contributed their services, were in the military, or taught preclinical or clinical medicine, two degree-granting institutions reported not only their own data, but also data for one non-degree-granting institution and one administrative office because the data from the degree-granting institutions could not be separated from the non-degree-granting institution and administrative office. The two additional entities are included in the universe and response rate numbers of the Salaries section. Data were imputed for all Human Resources nonrespondents.

SOURCE: U.S. Department of Education, National Center for Education Statistics, Integrated Postsecondary Education Data System (IPEDS), Winter 2009-10, Human Resources component, Employees by Assigned Position, Fall Staff, and Salaries sections.

The National Center for Education Statistics (NCES) statistical standards require that the potential for nonresponse bias for all institutions (including those in the other jurisdictions) be analyzed for sectors for which the response rate was less than 90 percent. As shown in table A-1, no sectors require this analysis.

## **Survey Procedures**

The winter 2009-10 IPEDS data collection was entirely web-based. Each institution designated a keyholder, who was the person responsible for ensuring that data submitted by the institution were correct. The keyholder could generate UserIDs and passwords for up to six additional survey respondents who could also enter and review data. For most institutions, keyholders were also required to edit and “lock” the data; locking is equivalent to submitting completed data to NCES.

Additionally, many states or systems had one or more coordinators who took responsibility for a specified group of institutions to ensure that all data were entered correctly. Some coordinators may be responsible for a system of institutions (e.g., SUNY—the State University of New York); others may coordinate all or some institutions in a state. Also, coordinators may elect to provide different levels of review. For example, some may only view data provided by their institutions, while others may upload data from state databases, review, and/or lock data for their institutions.

For the 2009-10 IPEDS data collections, keyholders were asked to register prior to the fall 2009 data collection. Registration information, including UserIDs and passwords, were e-mailed to existing keyholders in early August. Also in early August, letters were sent to chief executive officers (CEOs) at institutions without preregistered keyholders requesting that they appoint a keyholder for the 2009-10 collection year. The package included a letter for the keyholder and a registration certificate with the institution’s UserID and password for the entire 2009-10 collection period. Subsequent registration mailings were sent to CEOs at institutions at which a keyholder had still not been registered in late August and late September. At the beginning of the winter and spring collections (in early December and early March, respectively), e-mail messages were sent to registered keyholders and coordinators requesting that they update or confirm their registration contact information when the collections opened. Schools were allowed to designate a new keyholder at any time during the collection year, if needed. As with previous IPEDS studies, follow-up for nonresponse was conducted with CEOs, coordinators, and keyholders via mail, e-mail, and telephone throughout all three collection periods.

The web-based survey instruments offered many features designed to improve the quality and timeliness of the data. As indicated above, survey respondents were required to register before entering 2009-10 data to ensure a point of contact between NCES/IPEDS and the institution. Online data entry forms were tailored to each institution based on characteristics such as degree-granting status and presence of a medical school.

When data from previous years were available for an institution, they were preloaded on the customized forms for easy reference and comparison purposes. Once the 2009-10 data were entered, either manually or through file upload, the keyholders were required to run edit checks (programmed into the web system based on criteria determined by NCES) and resolve all identified errors before they were able to lock (submit) their data. Once data were locked, they

were considered submitted, regardless of whether or not the coordinator had reviewed the submission.

Once the data were complete and all locks were applied, IPEDS help desk staff conducted a final review of all edit error explanations and of all caveats. Additionally, a randomly selected sample of institutions had their complete data visually reviewed. If any additional problems were detected, the help desk staff contacted the institutions to resolve any remaining questions. Once the data were reviewed and, if necessary, problems resolved, most data were migrated to the IPEDS Data Center, where they were made available to other responding institutions for comparison purposes.

## **Inflation Adjustments**

Table 10 in this report is reported in constant 2009-10 dollars. To convert the previous years' salary data to 2009-10 dollar amounts, the average Consumer Price Index (CPI) for All Urban Consumers values for the 12-month period ending in November of the academic year the data represent were used. The ratio of the average CPI for the 12-month period ending in November 2009 to the average CPI ending in November of the appropriate prior year was multiplied by the data from the prior year to calculate the constant 2009-10 dollar amounts. These amounts were then used in the calculations shown in the table. Percentage changes in these tables reflect changes over and above changes due to inflation.

## **Human Resources Component Survey Sections**

The Human Resources (HR) component comprises three sections: Employees by Assigned Position (EAP), Fall Staff, and Salaries. A description of each HR section follows.

### **Employees by Assigned Position (EAP)**

This section of the HR component was required by all Title IV institutions and administrative offices for winter 2009-10. The EAP section categorizes all staff on the institution's payroll as of November 1 of the collection year, by employment status (full or part time), faculty status, and primary function/occupational activity. The medical school pages of EAP were applicable to institutions with Doctor of Medicine (M.D.) and/or Doctor of Osteopathic Medicine (D.O.) programs only. Employees affiliated with (housed in or under the authority of) the medical school were reported with the medical school. For example, if an institution's medical school employees were housed with the institution's employees in other health-related disciplines (e.g., dentistry, veterinary medicine, nursing), the institution was instructed to report both sets of employees in the medical school part of the EAP section and list the other health-related disciplines in the designated comment box in the EAP section. Employees who were in health disciplines that were not housed in the medical school were reported in the non-medical school part of EAP.

The main functions/occupational activities of the EAP section are primarily instruction, instruction combined with research and/or public service, primarily research, primarily public service, executive/administrative/managerial, other professional (support/service), graduate assistants, technical and paraprofessionals, clerical and secretarial, skilled crafts, and service/maintenance. If, by institutional definition, a staff member has faculty status, the staff member is categorized according to tenure status: with tenure, on tenure track, not on tenure

track, or no tenure system. If a staff member does not have faculty status, he or she is counted in the “without faculty status” category.

All full-time instructional staff classified in the EAP full-time non-medical school part as either (1) primarily instruction or (2) instruction combined with research and/or public service are included in the Salaries section, unless they are exempted because of one of the exclusions noted in the description of the Salaries section.

### **Fall Staff**

This section of the HR component is required in odd-numbered years (e.g., staff in fall 2009) and optional in even-numbered years (e.g., 2008). There are two versions of the Fall Staff section for degree-granting institutions; applicability of each version is determined by the number of full-time staff at the institution. Beginning with the 2009-10 HR component, non-degree-granting institutions no longer receive a separate Fall Staff section. Instead, these data are collected via a combined EAP/Fall Staff instrument. The two versions of Fall Staff are described below.

