

# Employees in Postsecondary Institutions, Fall 2007, and Salaries of Full-Time Instructional Faculty, 2007-08

First Look



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First Look

**DECEMBER 2008**

**Laura G. Knapp**  
**Janice E. Kelly-Reid**  
**Scott A. Ginder**  
RTI International

**U.S. Department of Education**

Margaret Spellings  
*Secretary*

**Institute of Education Sciences**

Sue Betka  
*Acting Director*

**National Center for Education Statistics**

Stuart Kerachsky  
*Acting Commissioner*

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**Content Contact**

Aurora D'Amico  
(202) 502-7334  
[aurora.d'amico@ed.gov](mailto:aurora.d'amico@ed.gov)

## 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 2007-08 data collection. The HR component consists of the following three sections: Employees by Assigned Position (EAP) and Fall Staff (S) for fall 2007 and Salaries (SA) for academic year 2007-08. All three sections of the HR component were required for the winter 2007-08 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 Peer Analysis System, 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 more than 6,500 postsecondary education institutions that participate in Title IV federal student financial aid programs.

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, perform peer comparisons, or help answer questions about postsecondary education institutions.

**Stuart Kerachsky**  
*Acting Commissioner*  
*National Center for Education Statistics*

**Thomas Weko**  
*Associate Commissioner*  
*Postsecondary Studies Division*

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## Acknowledgments

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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 the 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 much 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)).

The authors appreciate the thoughtful review provided by Mary Schifferli, Office for Civil Rights, and Victor Borden, Indiana University.

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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, such as Puerto Rico.<sup>1</sup> For IPEDS, a postsecondary institution is defined as an organization open to the public that has as its primary mission the provision of postsecondary education (i.e., formal instructional programs with a curriculum designed primarily for students who are beyond the compulsory age for high school). This definition includes academic, vocational, and continuing professional education programs and excludes institutions that offer only avocational (leisure) and adult basic education programs.

## IPEDS 2007-08

Participation in IPEDS was a requirement for the 6,706 institutions that participated in Title IV federal student financial aid programs, such as Pell Grants or Stafford Loans, during the 2007-08 academic year.<sup>2</sup> Title IV institutions include traditional colleges and universities, 2-year institutions, and for-profit degree- and non-degree-granting institutions (such as schools of cosmetology), among others. In addition, 84 administrative offices (central and system offices) listed in the IPEDS universe were expected to participate in the Human Resources (HR) component. Four of the U.S. service academies are included in the IPEDS universe as if they were Title IV institutions.<sup>3</sup> Other institutions that do not participate in Title IV programs may participate in the IPEDS data collection on a voluntary basis. For the 2007-08 HR component, 85 non-Title IV institutions provided data.

Subsequent to participating in the IPEDS fall 2007 data collection, 18 institutions closed, leaving 6,688 institutions and 84 administrative offices in the United States and other jurisdictions that were required to complete the 2007-08 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 was required of all 6,772 Title IV institutions and administrative offices, and 6,767, or 99.9 percent, responded (table A-1).
- The Fall Staff section was required of all 6,772 Title IV institutions and administrative offices, and 6,765, or 99.9 percent, responded (table A-1).<sup>4</sup>

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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 (PPA) with the Office of Postsecondary Education (OPE), U.S. Department of Education.

<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.

<sup>4</sup> Fall Staff data are required every 2 years, in odd-numbered reporting years.

- The Salaries section was required of 4,311 Title IV entities, and 4,308, or 99.9 percent, responded (table A-1).<sup>5</sup>

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

### **Focus of This Report**

Tabulations in this report present selected data items collected in winter 2007-08 from 6,614 institutions and administrative offices in the United States (excluding those in other jurisdictions) that were eligible for the HR component (table A-1a). This included 6,533 Title IV institutions and 81 administrative offices. Further HR data is available through the various IPEDS web tools, such as the Peer Analysis System.<sup>6</sup>

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

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<sup>5</sup> The Salaries section was applicable to degree-granting institutions except for those institutions at which all instructional faculty were part-time, contributed their services, were in the military, or taught preclinical or clinical medicine. Five degree-granting institutions reported not only their own data, but also data for two non-degree-granting institutions and three administrative offices because the data could not be separated by degree-granting status. The five additional entities are included in the universe and response rate numbers of the Salaries section.

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

# Selected Findings

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## Staff at Title IV Institutions and Administrative Offices

### Employees by Assigned Position

- Title IV institutions in the United States reported employing 3.6 million individuals in fall 2007 (table 1). Of the 3.6 million individuals, slightly more than 2.3 million were reported to be employed full time and about 1.3 million were reported to be employed part time.
- Public Title IV institutions reported employing 2.4 million individuals, while private not-for-profit Title IV institutions reported employing about 1.0 million individuals and private for-profit Title IV institutions reported employing about 213,000 individuals (table 1).
- Of the 1.3 million full-time professionals reported to be employed at Title IV degree-granting institutions<sup>7</sup> (excluding medical schools), 47 percent had faculty status; including 21 percent with tenure, 9 percent on tenure track, 10 percent not on tenure track, and 6 percent who were employed by institutions without a tenure system (table 2). Institutions reported that the remaining 53 percent of full-time professionals did not have faculty status.

### Fall Staff

- Title IV degree-granting institutions<sup>8</sup> reported that 66 percent of full-time faculty with tenure were men and 34 percent of full-time faculty with tenure were women (table 4).
- Eighty-three percent of full-time faculty with tenure reported by Title IV degree-granting institutions were White, non-Hispanic; 7 percent were Asian/Pacific Islander; 5 percent were Black, non-Hispanic; and 3 percent were Hispanic (table 4).
- Title IV degree-granting institutions<sup>8</sup> in the United States reported hiring 149,000 new full-time employees in the four-month period ending October 31, 2007 (table 3). About 33 percent of the new hires<sup>9</sup> were faculty.