1. Degree-granting institutions and related administrative offices with *15 or more full-time staff* complete the long version of Fall Staff. This version collects the number of staff by employment status (full time and part time), gender, race/ethnicity, faculty status, contract length, academic rank, salary class intervals, and primary function/occupational activity. This version also collects data on newly hired full-time permanent staff. The long version includes the following six parts:

Part G: Faculty and tenure status of full-time staff whose primary responsibility is instruction, research, and/or public service, by racial/ethnic category, gender, and academic rank;

Part H: Full-time staff whose primary responsibility is instruction, research, and/or public service, by racial/ethnic category, gender, contract length, and salary class intervals;

Part I: All other full-time staff by racial/ethnic category, gender, primary function/occupational activity, and salary class intervals;

Part J: Part-time staff by racial/ethnic category, gender, and primary function/occupational activity<sup>1</sup>;

Part K: Summary of full-time and part-time staff by racial/ethnic category and gender; and

Part L: New hires by racial/ethnic category, gender, and primary function/occupational activity.

2. Degree-granting institutions and related administrative offices with *fewer than 15 full-time staff* complete the short version of Fall Staff, which collects the number of staff by employment status (full time and part time), gender, race/ethnicity, and primary function/occupational activity. (Data entry screens to report graduate assistants are included in this version.) This version includes the following three parts:

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<sup>1</sup> Includes data entry screens to report graduate assistants.

- Part G: Full-time staff by racial/ethnic category, gender, and primary function/occupational activity;
- Part H: Part-time staff by racial/ethnic category, gender, and primary function/occupational activity<sup>1</sup>; and
- Part I: Summary of full-time and part-time staff by racial/ethnic category and gender.

In both versions of the Fall Staff section, data are collected for staff on the payroll of the institution as of November 1 of the collection year.<sup>2</sup> While most of the primary functions/occupational activities in the Fall Staff section are the same as the primary functions/occupational activities in the EAP section, the aggregate category of “instruction/research/public service” staff from the Fall Staff section does not have a single, direct counterpart in the EAP section. The set of individuals reported in this portion of the Fall Staff section is equivalent to the group of people reported in the EAP section as primarily instruction, instruction combined with research and/or public service, primarily research, and primarily public service.

### **Salaries**

This section of the HR component collects data on full-time instructional staff—that is, those persons classified as either primarily instruction or instruction combined with research and/or public service (except those reported in the medical schools part of the EAP section, as described above). Although the Salaries section is required for Title IV degree-granting institutions except for those institutions at which all instructional staff are part time, contribute their services, are in the military, or teach preclinical or clinical medicine, two degree-granting institutions reported not only their own data, but also data for one non-degree-granting institution and one administrative office because the data could not be separated by degree-granting status. The two additional entities are included in the universe and response rate numbers of the Salaries section. Data are collected for full-time instructional staff on the institution’s payroll as of November 1 of the collection year.

Part D of the Salaries section collects the number of full-time instructional staff on less-than-9-month, 9/10-month, and 11/12-month contracts by gender and academic rank (professor, associate professor, assistant professor, instructor, lecturer, and no academic rank). In addition, 4-year degree-granting institutions report the number of full-time instructional staff on 9/10-month and 11/12-month contracts by faculty status, gender, and academic rank in Part D. Part E collects the salary outlays associated with the full-time instructional staff on 9/10-month and 11/12-month contracts reported in part D, by gender and academic rank (professor, associate professor, assistant professor, instructor, lecturer, and no academic rank). For full-time instructional staff on 9/10-month and 11/12-month contracts, part F collects data on the fringe benefit expenditures and the number covered by these benefits. Types of fringe benefits included are retirement plans, medical/dental plans, group life insurance, other insurance benefits, guaranteed disability income protection, tuition plan (dependents only), housing plan, employer portion of Social Security taxes, unemployment compensation taxes, worker’s compensation taxes, and other benefits in kind with cash options.

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<sup>2</sup> There are slightly different reporting requirements for the new hires part of the long version of Fall Staff. For more information on new hires, refer to the glossary (appendix B).

## Changes in Reporting Categories

Beginning in fall 2008, several changes began to take effect regarding reporting of data by race/ethnicity.<sup>3</sup> These changes are being phased in over several IPEDS collections.

Institutions can report via the historical categories, with seven race/ethnicity categories; the new categories, with nine race/ethnicity categories; or a combination of the old and new categories. The seven historic categories are American Indian or Alaska Native; Asian, Native Hawaiian, or Pacific Islander; Black or African American; Hispanic or Latino; White; race/ethnicity unknown; and nonresident alien. The nine new categories are American Indian or Alaska Native; Asian; Black or African American; Hispanic or Latino; Native Hawaiian or Other Pacific Islander; White; Two or More Races; race/ethnicity unknown; and nonresident alien. During the phase-in period, data reported separately in the new Asian and new Native Hawaiian or Other Pacific Islander categories will be combined to correspond to the historic category of Asian, Native Hawaiian, or Pacific Islander when analyzed, discussed in findings, and displayed in tables. The Fall Staff section of the HR component is affected by these race/ethnicity reporting options.

The use of the Two or More Races category may decrease aggregate counts in the other race/ethnicity categories because staff classified into the Two or More Races category may have previously been classified into one of the other categories. For fall 2009, 1,028 institutions utilized the Two or More Races category, reporting approximately 868,000 staff. Of these, about 8,600 (1 percent) were classified into the Two or More Races category. In total, the 868,000 staff reported at these institutions represent 23 percent of the approximately 3.8 million staff reported at all Title IV institutions. During the 2010-11 IPEDS collection, the use of the new race/ethnicity categories will become mandatory for the Fall Staff section.

## Edit Procedures

Edit checks are built into the web-based data collection instrument to detect major reporting errors. The system automatically generates percentages for many data elements, and totals for each survey page. Based on these calculations, edit checks compared current responses to previously reported data. The percentage variance necessary to trigger an edit check varied depending on the data element being compared, but typically was considered out of the expected range if the variance was greater than 25 percent. Edit checks can be run by the keyholder at any time during the collection, and all edit failures were required to be resolved before the keyholder could lock the data. As edit checks are executed, survey respondents are allowed to correct any errors detected by the system. If data were entered correctly but failed the edit checks, the survey respondents were asked either to confirm that the data were correct as entered or to key in a text message explaining why the data appeared to be out of the expected data range. Additionally, some edit failures were “fatal”; in these cases, the data had to be corrected by the keyholder rather than confirmed or explained. Survey respondents are also provided with a context box for each survey component and are encouraged to use this area to explain any special circumstances that might not be evident in their reported data.

For the EAP and Salaries sections, current year data (winter 2009-10) were compared to the previous year’s data (winter 2008-09) and large discrepancies had to be explained.

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<sup>3</sup> For more information, see [http://nces.ed.gov/ipeds/submit\\_data/changes0809.asp](http://nces.ed.gov/ipeds/submit_data/changes0809.asp).

Within the Fall Staff section, the total number of full-time staff whose primary function was instruction, research, and/or public service by gender and race/ethnicity reported in Part G had to match the total number of full-time staff whose primary function was instruction, research, and/or public service by gender and race/ethnicity reported in Part H (headcount). Likewise, the total number of full-time staff whose primary responsibility was instruction, research, and/or public service by gender and race/ethnicity in Part H had to be greater than or equal to the number of newly hired full-time permanent staff whose primary responsibility was instruction, research, and/or public service by gender and race/ethnicity in Part L (new hires), and the total number of all other full-time staff by primary function/occupational activity, gender, and race/ethnicity in Part I had to be greater than or equal to the number of newly hired full-time staff in the corresponding primary function/occupational activity by gender and race/ethnicity in Part L (new hires).

Within the Salaries section, average salaries were calculated, and checks were in place to detect unusually high or unusually low averages. The number of full-time instructional staff receiving fringe benefits could not exceed the total number of full-time instructional staff by contract length, except for the tuition plan (dependents only) benefit.<sup>4</sup> The number of full-time instructional staff in the Salaries section had to be equal to the number of full-time non-medical school staff reported as either primarily instruction or instruction combined with research and/or public service in the EAP section and less than or equal to the number of full-time instruction/research/public service staff in the Fall Staff section.

When comparing across sections, the total number of staff reported in the Fall Staff section was required to match the total number of staff reported in the EAP section. More specifically, the total number of staff by employment status (full time plus part time) and primary function/occupational activity for the EAP and Fall Staff sections were required to match. Totals from the EAP section were carried forward to the Fall Staff section for comparison and to ensure the consistency of data being reported. Staff classified as primarily instruction, primarily research, primarily public service, and/or instruction combined with research and/or public service in the EAP section had to be reported in the Fall Staff section by race/ethnicity and gender in the single category “staff whose primary responsibility is instruction, research, and/or public service”; otherwise, a fatal error occurred. The number of full-time instructional staff in the Salaries section had to be equal to the number of full-time non-medical school staff reported as either primarily instruction or instruction combined with research and/or public service in the EAP section and had to be less than or equal to the number of full-time instruction/research/public service staff in the Fall Staff section.

## **Imputation Procedures**

All required sections of the HR component were subject to imputation for nonresponse; imputations were performed for both total (institutional) nonresponse and partial (item)

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<sup>4</sup> The number of persons reported for the tuition plan (dependents only) benefit represents the number of dependents (e.g., children, spouse) of full-time instructional staff receiving tuition benefits, rather than the number of full-time instructional staff receiving this benefit. For example, if a full-time instructional staff member is receiving tuition benefits and two children of the same staff member are also receiving tuition benefits, the two children should be reported in the “tuition plan (dependents only)” benefit category; however, the staff member should not be reported in this case.

nonresponse. The imputation base was restricted to institutions satisfying the following conditions:

- The institution must participate in Title IV student financial aid programs.
- The institution must be currently active<sup>5</sup> in IPEDS.
- The institution must not be a child institution (a child institution’s data are reported by another institution, referred to as the “parent”).
- For the Salaries section, the institution must be a degree-granting institution.
- For the Salaries section, the institution’s instructional staff must not all fall into one of the following categories:
  - instructional staff who are employed on a part-time basis,
  - instructional staff who contribute their services,
  - instructional staff who are military personnel, or
  - instructional staff who teach preclinical or clinical medicine.

The HR component was imputed using 78 imputation groups as necessary to ensure imputed data were donated from institutions with characteristics similar to those of the nonresponding institution. The imputation groups were formed based primarily on institutional sector and undergraduate, graduate, and first-professional offerings.

The following imputation methods<sup>6</sup> were used to impute missing data in the HR component: Carry Forward, Nearest Neighbor, or Group Median.

#### **Carry Forward**

Reported prior year data were carried forward to the current year. The prior year data were used as the base value for the imputation. To adjust for year-to-year change, the base value was then multiplied by an adjustment ratio for each section of the HR component. The adjustment ratio varied depending on the data being imputed. For employee counts, the adjustment factor used was the ratio of total staff reported in the current year to those reported in the prior year in EAP, within the imputation group. For salary outlays and benefit expenditures, an inflation adjustment was used. This ratio is total salary outlays (or benefit expenditures) in the current year to total salary outlays (or benefit expenditures) in the prior year, within the imputation group.

#### **Nearest Neighbor**

Previous year Fall Enrollment data were used to determine the distance between an imputee and a potential donor. The distance measure was full-time equivalent enrollment, defined as the sum of all full-time students and one-third of the part-time students. Each nearest neighbor imputee was imputed with the current year HR data from the donor in the same imputation group whose distance measure was closest to that of the imputee. The donor’s data values were adjusted by multiplying by the ratio of the imputee’s distance measure to the donor’s distance measure.

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<sup>5</sup> Prior to imputation, institutions that did not respond were verified as currently active (open for business) through telephone calls or e-mail.

<sup>6</sup> Imputation methods are listed in order of preferred usage. If data are not available for application of one method, the next method is used.

## **Group Median**

If insufficient prior year data were available to perform any of the previously described methods, the group median method was used. For each imputation group, the sum of all full-time staff and one-third of the part-time staff was calculated for each institution. The institution with the median value of this measure within each imputation group was the donor institution.

For the EAP section, table A-2 depicts information on the total number of staff along with the number and percentages of staff that were imputed for all Title IV institutions and administrative offices in the United States, by control of institution, staff employment status, primary function/occupational activity, degree-granting status, and medical school staff status.

For the Fall Staff section, table A-3 depicts information on the total number of staff and new hires, along with the number and percentages of staff and new hires that were imputed for all Title IV institutions and administrative offices in the United States, by control of institution, staff employment status, primary function/occupational activity, gender, and degree-granting status.

For the Salaries section, table A-4 depicts the total salary outlays along with the amounts and percentages that were imputed for Title IV degree-granting institutions in the United States, by control of institution, staff contract length, gender, and academic rank. Table A-5 provides the total fringe benefit expenditures along with the amounts and percentages that were imputed for Title IV degree-granting institutions in the United States, by control of institution, staff contract length, and fringe benefit type.