## Salaries of Full-Time Instructional Faculty at Title IV Degree-Granting Institutions

- Based on adjusted 9-month average salaries,<sup>10</sup> Title IV degree-granting institutions reported that professors earned \$98,020, associate professors earned \$70,744, assistant professors earned \$59,283, instructors earned \$51,633, lecturers earned \$51,552, and those with no academic rank earned \$51,966 (table 5).

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<sup>7</sup> Data are for degree-granting institutions and administrative offices.

<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, 2007, 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, 2007. 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 are included in the counts of all staff.

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

Table 1. 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 2007

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	3,630,956	3,285,913	345,043	2,328,985	2,044,660	284,325	1,301,971	1,241,253	60,718
Staff whose primary responsibility is instruction, research, and/or public service	1,407,467	1,295,371	112,096	722,799	627,809	94,990	684,668	667,562	15,634
Primarily instruction	1,076,434	1,041,154	35,280	470,467	442,335	28,132	605,967	598,819	7,148
Instruction/research/public service	251,466	200,640	50,826	189,700	144,852	44,848	61,766	55,788	5,978
Primarily research	57,214	39,544	17,670	46,859	31,697	15,162	10,355	7,847	2,508
Primarily public service	22,353	14,033	8,320	15,773	8,925	6,848	6,580	5,108	1,472
Executive/administrative/managerial	225,778	207,779	17,999	218,038	200,861	17,177	7,740	6,918	822
Other professional (support/service)	720,990	614,178	106,812	621,393	527,521	93,872	99,597	86,657	12,940
Graduate assistants <sup>2</sup>	328,979	308,623	20,356	†	†	†	328,979	308,623	20,356
Technical and paraprofessionals	195,502	162,691	32,811	154,578	126,111	28,467	40,924	36,580	4,344
Clerical and secretarial	453,798	407,359	46,439	356,236	314,096	42,140	97,562	93,263	4,299
Skilled crafts	62,342	61,108	1,234	59,609	58,418	1,191	2,733	2,690	43
Service/maintenance	236,100	228,804	7,296	196,332	189,844	6,488	39,768	38,960	808
Public	2,384,000	2,186,940	197,060	1,494,136	1,337,675	156,461	889,864	849,265	40,599
Staff whose primary responsibility is instruction, research, and/or public service	890,559	826,983	63,576	473,329	419,563	53,766	417,230	407,420	9,225
Primarily instruction	661,620	640,232	21,388	300,794	283,212	17,582	360,826	357,020	3,806
Instruction/research/public service	177,302	148,272	29,030	133,063	108,036	25,027	44,239	40,236	4,003
Primarily research	35,786	25,932	9,854	28,740	20,302	8,438	7,046	5,630	1,416
Primarily public service	15,851	12,547	3,304	10,732	8,013	2,719	5,119	4,534	585
Executive/administrative/managerial	109,936	103,208	6,728	106,219	99,926	6,293	3,717	3,282	435
Other professional (support/service)	477,603	409,159	68,444	407,200	348,554	58,646	70,403	60,605	9,798
Graduate assistants <sup>2</sup>	266,429	251,279	15,150	†	†	†	266,429	251,279	15,150
Technical and paraprofessionals	144,731	129,023	15,708	111,787	98,588	13,199	32,944	30,435	2,509
Clerical and secretarial	291,023	266,970	24,053	219,309	197,749	21,560	71,714	69,221	2,493
Skilled crafts	46,894	46,371	523	44,952	44,462	490	1,942	1,909	33
Service/maintenance	156,825	153,947	2,878	131,340	128,833	2,507	25,485	25,114	371
Private not-for-profit	1,033,557	885,574	147,983	726,891	599,027	127,864	306,666	286,547	20,119
Staff whose primary responsibility is instruction, research, and/or public service	388,511	339,991	48,520	218,567	177,343	41,224	169,944	162,648	6,409
Primarily instruction	289,100	275,208	13,892	140,608	130,058	10,550	148,492	145,150	3,342
Instruction/research/public service	71,605	49,809	21,796	54,899	35,078	19,821	16,706	14,731	1,975
Primarily research	21,403	13,587	7,816	18,098	11,374	6,724	3,305	2,213	1,092
Primarily public service	6,403	1,387	5,016	4,962	833	4,129	1,441	554	887
Executive/administrative/managerial	95,752	84,481	11,271	92,315	81,431	10,884	3,437	3,050	387
Other professional (support/service)	208,500	170,132	38,368	181,222	145,996	35,226	27,278	24,136	3,142
Graduate assistants <sup>2</sup>	62,440	57,234	5,206	†	†	†	62,440	57,234	5,206
Technical and paraprofessionals	47,601	30,498	17,103	40,425	25,157	15,268	7,176	5,341	1,835
Clerical and secretarial	139,737	117,351	22,386	117,136	96,556	20,580	22,601	20,795	1,806
Skilled crafts	15,177	14,466	711	14,475	13,774	701	702	692	10
Service/maintenance	75,839	71,421	4,418	62,751	58,770	3,981	13,088	12,651	437

See notes at end of table.

Table 1. 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 2007—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	213,399	213,399	†	107,958	107,958	†	105,441	105,441	†
Staff whose primary responsibility is instruction, research, and/or public service	128,397	128,397	†	30,903	30,903	†	97,494	97,494	†
Primarily instruction	125,714	125,714	†	29,065	29,065	†	96,649	96,649	†
Instruction/research/public service	2,559	2,559	†	1,738	1,738	†	821	821	†
Primarily research	25	25	†	21	21	†	4	4	†
Primarily public service	99	99	†	79	79	†	20	20	†
Executive/administrative/managerial	20,090	20,090	†	19,504	19,504	†	586	586	†
Other professional (support/service)	34,887	34,887	†	32,971	32,971	†	1,916	1,916	†
Graduate assistants <sup>2</sup>	110	110	†	†	†	†	110	110	†
Technical and paraprofessionals	3,170	3,170	†	2,366	2,366	†	804	804	†
Clerical and secretarial	23,038	23,038	†	19,791	19,791	†	3,247	3,247	†
Skilled crafts	271	271	†	182	182	†	89	89	†
Service/maintenance	3,436	3,436	†	2,241	2,241	†	1,195	1,195	†

† Not applicable.