Table A-2. Number of staff, number of staff imputed, and percentages imputed for all Title IV institutions and administrative offices, by control of institution, employment status, primary function/occupational activity, degree-granting status, and medical school staff status: United States, fall 2009

Employment status, primary function/occupational activity, degree-granting status, and medical school staff status	Total			Public			Private not-for-profit			Private for-profit		
	Imputed			Imputed			Imputed			Imputed		
	Staff	Number	Percent	Staff	Number	Percent	Staff	Number	Percent	Staff	Number	Percent
Total	3,794,500	524	#	2,463,675	465	#	1,078,504	0	0.0	252,321	59	#
Full-time staff	2,430,250	503	#	1,539,309	449	#	750,749	0	0.0	140,192	54	#
Primarily instruction	492,839	263	0.1	315,121	240	0.1	142,612	0	0.0	35,106	23	0.1
Instruction/research/ public service	191,671	0	0.0	129,319	0	0.0	60,401	0	0.0	1,951	0	0.0
Primarily research	48,877	8	#	29,457	8	#	19,412	0	0.0	8	0	0.0
Primarily public service	16,290	0	0.0	10,678	0	0.0	5,588	0	0.0	24	0	0.0
Executive/administrative/ managerial	231,025	41	#	108,586	32	#	96,339	0	0.0	26,100	9	#
Other professional (support/service)	675,966	66	#	435,369	52	#	193,066	0	0.0	47,531	14	#
Technical and paraprofessionals	160,999	30	#	115,862	28	#	40,472	0	0.0	4,665	2	#
Clerical and secretarial	354,825	37	#	216,981	31	#	115,770	0	0.0	22,074	6	#
Skilled crafts	60,268	15	#	45,776	15	#	14,222	0	0.0	270	0	0.0
Service/maintenance	197,490	43	#	132,160	43	#	62,867	0	0.0	2,463	0	0.0
Part-time staff	1,364,250	21	#	924,366	16	#	327,755	0	0.0	112,129	5	#
Primarily instruction	647,706	19	#	386,806	16	#	159,796	0	0.0	101,104	3	#
Instruction/research/ public service	61,148	0	0.0	42,439	0	0.0	18,101	0	0.0	608	0	0.0
Primarily research	10,394	0	0.0	6,860	0	0.0	3,530	0	0.0	4	0	0.0
Primarily public service	7,850	0	0.0	6,265	0	0.0	1,563	0	0.0	22	0	0.0
Executive/administrative/ managerial	8,932	0	0.0	4,853	0	0.0	3,338	0	0.0	741	0	0.0
Other professional (support/service)	102,926	1	#	69,296	0	0.0	31,065	0	0.0	2,565	1	#
Graduate assistants <sup>1</sup>	342,393	0	0.0	275,872	0	0.0	66,252	0	0.0	269	0	0.0
Technical and paraprofessionals	43,441	1	#	33,948	0	0.0	7,671	0	0.0	1,822	1	0.1
Clerical and secretarial	96,322	0	0.0	69,953	0	0.0	22,758	0	0.0	3,611	0	0.0
Skilled crafts	2,739	0	0.0	1,957	0	0.0	653	0	0.0	129	0	0.0
Service/maintenance	40,399	0	0.0	26,117	0	0.0	13,028	0	0.0	1,254	0	0.0
Degree-granting	3,723,419	465	#	2,442,076	465	#	1,073,417	0	0.0	207,926	0	0.0
Non-degree-granting	71,081	59	0.1	21,599	0	0.0	5,087	0	0.0	44,395	59	0.1
Staff (except those in medical schools)	3,422,200	524	#	2,250,282	465	#	919,597	0	0.0	252,321	59	#
Medical school staff	372,300	0	0.0	213,393	0	0.0	158,907	0	0.0	†	†	†

† Not applicable.

# Rounds to zero.

<sup>1</sup>By definition, graduate assistants are part-time.

NOTE: Table is restricted to U.S. institutions only. No staff were imputed for institutions in other jurisdictions.

SOURCE: U.S. Department of Education, National Center for Education Statistics, Integrated Postsecondary Education Data System (IPEDS), Winter 2009-10, Human Resources component, Employees by Assigned Position section.

Table A-3. Number of staff and new hires, number of staff and new hires imputed, and percentages imputed for Title IV institutions and administrative offices, by control of institution, employment status, primary function/occupational activity, gender, and degree-granting status: United States, fall 2009

Employment status, primary function/ occupational activity, gender, and degree- granting status	Total			Public			Private not-for-profit			Private for-profit		
	Imputed			Imputed			Imputed			Imputed		
	Staff	Number	Percent	Staff	Number	Percent	Staff	Number	Percent	Staff	Number	Percent
Total (degree-granting and non-degree-granting institutions and administrative offices) <sup>1</sup>												
Total	3,794,500	524	#	2,463,675	465	#	1,078,504	0	0.0	252,321	59	#
Full-time staff	2,430,250	503	#	1,539,309	449	#	750,749	0	0.0	140,192	54	#
Staff whose primary responsibility is instruction, research, and/or public service	749,677	271	#	484,575	248	0.1	228,013	0	0.0	37,089	23	0.1
Executive/administrative/managerial	231,025	41	#	108,586	32	#	96,339	0	0.0	26,100	9	#
Other professional (support/ service)	675,966	66	#	435,369	52	#	193,066	0	0.0	47,531	14	#
Technical and paraprofessionals	160,999	30	#	115,862	28	#	40,472	0	0.0	4,665	2	#
Clerical and secretarial	354,825	37	#	216,981	31	#	115,770	0	0.0	22,074	6	#
Skilled crafts	60,268	15	#	45,776	15	#	14,222	0	0.0	270	0	0.0
Service/maintenance	197,490	43	#	132,160	43	#	62,867	0	0.0	2,463	0	0.0
Part-time staff	1,364,250	21	#	924,366	16	#	327,755	0	0.0	112,129	5	#
Staff whose primary responsibility is instruction, research, and/or public service	727,098	19	#	442,370	16	#	182,990	0	0.0	101,738	3	#
Executive/administrative/managerial	8,932	0	0.0	4,853	0	0.0	3,338	0	0.0	741	0	0.0
Other professional (support/ service)	102,926	1	#	69,296	0	0.0	31,065	0	0.0	2,565	1	#
Graduate assistants <sup>2</sup>	342,393	0	0.0	275,872	0	0.0	66,252	0	0.0	269	0	0.0
Technical and paraprofessionals	43,441	1	#	33,948	0	0.0	7,671	0	0.0	1,822	1	0.1
Clerical and secretarial	96,322	0	0.0	69,953	0	0.0	22,758	0	0.0	3,611	0	0.0
Skilled crafts	2,739	0	0.0	1,957	0	0.0	653	0	0.0	129	0	0.0
Service/maintenance	40,399	0	0.0	26,117	0	0.0	13,028	0	0.0	1,254	0	0.0
Men	1,733,906	351	#	1,129,339	323	#	499,245	0	0.0	105,322	28	#
Women	2,060,594	173	#	1,334,336	142	#	579,259	0	0.0	146,999	31	#
Degree-granting	3,723,419	465	#	2,442,076	465	#	1,073,417	0	0.0	207,926	0	0.0
Non-degree-granting	71,081	59	0.1	21,599	0	0.0	5,087	0	0.0	44,395	59	0.1
Degree-granting institutions and related administrative offices with 15 or more full-time staff only												
New hires (full-time only) <sup>3</sup>	112,844	0	0.0	61,160	0	0.0	40,102	0	0.0	11,582	0	0.0
Professional staff	83,131	0	0.0	45,292	0	0.0	29,507	0	0.0	8,332	0	0.0
Staff whose primary responsibility is instruction, research, and/or public service	39,560	0	0.0	23,219	0	0.0	14,687	0	0.0	1,654	0	0.0
Executive/administrative/managerial	6,960	0	0.0	2,775	0	0.0	3,108	0	0.0	1,077	0	0.0
Other professional (support/ service)	36,611	0	0.0	19,298	0	0.0	11,712	0	0.0	5,601	0	0.0

See notes at end of table.

Table A-3. Number of staff and new hires, number of staff and new hires imputed, and percentages imputed for Title IV institutions and administrative offices, by control of institution, employment status, primary function/occupational activity, gender, and degree-granting status: United States, fall 2009—Continued

Employment status, primary function/ occupational activity, gender, and degree- granting status	Total			Public			Private not-for-profit			Private for-profit		
	Imputed			Imputed			Imputed			Imputed		
	Staff	Number	Percent	Staff	Number	Percent	Staff	Number	Percent	Staff	Number	Percent
Degree-granting institutions and related administrative offices with 15 or more full-time staff only—Continued												
New hires (full-time only) <sup>3</sup> —Continued												
Nonprofessional staff	29,713	0	0.0	15,868	0	0.0	10,595	0	0.0	3,250	0	0.0
Technical and paraprofessionals	8,424	0	0.0	4,688	0	0.0	2,922	0	0.0	814	0	0.0
Clerical and secretarial	13,471	0	0.0	6,204	0	0.0	4,926	0	0.0	2,341	0	0.0
Skilled crafts	1,062	0	0.0	803	0	0.0	250	0	0.0	9	0	0.0
Service/maintenance	6,756	0	0.0	4,173	0	0.0	2,497	0	0.0	86	0	0.0

# Rounds to zero.

<sup>1</sup>Beginning with the 2007-08 data collection, institutions with fewer than 15 full-time staff were required to complete the Fall Staff section of the Human Resources component. Therefore, data represent degree-granting institutions (regardless of number of staff), non-degree-granting institutions, and administrative offices.

<sup>2</sup>By definition, all graduate assistants are part time.

<sup>3</sup>New hires are full-time permanent staff who were included on the payroll of the institution between July 1 and October 31, 2009, either for the first time (new to the institution) or after a break in service and who were still on the payroll of the institution as of November 1, 2009. New hires do not include persons who have returned from sabbatical leave or full-time staff whose primary responsibility is instruction, research, and/or public service working less-than-9-month contracts/teaching periods. New hires are included in the counts of all staff.

NOTE: Table is restricted to U.S. institutions only. No staff were imputed for institutions in other jurisdictions.

SOURCE: U.S. Department of Education, National Center for Education Statistics, Integrated Postsecondary Education Data System (IPEDS), Winter 2009-10, Human Resources component, Fall Staff section.

Table A-4. Salary outlays, amounts imputed, and percentages of outlays imputed for Title IV degree-granting institutions, by control of institution, contract length, gender, and academic rank: United States, academic year 2009-10

Gender and academic rank	Total <sup>1</sup>			Public			Private not-for-profit			Private for-profit		
	Salary outlays	Imputed Amount	Percent	Salary outlays	Imputed Amount	Percent	Salary outlays	Imputed Amount	Percent	Salary outlays	Imputed Amount	Percent
9/10-month contract												
Total	\$36,155,010	\$5,676	#	\$24,558,178	\$5,676	#	\$11,532,885	\$0	0.0	\$63,946	\$0	0.0
Men	21,951,193	3,454	#	14,576,028	3,454	#	7,341,492	0	0.0	33,673	0	0.0
Professor	9,942,200	1,621	#	6,140,134	1,621	#	3,797,160	0	0.0	4,906	0	0.0
Associate professor	4,929,090	804	#	3,191,463	804	#	1,732,122	0	0.0	5,505	0	0.0
Assistant professor	3,801,402	349	#	2,519,888	349	#	1,277,428	0	0.0	4,085	0	0.0
Instructor	1,719,332	68	#	1,546,929	68	#	163,235	0	0.0	9,168	0	0.0
Lecturer	598,911	612	0.1	413,688	612	0.1	185,223	0	0.0	0	0	0.0
No academic rank	960,258	0	0.0	763,925	0	0.0	186,323	0	0.0	10,010	0	0.0
Women	14,203,817	2,222	#	9,982,150	2,222	#	4,191,394	0	0.0	30,273	0	0.0
Professor	3,570,980	1,195	#	2,295,205	1,195	0.1	1,273,121	0	0.0	2,654	0	0.0
Associate professor	3,354,213	363	#	2,190,163	363	#	1,159,277	0	0.0	4,774	0	0.0
Assistant professor	3,473,316	260	#	2,265,781	260	#	1,201,716	0	0.0	5,819	0	0.0
Instructor	2,086,677	0	0.0	1,855,939	0	0.0	220,704	0	0.0	10,034	0	0.0
Lecturer	675,357	404	0.1	482,430	404	0.1	192,894	0	0.0	33	0	0.0
No academic rank	1,043,275	0	0.0	892,631	0	0.0	143,683	0	0.0	6,961	0	0.0
11/12-month contract												
Total	7,836,720	17,483	0.2	4,663,565	17,382	0.4	2,060,443	0	0.0	1,112,712	101	#
Men	4,596,565	13,247	0.3	2,805,385	13,214	0.5	1,215,806	0	0.0	575,374	33	#
Professor	1,910,220	6,018	0.3	1,385,856	6,018	0.4	473,019	0	0.0	51,346	0	0.0
Associate professor	781,117	3,301	0.4	492,861	3,301	0.7	264,173	0	0.0	24,083	0	0.0
Assistant professor	566,958	2,645	0.5	332,472	2,645	0.8	216,945	0	0.0	17,541	0	0.0
Instructor	735,715	1,163	0.2	254,741	1,130	0.4	91,549	0	0.0	389,425	33	#
Lecturer	161,174	119	0.1	130,384	119	0.1	30,704	0	0.0	86	0	0.0
No academic rank	441,381	0	0.0	209,071	0	0.0	139,416	0	0.0	92,893	0	0.0
Women	3,240,155	4,236	0.1	1,858,180	4,168	0.2	844,637	0	0.0	537,338	68	#
Professor	638,129	647	0.1	439,897	647	0.1	170,403	0	0.0	27,828	0	0.0
Associate professor	572,251	957	0.2	352,288	957	0.3	200,098	0	0.0	19,865	0	0.0
Assistant professor	657,001	1,480	0.2	380,939	1,480	0.4	257,799	0	0.0	18,263	0	0.0
Instructor	831,564	961	0.1	346,425	893	0.3	98,816	0	0.0	386,322	68	#
Lecturer	144,752	191	0.1	117,107	191	0.2	27,635	0	0.0	9	0	0.0
No academic rank	396,458	0	0.0	221,522	0	0.0	89,886	0	0.0	85,050	0	0.0