<sup>1</sup>Medical schools are defined as those with M.D. and/or 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 2007-08, Human Resources component, Employees by Assigned Position section.

Table 2. 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 2007

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	1,526,823	978,150	487,259	61,414	100.0	100.0	100.0	100.0
Staff (except those in medical schools <sup>1</sup> )	1,320,784	859,445	399,925	61,414	100.0	100.0	100.0	100.0
With faculty status	627,054	432,283	174,160	20,611	47.5	50.3	43.5	33.6
With tenure	283,786	207,265	76,303	218	21.5	24.1	19.1	0.4
On tenure track	121,303	85,568	35,630	105	9.2	10.0	8.9	0.2
Not on tenure track	136,704	97,037	39,542	125	10.4	11.3	9.9	0.2
No tenure system	85,261	42,413	22,685	20,163	6.5	4.9	5.7	32.8
Without faculty status	693,730	427,162	225,765	40,803	52.5	49.7	56.5	66.4
4-year	1,112,255	672,316	396,789	43,150	100.0	100.0	100.0	100.0
With faculty status	500,514	316,743	172,403	11,368	45.0	47.1	43.4	26.3
With tenure	236,303	160,018	76,157	128	21.2	23.8	19.2	0.3
On tenure track	104,217	68,578	35,548	91	9.4	10.2	9.0	0.2
Not on tenure track	125,305	85,835	39,362	108	11.3	12.8	9.9	0.3
No tenure system	34,689	2,312	21,336	11,041	3.1	0.3	5.4	25.6
Without faculty status	611,741	355,573	224,386	31,782	55.0	52.9	56.6	73.7
2-year	208,529	187,129	3,136	18,264	100.0	100.0	100.0	100.0
With faculty status	126,540	115,540	1,757	9,243	60.7	61.7	56.0	50.6
With tenure	47,483	47,247	146	90	22.8	25.2	4.7	0.5
On tenure track	17,086	16,990	82	14	8.2	9.1	2.6	0.1
Not on tenure track	11,399	11,202	180	17	5.5	6.0	5.7	0.1
No tenure system	50,572	40,101	1,349	9,122	24.3	21.4	43.0	49.9
Without faculty status	81,989	71,589	1,379	9,021	39.3	38.3	44.0	49.4
Medical school staff <sup>1</sup>	206,039	118,705	87,334	†	100.0	100.0	100.0	†
With faculty status	91,596	53,575	38,021	†	44.5	45.1	43.5	†
With tenure	21,568	13,654	7,914	†	10.5	11.5	9.1	†
On tenure track	16,377	7,138	9,239	†	7.9	6.0	10.6	†
Not on tenure track	53,186	32,783	20,403	†	25.8	27.6	23.4	†
No tenure system	465	0	465	†	0.2	0.0	0.5	†
Without faculty status	114,443	65,130	49,313	†	55.5	54.9	56.5	†

† Not applicable.

<sup>1</sup>Medical schools are defined as those with M.D. and/or 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 2007-08, Human Resources component, Employees by Assigned Position section.



Table 3. Staff and new hires at Title IV institutions and administrative offices, by employment status, gender, and primary function/occupational activity: United States, fall 2007

Primary function/occupational activity	Total		Full time		Part time		Men		Women	
	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Total (degree-granting and non-degree-granting institutions and administrative offices) <sup>1</sup>										
Total, all institutions	3,630,956	100.0	2,328,985	100.0	1,301,971	100.0	1,674,034	100.0	1,956,922	100.0
All staff										
Professional staff	2,683,214	73.9	1,562,230	67.1	1,120,984	86.1	1,321,245	78.9	1,361,969	69.6
Faculty <sup>2</sup>	1,407,467	38.8	722,799	31.0	684,668	52.6	757,537	45.3	649,930	33.2
Executive/administrative/ managerial	225,778	6.2	218,038	9.4	7,740	0.6	105,223	6.3	120,555	6.2
Other professional (support/ service)	720,990	19.9	621,393	26.7	99,597	7.6	285,364	17.0	435,626	22.3
Graduate assistants <sup>3</sup>	328,979	9.1	†	†	328,979	25.3	173,121	10.3	155,858	8.0
Nonprofessional staff	947,742	26.1	766,755	32.9	180,987	13.9	352,789	21.1	594,953	30.4
Technical and paraprofessionals	195,502	5.4	154,578	6.6	40,924	3.1	80,152	4.8	115,350	5.9
Clerical and secretarial	453,798	12.5	356,236	15.3	97,562	7.5	66,826	4.0	386,972	19.8
Skilled crafts	62,342	1.7	59,609	2.6	2,733	0.2	58,336	3.5	4,006	0.2
Service/maintenance	236,100	6.5	196,332	8.4	39,768	3.1	147,475	8.8	88,625	4.5
Degree-granting institutions and administrative offices with 15 or more full-time staff only										
New hires (full time only) <sup>4</sup>	149,392	100.0	149,392	100.0	†	†	64,963	100.0	84,429	100.0
Professional staff	104,335	69.8	104,335	69.8	†	†	48,911	75.3	55,424	65.6
Faculty <sup>2</sup>	50,041	33.5	50,041	33.5	†	†	25,881	39.8	24,160	28.6
Executive/administrative/ managerial	9,327	6.2	9,327	6.2	†	†	4,384	6.7	4,943	5.9
Other professional (support/ service)	44,967	30.1	44,967	30.1	†	†	18,646	28.7	26,321	31.2
Nonprofessional staff	45,057	30.2	45,057	30.2	†	†	16,052	24.7	29,005	34.4
Technical and paraprofessionals	9,974	6.7	9,974	6.7	†	†	3,963	6.1	6,011	7.1
Clerical and secretarial	22,541	15.1	22,541	15.1	†	†	3,652	5.6	18,889	22.4
Skilled crafts	1,695	1.1	1,695	1.1	†	†	1,572	2.4	123	0.1
Service/maintenance	10,847	7.3	10,847	7.3	†	†	6,865	10.6	3,982	4.7

† Not applicable. New hires data are only for full-time staff.