# Rounds to zero.

<sup>1</sup>Although the Salaries section was applicable to degree-granting institutions except for those institutions at which all instructional staff were part time, contributed their services, were in the military, or taught preclinical or clinical medicine, two degree-granting institutions reported not only their own data, but also data for one non-degree-granting institution and one administrative office because the data could not be separated by degree-granting status. The two additional entities are included in the universe and response rate numbers of the Salaries section.

NOTE: Table is restricted to U.S. institutions only. No salary outlays were imputed for institutions in other jurisdictions. Salary amounts are in thousands of dollars.

SOURCE: U.S. Department of Education, National Center for Education Statistics, Integrated Postsecondary Education Data System (IPEDS), Winter 2009-10, Human Resources component, Salaries section.

Table A-5. Fringe benefit expenditures, amounts imputed, and percentages of outlays imputed for Title IV degree-granting institutions, by control of institution, contract length, and benefit type: United States, academic year 2009-10

Fringe benefit type	Total <sup>1</sup>			Public			Private not-for-profit			Private for-profit		
	Expend- itures	Imputed Amount	Percent	Expend- itures	Imputed Amount	Percent	Expend- itures	Imputed Amount	Percent	Expend- itures	Imputed Amount	Percent
9/10-month contract												
Retirement plans—vested within 5 years	\$2,439,487	\$0	0.0	\$1,484,506	\$0	0.0	\$953,413	\$0	0.0	\$1,568	\$0	0.0
Retirement plans—vested after 5 years	904,564	0	0.0	878,625	0	0.0	25,695	0	0.0	245	0	0.0
Medical/dental plans	3,754,544	0	0.0	2,759,885	0	0.0	989,916	0	0.0	4,744	0	0.0
Group life insurance	80,620	0	0.0	47,312	0	0.0	32,456	0	0.0	851	0	0.0
Other insurance benefits	46,985	0	0.0	34,776	0	0.0	12,064	0	0.0	145	0	0.0
Guaranteed disability income protection	81,283	0	0.0	47,972	0	0.0	33,221	0	0.0	90	0	0.0
Tuition plan	282,790	0	0.0	50,239	0	0.0	232,510	0	0.0	41	0	0.0
Housing plan	16,411	0	0.0	38	0	0.0	16,372	0	0.0	0	0	0.0
Social Security taxes	2,230,158	0	0.0	1,440,820	0	0.0	786,107	0	0.0	3,230	0	0.0
Unemployment compensation taxes	62,258	0	0.0	37,292	0	0.0	24,705	0	0.0	262	0	0.0
Worker's compensation taxes	198,110	0	0.0	136,321	0	0.0	61,475	0	0.0	313	0	0.0
Other benefits in kind with cash options	66,387	0	0.0	34,779	0	0.0	31,587	0	0.0	21	0	0.0
11/12-month contract												
Retirement plans—vested within 5 years	431,569	0	0.0	270,607	0	0.0	148,670	0	0.0	12,292	0	0.0
Retirement plans—vested after 5 years	193,960	1	#	178,714	0	0.0	9,433	0	0.0	5,813	1	#
Medical/dental plans	630,974	0	0.0	382,799	0	0.0	173,611	0	0.0	74,564	0	0.0
Group life insurance	19,236	#	#	10,800	0	0.0	6,205	0	0.0	2,231	#	#
Other insurance benefits	32,389	4,466	13.8	19,399	4,466	23.0	5,637	0	0.0	7,353	0	0.0
Guaranteed disability income protection	21,158	0	0.0	11,755	0	0.0	7,079	0	0.0	2,324	0	0.0
Tuition plan	45,388	0	0.0	7,613	0	0.0	27,594	0	0.0	10,181	0	0.0
Housing plan	7,754	0	0.0	22	0	0.0	7,732	0	0.0	0	0	0.0
Social Security taxes	455,434	6	#	255,460	0	0.0	132,098	0	0.0	67,876	6	#
Unemployment compensation taxes	19,928	2	#	6,015	0	0.0	5,068	0	0.0	8,844	2	#
Worker's compensation taxes	39,946	1	#	21,545	0	0.0	12,082	0	0.0	6,319	1	#
Other benefits in kind with cash options	16,117	0	0.0	10,647	0	0.0	5,456	0	0.0	13	0	0.0

# Rounds to zero.

<sup>1</sup>Although the Salaries section was applicable to degree-granting institutions except for those institutions at which all instructional staff were part time, contributed their services, were in the military, or taught preclinical or clinical medicine, two degree-granting institutions reported not only their own data, but also data for one non-degree-granting institution and one administrative office because the data could not be separated by degree-granting status. The two additional entities are included in the universe and response rate numbers of the Salaries section.

NOTE: Table is restricted to U.S. institutions only. Fringe benefits are defined as cash contributions, in the form of supplementary or deferred compensation, other than salary. No expenditures were imputed for institutions in other jurisdictions. Fringe benefit expenditures are in thousands of dollars. SOURCE: U.S. Department of Education, National Center for Education Statistics, Integrated Postsecondary Education Data System (IPEDS), Winter 2009-10, Human Resources component, Salaries section.