<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>Staff whose primary responsibility is instruction, research, and/or public service.

<sup>3</sup>By definition, all graduate assistants are part-time.

<sup>4</sup>New hires include full-time permanent staff who were included on the payroll of the institution between July 1 and October 31, 2007, 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, 2007. 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 are included in the counts of all staff.

NOTE: 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 2007-08, Human Resources component, Fall Staff section.

Table 4. Full-time faculty at Title IV degree-granting institutions and administrative offices, by faculty status, sector of institution, gender, and race/ethnicity: United States, fall 2007

Sector of institution, gender, and race/ethnicity	Staff with faculty status											
	Total faculty <sup>1</sup>		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	702,491	100.0	290,581	100.0	134,826	100.0	171,144	100.0	80,217	100.0	25,723	100.0
Sector of institution												
Public 4-year	354,289	50.4	163,041	56.1	73,847	54.8	104,318	61.0	2,257	2.8	10,826	42.1
Public 2-year	112,846	16.1	46,024	15.8	16,559	12.3	10,260	6.0	39,189	48.9	814	3.2
Private not-for-profit 4-year	215,100	30.6	81,203	27.9	44,258	32.8	56,370	32.9	19,289	24.0	13,980	54.3
Private not-for-profit 2-year	1,422	0.2	129	#	77	0.1	106	0.1	1,104	1.4	6	#
Private for-profit 4-year	10,746	1.5	107	#	77	0.1	87	0.1	10,448	13.0	27	0.1
Private for-profit 2-year	8,088	1.2	77	#	8	#	3	#	7,930	9.9	70	0.3
Gender												
Men	408,506	58.2	192,069	66.1	72,843	54.0	87,531	51.1	40,683	50.7	15,380	59.8
Women	293,985	41.8	98,512	33.9	61,983	46.0	83,613	48.9	39,534	49.3	10,343	40.2
Race/ethnicity												
White, non-Hispanic	539,646	76.8	240,911	82.9	93,745	69.5	125,207	73.2	65,919	82.2	13,864	53.9
Black, non-Hispanic	37,862	5.4	13,388	4.6	8,713	6.5	9,171	5.4	5,879	7.3	711	2.8
Hispanic	24,956	3.6	9,568	3.3	5,710	4.2	5,896	3.4	2,916	3.6	866	3.4
Asian/Pacific Islander	53,615	7.6	20,440	7.0	13,159	9.8	14,430	8.4	2,464	3.1	3,122	12.1
American Indian/Alaska Native	3,337	0.5	1,268	0.4	605	0.4	680	0.4	720	0.9	64	0.2
Race/ethnicity unknown	11,863	1.7	2,158	0.7	3,121	2.3	3,462	2.0	1,963	2.4	1,159	4.5
Nonresident alien	31,212	4.4	2,848	1.0	9,773	7.2	12,298	7.2	356	0.4	5,937	23.1

# Rounds to zero.

<sup>1</sup>Staff whose primary responsibility is instruction, research, and/or public service.

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

SOURCE: U.S. Department of Education, National Center for Education Statistics, Integrated Postsecondary Education Data System (IPEDS), Winter 2007-08, Human Resources component, Fall Staff section.

Table 5. Average salaries of full-time instructional faculty at Title IV degree-granting institutions, by academic rank, control and level of institution, and gender: United States, academic year 2007-08

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>	\$69,698	\$98,020	\$70,744	\$59,283	\$51,633	\$51,552	\$51,966
Public	69,288	95,665	70,860	59,717	55,849	50,866	52,272
4-year	73,715	100,133	72,718	61,101	44,281	50,957	49,255
Men	79,686	102,969	74,558	63,051	45,162	53,938	50,928
Women	64,822	91,592	69,939	58,938	43,699	48,453	47,683
2-year	58,522	69,005	58,005	51,270	60,950	48,002	52,981
Men	59,800	70,798	58,918	51,995	61,992	48,162	54,001
Women	57,402	67,173	57,205	50,699	60,031	47,884	52,121
Private not-for-profit	74,280	103,687	70,885	58,610	43,902	53,634	57,778
4-year	74,576	103,784	70,986	58,707	44,088	53,649	58,435
Men	80,689	107,250	72,946	60,706	44,019	56,931	61,269
Women	65,639	94,141	68,131	56,718	44,143	50,802	54,818
2-year	43,098	52,036	49,250	44,612	40,985	33,537	39,031
Men	39,307	54,154	45,817	39,701	36,499	32,500	37,555
Women	45,481	50,437	50,851	46,356	44,277	34,229	40,374
Private for-profit	38,220	51,741	47,823	47,356	37,629	26,241	31,215
4-year	40,539	52,607	48,464	48,185	40,581	24,429	30,697
Men	41,217	54,104	47,709	48,177	41,755	30,274	29,315
Women	39,578	49,684	49,627	48,195	38,981	20,046	32,618
2-year	35,183	30,862	36,434	33,659	35,247	28,354	34,473
Men	36,702	33,991	36,270	34,659	36,751	†	36,061
Women	33,690	27,993	36,509	33,047	33,743	28,354	33,247

† Not applicable.

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

<sup>2</sup>Total salary outlays for full-time instructional faculty (by rank) on 11/12-month contracts were adjusted to 9/10-month outlays by multiplying the outlay for 11/12-month contracted faculty by 0.8182. The "equated" outlays were then added to the outlays for 9/10-month faculty, and the resulting sum was then divided by the total number of faculty to determine an average salary for each rank. Salaries for faculty 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 faculty were part time, contributed their services, were in the military, or taught preclinical or clinical medicine, five degree-granting institutions reported not only their own data, but also data for two non-degree-granting institutions and three administrative offices because the data could not be separated by degree-granting status. The five additional entities are included in the universe and response rate numbers of the Salaries section. Instructional faculty 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 faculty 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 2007-08, Human Resources component, Salaries section.

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# Appendix A: Survey Methodology

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## Overview

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 primary focus of the IPEDS winter 2007-08 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 6,790 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, such as Puerto Rico, at the beginning of the 2007-08 academic year. Eighteen institutions closed before the winter 2007-08 data collection began, leaving 6,688 institutions and 84 administrative offices.

The winter 2007-08 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 2007-08 IPEDS data were collected between December 5, 2007, and January 23, 2008. 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 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.)

Beginning with HR 2005-06, the term “faculty” was changed to “staff whose primary responsibility is instruction, research, and/or public service,” but for purposes of this report, the term “faculty” will continue to be used. Also, beginning with HR 2005-06, the term “full-time instructional faculty” was changed to “full-time instructional staff,” but for purposes of this report, the term “full-time instructional faculty” will continue to be used.

## Terminology Used in the IPEDS Web Collection

Please refer to the glossary provided in appendix B for definitions of various terms.

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<sup>1</sup> Includes 6,706 institutions and 84 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 2007, but not in even-numbered years such as 2006. 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.

## **Universe, Institutions Surveyed, and Response Rates**

The IPEDS universe is established during the fall collection period. For 2007-08, there were 50 institutions included in prior IPEDS data collections that were determined to be outside the scope of IPEDS because they were closed or were merged with another institution. Additionally, 193 institutions were reported exclusively by a parent institution; also, 154 institutions were added to the universe. These schools 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 6,790 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/>). 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 among postsecondary institutions.

Not all Title IV institutions were required to complete all sections of the HR component. Eighteen institutions were not required to complete the HR component because they closed during the fall 2007 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 faculty were part time, contributed their services, were in the military, or taught preclinical or clinical medicine. Of the 6,772 Title IV entities eligible for the winter 2007-08 IPEDS collection, all 6,688 institutions and 84 administrative offices were eligible for the EAP and Fall Staff sections, and 4,306 degree-granting institutions were eligible for the Salaries section. Although the Salaries section was applicable to degree-granting institutions only, five degree-granting institutions reported not only their own data, but also data for two non-degree-granting institutions and three administrative offices because the data could not be separated by degree-granting status. The five 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 and the HR sections for winter 2007-08, 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 2007-08 IPEDS collection were high. The overall response rate in winter 2007-08 was 99.9 percent for the HR component. The response rates were also 99.9 percent for the individual required HR sections: EAP, Fall Staff, and Salaries.

Table A-1. Response rates of Title IV institutions and administrative offices responding to the IPEDS winter 2007-08 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	6,772	6,767	99.9	6,772	6,767	99.9
Public	2,100	2,099	100.0	2,100	2,099	100.0
Private not-for-profit	1,872	1,872	100.0	1,872	1,872	100.0
Private for-profit	2,800	2,796	99.9	2,800	2,796	99.9
4-year	2,799	2,798	100.0	2,799	2,798	100.0
Public	712	711	99.9	712	711	99.9
Private not-for-profit	1,587	1,587	100.0	1,587	1,587	100.0
Private for-profit	500	500	100.0	500	500	100.0
2-year	2,221	2,221	100.0	2,221	2,221	100.0
Public	1,171	1,171	100.0	1,171	1,171	100.0
Private not-for-profit	185	185	100.0	185	185	100.0
Private for-profit	865	865	100.0	865	865	100.0
Less-than-2-year	1,752	1,748	99.8	1,752	1,748	99.8
Public	217	217	100.0	217	217	100.0
Private not-for-profit	100	100	100.0	100	100	100.0
Private for-profit	1,435	1,431	99.7	1,435	1,431	99.7
Degree-granting	4,511	4,510	100.0	4,511	4,510	100.0
4-year	2,784	2,783	100.0	2,784	2,783	100.0
Public	711	710	99.9	711	710	99.9
Private not-for-profit	1,573	1,573	100.0	1,573	1,573	100.0
Private for-profit	500	500	100.0	500	500	100.0
2-year	1,727	1,727	100.0	1,727	1,727	100.0
Public	1,071	1,071	100.0	1,071	1,071	100.0
Private not-for-profit	96	96	100.0	96	96	100.0
Private for-profit	560	560	100.0	560	560	100.0
Non-degree-granting	2,261	2,257	99.8	2,261	2,257	99.8
4-year <sup>1</sup>	15	15	100.0	15	15	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	†	†	†	†	†	†
2-year	494	494	100.0	494	494	100.0
Public	100	100	100.0	100	100	100.0
Private not-for-profit	89	89	100.0	89	89	100.0
Private for-profit	305	305	100.0	305	305	100.0
Less-than-2-year	1,752	1,748	99.8	1,752	1,748	99.8
Public	217	217	100.0	217	217	100.0
Private not-for-profit	100	100	100.0	100	100	100.0
Private for-profit	1,435	1,431	99.7	1,435	1,431	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 2007-08 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	6,772	6,765	99.9	4,311 <sup>2,3</sup>	4,308	99.9
Public	2,100	2,099	100.0	1,703 <sup>2,3</sup>	1,702	99.9
Private not-for-profit	1,872	1,870	99.9	1,610 <sup>3</sup>	1,608	99.9
Private for-profit	2,800	2,796	99.9	998	998	100.0
4-year	2,799	2,796	99.9	2,639 <sup>2</sup>	2,636	99.9
Public	712	711	99.9	664	663	99.8
Private not-for-profit	1,587	1,585	99.9	1,519 <sup>2</sup>	1,517	99.9
Private for-profit	500	500	100.0	456	456	100.0
2-year	2,221	2,221	100.0	1,670 <sup>2</sup>	1,670	100.0
Public	1,171	1,171	100.0	1,038 <sup>2</sup>	1,038	100.0
Private not-for-profit	185	185	100.0	90	90	100.0
Private for-profit	865	865	100.0	542	542	100.0
Less-than-2-year	1,752	1,748	99.8	2 <sup>3</sup>	2	100.0
Public	217	217	100.0	1 <sup>3</sup>	1	100.0
Private not-for-profit	100	100	100.0	1 <sup>3</sup>	1	100.0
Private for-profit	1,435	1,431	99.7	†	†	†
Degree-granting	4,511	4,508	99.9	4,309 <sup>2</sup>	4,306	99.9
4-year	2,784	2,781	99.9	2,639 <sup>2</sup>	2,636	99.9
Public	711	710	99.9	664	663	99.8
Private not-for-profit	1,573	1,571	99.9	1,519 <sup>2</sup>	1,517	99.9
Private for-profit	500	500	100.0	456	456	100.0
2-year	1,727	1,727	100.0	1,670 <sup>2</sup>	1,670	100.0
Public	1,071	1,071	100.0	1,038 <sup>2</sup>	1,038	100.0
Private not-for-profit	96	96	100.0	90	90	100.0
Private for-profit	560	560	100.0	542	542	100.0
Non-degree-granting	2,261	2,257	99.8	2 <sup>3</sup>	2	100.0
4-year <sup>1</sup>	15	15	100.0	†	†	†
Public	1	1	100.0	†	†	†
Private not-for-profit	14	14	100.0	†	†	†
Private for-profit	†	†	†	†	†	†
2-year	494	494	100.0	†	†	†
Public	100	100	100.0	†	†	†
Private not-for-profit	89	89	100.0	†	†	†
Private for-profit	305	305	100.0	†	†	†
Less-than-2-year	1,752	1,748	99.8	2 <sup>3</sup>	2	100.0
Public	217	217	100.0	1 <sup>3</sup>	1	100.0
Private not-for-profit	100	100	100.0	1 <sup>3</sup>	1	100.0
Private for-profit	1,435	1,431	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>The Salaries section became applicable to two administrative offices serving public 2-year institutions and one administrative office serving one private not-for-profit 4-year institution because three degree-granting institutions could not separate their faculty data by degree-granting status.