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## Appendix B: Glossary of IPEDS Terms

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**child institution:** An institution that has its data reported by another institution, known as the parent institution.

**clerical and secretarial:** A primary function or occupational activity category used to classify persons whose assignments typically are associated with clerical activities or are specifically of a secretarial nature. Includes personnel who are responsible for internal and external communications, recording and retrieval of data (other than computer programmer) and/or information and other paperwork required in an office.

**control (of institution):** A classification of whether an institution is operated by publicly elected or appointed officials (public control) or by privately elected or appointed officials and derives its major source of funds from private sources (private not-for-profit or private for-profit control).

**coordinator:** The person responsible for Integrated Postsecondary Education Data System (IPEDS) survey-related coordination activities for a specified group of schools within a state. This person may have certain viewing, verifying, and locking privileges on the data collection system.

**degree-granting institution:** An institution offering an associate's, bachelor's, master's, doctor's, or first-professional degree.

**donor institution:** A responding institution whose values are assigned to the imputee.

**executive, administrative, and managerial:** A primary function or occupational activity category used to classify persons whose assignments require management of the institution, or a customarily recognized department or subdivision thereof. Assignments require the performance of work directly related to management policies or general business operations of the institution, department, or subdivision. Assignments in this category customarily and regularly require the incumbent to exercise discretion and independent judgment.

**faculty:** Persons whose specific assignments customarily are made for the purpose of providing instruction or teaching, research, or public service as a principal activity (or activities). They may hold academic rank titles of professor, associate professor, assistant professor, instructor, lecturer, or the equivalent of any of those academic ranks. Faculty may also include the chancellor/president, provost, vice provosts, deans, directors, or the equivalent, as well as associate deans, assistant deans, and executive officers of academic departments (chairpersons, heads, or the equivalent) if their principal activity is instruction combined with research and/or public service. Graduate, teaching, and research assistants are not included in this category.

**fringe benefits:** Cash contributions in the form of supplementary or deferred compensation other than salary. Excludes the employee's contribution. Employee fringe benefits include retirement plans, employer portion of Social Security taxes, medical/dental plans, guaranteed disability income protection plans, tuition plans, housing plans, unemployment compensation plans, group life insurance plans, worker's compensation plans, and other benefits in-kind with cash options.

**full-time instructional staff:** Those members of the instruction/research staff who are employed full time and whose specific assignments customarily are made for the purpose of providing instruction or teaching, including those with released time for research. Also includes full-time staff for whom it

is not possible to differentiate between instruction or teaching, research, and public service because each of these functions is an integral component of their regular assignment.

**graduate assistants:** Graduate-level students who are employed on a part-time basis for the primary purpose of assisting in classroom or laboratory instruction or in the conduct of research. Graduate students having titles such as graduate assistant, teaching assistant, teaching associate, teaching fellow, or research assistant typically hold these positions.

**imputee:** A nonresponding institution that has its values imputed.

**instruction combined with research and/or public service:** A primary function or occupational activity category used to classify persons for whom it is not possible to differentiate between instruction or teaching, research, and public service because each of these functions is an integral component of their regular assignment. These employees may hold academic rank titles of professor, associate professor, assistant professor, instructor, lecturer, or the equivalent. These employees may also hold titles such as deans, directors, or the equivalent, as well as associate deans, assistant deans, and executive officers of academic departments (chairpersons, heads, or equivalent) if their principal activity is instruction combined with research and/or public service.

**keyholder:** The person designated by an official institutional representative to have in his or her possession the necessary UserID and password to gain access to the IPEDS data collection system to complete the survey. The keyholder is responsible for entering data and locking the data by each survey completion date.

**less-than-2-year institution:** A postsecondary institution that offers programs of less than 2 years' duration below the baccalaureate level. Includes occupational and vocational schools with programs that do not exceed 1,800 contact hours.

**less-than-9-month salary contract/teaching period:** The contracted teaching period of instructional staff employed for less than two semesters, three quarters, two trimesters, or two 4-month sessions.

**level (of institution):** A classification of whether an institution's programs are of at least 4 years' duration or beyond a baccalaureate level (4-year institution), at least 2 but less than 4 years (2-year institution), or less than 2 years (less-than-2-year institution).

**medical school staff:** Staff employed by or staff working in the medical school (Doctor of Medicine [M.D.] and/or Doctor of Osteopathic Medicine [D.O.]) component of a postsecondary institution or in a freestanding medical school. Does not include staff employed by or employees working strictly in a hospital associated with a medical school or those who work in health or allied health schools or departments such as dentistry, veterinary medicine, nursing, or dental hygiene unless the health or allied health schools or departments are affiliated with (housed in or under the authority of) the medical school.

**new hires:** Full-time permanent staff who were included on the payroll of the institution between July 1st and October 31st of the survey year, either for the first time (new to the institution) or after a break in service and who were still on the payroll of the institution as of November 1st of the same survey year. Does not include persons who have returned from sabbatical leave or full-time staff working less-than-9-month contracts/teaching periods.

**non-degree-granting institution:** An institution offering only postbaccalaureate, post-master's, or first-professional certificates, or certificates or diplomas of 4 years or less.

**nonprofessional staff:** Staff of an institution whose primary function or occupational activity is classified as one of the following: technical and paraprofessional; clerical and secretarial; skilled crafts; or service/maintenance.

**not on tenure track:** Personnel positions that are considered non-tenure-earning positions.

**Office of Postsecondary Education (OPE):** OPE formulates federal postsecondary education policy and administers programs that address critical national needs in support of its mission to increase access to quality postsecondary education..

**on tenure track:** Personnel positions that lead to consideration for tenure.

**other professional (support/service):** A primary function or occupational activity category used to classify persons employed for the primary purpose of performing academic support, student service, and institutional support, whose assignments would require either a baccalaureate degree or higher or experience of such kind and amount as to provide a comparable background.

**parent institution:** An institution that reports data for another institution, known as the child institution.

**postsecondary education institution:** An institution that has as its sole purpose, or one of its primary missions, the provision of postsecondary education. Postsecondary education is the provision of a formal instructional program whose curriculum is designed primarily for students beyond the compulsory age for high school. This includes programs whose purpose is academic, vocational, or continuing professional education, and excludes avocational and adult basic education programs. For IPEDS, these institutions must be open to the public.

**Postsecondary Education Participation System (PEPS):** Database used by OPE to track all institutions eligible for Title IV federal student financial aid programs.