<sup>3</sup>The Salaries section became applicable to one public less-than-2-year non-degree-granting institution and one private not-for-profit less-than-2-year non-degree-granting institution because two degree-granting institutions could not separate their faculty 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 faculty were part time, contributed their services, were in the military, or taught preclinical or clinical medicine, five degree-granting institutions reported not only their own data, but also data for two non-degree-granting institutions and three administrative offices because the data could not be separated by degree-granting status. The five 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 2007-08.



Table A-1a provides the number of Title IV institutions and administrative offices and the survey response rates for the HR component and the HR sections for winter 2007-08 by degree-granting status and level and control of institution for the United States only (excluding any other jurisdictions).

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 2007-08 IPEDS data collection was conducted using the IPEDS web-based data collection system. Each institution appointed a keyholder, who was the person responsible for ensuring that survey 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 or review data. For many institutions, keyholders were also required to edit and lock the data: locking the data submits the completed data to NCES.

Many states or systems had one or more IPEDS coordinators. Coordinators are individuals who take responsibility for a specified group of institutions to ensure that all data are 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, review, or lock data for their institutions.

For the 2007-08 IPEDS data collection, keyholders were asked to register before the fall 2007 data collection. Registration information, including UserIDs and passwords, was 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 2007-08 collection year. The package included a letter for the keyholder and a registration certificate with the institution's UserID and password for the entire 2007-08 collection period. Subsequent registration mailings were sent in late August and late September to CEOs of institutions at which a keyholder had still not been registered. 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 previously, survey respondents were required to register before entering 2007-08 data to ensure a point of contact between NCES/IPEDS and the institution.

Table A-1a. Response rates of Title IV institutions and administrative offices responding to the IPEDS winter 2007-08 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	6,614	6,609	99.9	6,614	6,609	99.9
Public	2,074	2,073	100.0	2,074	2,073	100.0
Private not-for-profit	1,816	1,816	100.0	1,816	1,816	100.0
Private for-profit	2,724	2,720	99.9	2,724	2,720	99.9
4-year	2,733	2,732	100.0	2,733	2,732	100.0
Public	693	692	99.9	693	692	99.9
Private not-for-profit	1,548	1,548	100.0	1,548	1,548	100.0
Private for-profit	492	492	100.0	492	492	100.0
2-year	2,200	2,200	100.0	2,200	2,200	100.0
Public	1,164	1,164	100.0	1,164	1,164	100.0
Private not-for-profit	181	181	100.0	181	181	100.0
Private for-profit	855	855	100.0	855	855	100.0
Less-than-2-year	1,681	1,677	99.8	1,681	1,677	99.8
Public	217	217	100.0	217	217	100.0
Private not-for-profit	87	87	100.0	87	87	100.0
Private for-profit	1,377	1,373	99.7	1,377	1,373	99.7
Degree-granting	4,425	4,424	100.0	4,425	4,424	100.0
4-year	2,718	2,717	100.0	2,718	2,717	100.0
Public	692	691	99.9	692	691	99.9
Private not-for-profit	1,534	1,534	100.0	1,534	1,534	100.0
Private for-profit	492	492	100.0	492	492	100.0
2-year	1,707	1,707	100.0	1,707	1,707	100.0
Public	1,064	1,064	100.0	1,064	1,064	100.0
Private not-for-profit	92	92	100.0	92	92	100.0
Private for-profit	551	551	100.0	551	551	100.0
Non-degree-granting	2,189	2,185	99.8	2,189	2,185	99.8
4-year <sup>1</sup>	15	15	100.0	15	15	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	†	†	†	†	†	†
2-year	493	493	100.0	493	493	100.0
Public	100	100	100.0	100	100	100.0
Private not-for-profit	89	89	100.0	89	89	100.0
Private for-profit	304	304	100.0	304	304	100.0
Less-than-2-year	1,681	1,677	99.8	1,681	1,677	99.8
Public	217	217	100.0	217	217	100.0
Private not-for-profit	87	87	100.0	87	87	100.0
Private for-profit	1,377	1,373	99.7	1,377	1,373	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 2007-08 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	6,614	6,607	99.9	4,229 <sup>2,3</sup>	4,226	99.9
Public	2,074	2,073	100.0	1,678 <sup>2,3</sup>	1,677	99.9
Private not-for-profit	1,816	1,814	99.9	1,570 <sup>3</sup>	1,568	99.9
Private for-profit	2,724	2,720	99.9	981	981	100.0
4-year	2,733	2,730	99.9	2,577 <sup>2</sup>	2,574	99.9
Public	693	692	99.9	646	645	99.8
Private not-for-profit	1,548	1,546	99.9	1,483 <sup>2</sup>	1,481	99.9
Private for-profit	492	492	100.0	448	448	100.0
					1,6	
2-year	2,200	2,200	100.0	1,650 <sup>2</sup>	50	100.0
Public	1,164	1,164	100.0	1,031 <sup>2</sup>	1,031	100.0
Private not-for-profit	181	181	100.0	86	86	100.0
Private for-profit	855	855	100.0	533	533	100.0
Less-than-2-year	1,681	1,677	99.8	2 <sup>3</sup>	2	100.0
Public	217	217	100.0	1 <sup>3</sup>	1	100.0
Private not-for-profit	87	87	100.0	1 <sup>3</sup>	1	100.0
Private for-profit	1,377	1,373	99.7	†	†	†
Degree-granting	4,425	4,422	99.9	4,227 <sup>2</sup>	4,224	99.9
4-year	2,718	2,715	99.9	2,577 <sup>2</sup>	2,574	99.9
Public	692	691	99.9	646	645	99.8
Private not-for-profit	1,534	1,532	99.9	1,483 <sup>2</sup>	1,481	99.9
Private for-profit	492	492	100.0	448	448	100.0
2-year	1,707	1,707	100.0	1,650 <sup>2</sup>	1,650	100.0
Public	1,064	1,064	100.0	1,031 <sup>2</sup>	1,031	100.0
Private not-for-profit	92	92	100.0	86	86	100.0
Private for-profit	551	551	100.0	533	533	100.0
Non-degree-granting	2,189	2,185	99.8	2 <sup>3</sup>	2	100.0
4-year <sup>1</sup>	15	15	100.0	†	†	†
Public	1	1	100.0	†	†	†
Private not-for-profit	14	14	100.0	†	†	†
Private for-profit	†	†	†	†	†	†
2-year	493	493	100.0	†	†	†
Public	100	100	100.0	†	†	†
Private not-for-profit	89	89	100.0	†	†	†
Private for-profit	304	304	100.0	†	†	†
Less-than-2-year	1,681	1,677	99.8	2 <sup>3</sup>	2	100.0
Public	217	217	100.0	1 <sup>3</sup>	1	100.0
Private not-for-profit	87	87	100.0	1 <sup>3</sup>	1	100.0
Private for-profit	1,377	1,373	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>The Salaries section became applicable to two administrative offices serving public 2-year institutions and one administrative office serving private not-for-profit 4-year institutions because three degree-granting institutions could not separate their faculty data by degree-granting status.

<sup>3</sup>The Salaries section became applicable to one public less-than-2-year non-degree-granting institution and one private not-for-profit less-than-2-year non-degree-granting institution because two degree-granting institutions could not separate their faculty 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 faculty were part time, contributed their services, were in the military, or taught preclinical or clinical medicine, five degree-granting institutions reported not only their own data, but also data for two non-degree-granting institutions and three administrative offices because the data could not be separated by degree-granting status. The five 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 2007-08.

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 2007-08 data were entered, either manually or through file upload, the keyholders were required to run edit checks and resolve all errors before they were able to lock 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. If any additional problems were detected, the help desk staff contacted the institutions to resolve any remaining questions. Once all problems were resolved, the final data were migrated to the Peer Analysis System, where they were made available to other responding institutions for comparison purposes. Because of confidentiality issues, Fall Staff and Salaries data were perturbed during the migration process to protect any individually identifiable information.

## **Survey Sections**

### **Human Resources**

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 2007-08. 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 M.D. and/or 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 considered part of the medical school were reported in the non-medical school part of EAP.

The primary 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 professionals (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, or not on tenure track/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 faculty 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 on the next page.

## *Fall Staff*

This section of the HR component is required in odd-numbered years (e.g., staff in fall 2007) and optional in even-numbered years (e.g., 2006). There are three versions of the Fall Staff section; applicability to each version is determined by the degree-granting status of an institution and/or the number of full-time staff. The three 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 faculty by racial/ethnic category, gender, and academic rank;
  - Part H: Full-time faculty 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;
  - 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 one of the short versions of Fall Staff. The short version completed by this group of institutions and administrative offices 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:
  - 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>3</sup>; and
  - Part I: Summary of full-time and part-time staff by racial/ethnic category and gender.
3. Non-degree-granting institutions and related administrative offices complete the other short version of Fall Staff. This short version collects the number of staff by employment status (full time and part time), gender, race/ethnicity, and primary function/occupational activity; however, data entry screens to report graduate assistants are not included in this version. The following parts are included in this version:

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<sup>3</sup> Includes data entry screens to report graduate assistants.

- Part D: Full-time staff by racial/ethnic category, gender, and primary function/occupational activity;
- Part E: Part-time staff by racial/ethnic category, gender, and primary function/occupational activity<sup>4</sup>; and
- Part F: Summary of full-time and part-time staff by racial/ethnic category and gender.