**primarily instruction:** A primary function or occupational activity category used to classify persons whose specific assignments customarily are made for the purpose of providing instruction or teaching and who may hold academic rank titles of professor, associate professor, assistant professor, instructor, lecturer, or the equivalent. Includes deans, directors, or the equivalent, as well as associate deans, assistant deans, and executive officers of academic departments (chairpersons, heads, or equivalent) if their principal activity is instruction.

**primarily public service:** A primary function or occupational activity category used to classify persons whose specific assignments customarily are made for the purpose of carrying out public service activities such as agricultural extension services, clinical services, or continuing education and who may hold academic rank titles of professor, associate professor, or assistant professor. Includes deans, directors, or the equivalent, as well as associate deans, assistant deans, and executive officers of academic departments (chairpersons, heads, or equivalent) if their principal activity is public service.

**primarily research:** A primary function or occupational activity category used to classify persons whose specific assignments customarily are made for the purpose of conducting research and who may hold academic rank titles of professor, associate professor, of assistant professor or titles such as research associate or postdoctoral fellow. Includes deans, directors, or the equivalent, as well as associate deans, assistant deans, and executive officers of academic departments (chairpersons, heads, or equivalent) if their principal activity is research.

**primary function/occupational activity:** The principal activity of a staff member as determined by the institution. If an individual participates in two or more activities, the primary activity is normally determined by the amount of time spent in each activity. Primary functions/occupational activities are designated as follows: executive, administrative, and managerial; primarily instruction; instruction/research/public service; primarily research; primarily public service; graduate assistants; other professional (support/service); technical and paraprofessional; clerical and secretarial; skilled crafts; and service/maintenance (see separate definitions).

**private for-profit institution:** A private institution in which the individual(s) or agency in control receives compensation other than wages, rent, or other expenses for the assumption of risk.

**private institution:** An educational institution controlled by a private individual(s) or by a nongovernmental agency, usually supported primarily by other than public funds, and operated by other than publicly elected or appointed officials. These institutions may be either for-profit or not-for-profit.

**private not-for-profit institution:** A private institution in which the individual(s) or agency in control receives no compensation, other than wages, rent, or other expenses for the assumption of risk. These include both independent not-for-profit schools and those affiliated with a religious organization.

**professional staff:** Staff of an institution whose primary function or occupational activity is classified as one of the following: primarily instruction; instruction/research/public service; primarily research; primarily public service; executive, administrative, managerial; other professional (support/service); or graduate assistant.

**Program Participation Agreement (PPA):** A written agreement between a postsecondary institution and the Secretary of Education. This agreement allows institutions to participate in any of the Title IV student assistance programs other than the State Student Incentive Grant (SSIG) and the National Early Intervention Scholarship and Partnership (NEISP) programs. The PPA conditions the initial and continued participation of an eligible institution in any Title IV program upon compliance with the General Provisions regulations, the individual program regulations, and any additional conditions specified in the program participation agreement that the Department of Education requires the institution to meet. Institutions with such an agreement are referred to as Title IV institutions.

**public institution:** An educational institution whose programs and activities are operated by publicly elected or appointed school officials and which is supported largely by public funds.

**race/ethnicity (new definition):** Categories developed in 1997 by the Office of Management and Budget that are used to describe groups to which individuals belong, identify with, or belong in the eyes of the community. The categories do not denote scientific definitions of anthropological origins. The designations are used to categorize U.S. citizens, resident aliens, and other eligible noncitizens.

Individuals are asked to first designate ethnicity as

- Hispanic or Latino; or
- Not Hispanic or Latino.

Second, individuals are asked to indicate all races that apply among the following:

- American Indian or Alaska Native;
- Asian;

- Black or African American;
- Native Hawaiian or Other Pacific Islander; and
- White.

**race/ethnicity (old definition):** Categories used to describe groups to which individuals belong, identify with, or belong in the eyes of the community. The categories do not denote scientific definitions of anthropological origins. A person may be counted in only one group. The groups used to categorize U.S. citizens, resident aliens, and other eligible noncitizens are as follows: American Indian/Alaska Native; Asian/Pacific Islander; Black, non-Hispanic; Hispanic; White, non-Hispanic.

**sector:** One of nine institutional categories resulting from dividing the universe according to control and level. Control categories are public, private not-for-profit, and private for-profit. Level categories are 4 years and higher (4-year institutions), at least 2 but less than 4 years (2-year institutions), and less than 2 years (less-than-2-year institutions). For example: sector 1 = public 4-year institutions; sector 2 = private not-for-profit 4-year institutions.

**service/maintenance:** A primary function or occupational activity category used to classify persons whose assignments require limited degrees of previously acquired skills and knowledge and in which workers perform duties that result in or contribute to the comfort, convenience, and hygiene of personnel and the student body or that contribute to the upkeep of the institutional property.

**skilled crafts:** A primary function or occupational activity category used to classify persons whose assignments typically require special manual skills and a thorough and comprehensive knowledge of the processes involved in the work, acquired through on-the-job-training and experience or through apprenticeship or other formal training programs.

**technical and paraprofessional:** A primary function or occupational activity category used to classify persons whose assignments require specialized knowledge or skills which may be acquired through experience, apprenticeship, on-the-job training, or academic work in occupationally specific programs that result in a 2-year degree or other certificate or diploma. Includes persons who perform some of the duties of a professional in a supportive role, which usually requires less formal training and experience than normally required for professional status.

**tenure status:** Status of a personnel position with respect to permanence of the position.

**Title IV institution:** An institution that has a written agreement with the Secretary of Education that allows the institution to participate in any of the Title IV federal student financial assistance programs (other than the State Student Incentive Grant [SSIG] and the National Early Intervention Scholarship and Partnership [NEISP] programs).

**UserID:** A series of numbers possibly with an alpha prefix that is created for a specific user to be able to access a system. Each user is required to have a UserID and a password for security purposes in order to access the IPEDS data collection system.

**2-year institution:** A postsecondary institution that offers programs of at least 2 but less than 4 years' duration. Includes occupational and vocational schools with programs of at least 1,800 hours and academic institutions with programs of less than 4 years. Does not include bachelor's degree-granting institutions where the baccalaureate program can be completed in 3 years.

**4-year institution:** A postsecondary institution that offers programs of at least 4 years' duration or one that offers programs at or above the baccalaureate level. Includes schools that offer

postbaccalaureate certificates only or those that offer graduate programs only. Also includes free-standing medical, law, or other first-professional schools.

**9/10-month salary contract/teaching period:** The contracted teaching period of instructional staff employed for two semesters, three quarters, two trimesters, two 4-month sessions, or the equivalent.

**11/12-month salary contract/teaching period:** The contracted teaching period of instructional staff employed for the entire year, usually for a period of 11 or 12 months.