In all 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>5</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 “faculty” job category is the exception to this rule. The “faculty” reported in 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 faculty—that is, those persons classified as either primarily instruction or instruction combined with research and/or public service (except those in medical schools of the EAP section, as described above). Although the Salaries section is required by Title IV degree-granting institutions except for those institutions at which all instructional faculty are part time, contribute their services, are in the military, or teach preclinical or clinical medicine, five degree-granting institutions reported not only their own data, but also data for two non-degree-granting institutions and three administrative offices because the data could not be separated by degree-granting status. The five additional entities are included in the universe and response rate numbers of the Salaries section. Data are collected for full-time instructional faculty 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 faculty 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 faculty on 9/10-month and 11/12-month contracts by faculty status, gender, and academic rank in Part D. Prior to the optional collection of these data in 2006-07, data by faculty status were last collected in the Salaries component in 1999-2000. Part E collects the salary outlays associated with the full-time instructional faculty 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). Part F collects data on the fringe benefit expenditures and the number of full-time instructional faculty on 9/10-month and 11/12-month contracts 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>4</sup> Excludes data entry screens to report graduate assistants.

<sup>5</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).

## **Edit Procedures**

Edit checks were built into the web-based instrument to detect major reporting errors. The system automatically generated average salaries or totals for each section (as required), and edit checks compared current responses to previously reported data. The edit checks could be run at any time during the collection. As edit checks were executed, survey respondents were 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 explain why the data appeared to be out of the expected data range. All edit checks had to be resolved (confirmed, explained, or corrected) before the survey could be locked. Survey respondents were also provided with boxes to explain any special circumstances that might not be evident in their reported data and to report staff members who were difficult to categorize. In addition, the data were manually reviewed for additional inconsistencies by coordinators (when applicable) and the IPEDS help desk staff. When necessary, keyholders were contacted to verify the accuracy of the data.

For all sections, current year data (winter 2007-08) were compared to the previous year's data (winter 2006-07) and large discrepancies had to be explained. In addition, for the Salaries section, average salaries were calculated, and checks were in place for unusually high or unusually low averages. The number of full-time instructional faculty receiving fringe benefits could not exceed the total number of full-time instructional faculty by contract length, except for the tuition plan (dependents only) benefit.<sup>6</sup> The number of full-time instructional faculty in the Salaries section had to be equal to the number of full-time non-medical school faculty 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 faculty in the Fall Staff section.

## **Imputation Procedures**

All required sections of the HR component were subject to imputation for nonresponse. The EAP, Fall Staff, and Salaries data for Title IV institutions were imputed for both total (institutional) nonresponse and partial (item) 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>7</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 faculty must not all fall into one of the following categories:
  - Instructional faculty who are employed on a part-time basis.

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<sup>6</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 faculty receiving tuition benefits, rather than the number of full-time instructional faculty receiving this benefit. For example, if a full-time instructional faculty member is receiving tuition benefits and two children of the same faculty member are also receiving tuition benefits, the two children should be reported in the "tuition plan (dependents only)" benefit category; however, the faculty member should not be reported in this case.

<sup>7</sup> Institutions that did not respond were verified as currently active (open for business) prior to imputation through telephone calls or e-mail.

- Instructional faculty who contribute their services.
- Instructional faculty who are military personnel.
- Instructional faculty who teach preclinical or clinical medicine.

The HR component was imputed using 109 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>8</sup> were used to impute missing data in the HR component:

*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 (FTE) 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 with the nearest value of the distance measure. The donor's data values were multiplied by the ratio of the imputee's distance measure to the donor's distance measure.

*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, 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 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, employment status, primary function/occupational activity, gender, and degree-granting status.

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<sup>8</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.



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 2007

Employment status, primary function/occupational activity, degree-granting status, and medical school staff status	Total			Public			Private not-for-profit			Private for-profit		
	Staff	Imputed		Staff	Imputed		Staff	Imputed		Staff	Imputed	
		Number	Percent		Number	Percent		Number	Percent		Number	Percent
Total <sup>1</sup>	3,630,956	187	#	2,384,000	164	#	1,033,557	0	0.0	213,399	23	#
Full-time staff	2,328,985	181	#	1,494,136	162	#	726,891	0	0.0	107,958	19	#
Primarily instruction	470,467	150	#	300,794	144	#	140,608	0	0.0	29,065	6	#
Instruction/research/public service	189,700	1	#	133,063	0	0.0	54,899	0	0.0	1,738	1	0.1
Primarily research	46,859	1	#	28,740	0	0.0	18,098	0	0.0	21	1	4.8
Primarily public service	15,773	1	#	10,732	0	0.0	4,962	0	0.0	79	1	1.3
Executive/administrative/managerial	218,038	23	#	106,219	18	#	92,315	0	0.0	19,504	5	#
Other professional (support/service)	621,393	2	#	407,200	0	0.0	181,222	0	0.0	32,971	2	#
Technical and paraprofessionals	154,578	0	0.0	111,787	0	0.0	40,425	0	0.0	2,366	0	0.0
Clerical and secretarial	356,236	1	#	219,309	0	0.0	117,136	0	0.0	19,791	1	#
Skilled crafts	59,609	1	#	44,952	0	0.0	14,475	0	0.0	182	1	0.5
Service/maintenance	196,332	1	#	131,340	0	0.0	62,751	0	0.0	2,241	1	#
Part-time staff	1,301,971	6	#	889,864	2	#	306,666	0	0.0	105,441	4	#
Primarily instruction	605,967	3	#	360,826	2	#	148,492	0	0.0	96,649	1	#
Instruction/research/public service	61,766	0	0.0	44,239	0	0.0	16,706	0	0.0	821	0	0.0
Primarily research	10,355	0	0.0	7,046	0	0.0	3,305	0	0.0	4	0	0.0
Primarily public service	6,580	0	0.0	5,119	0	0.0	1,441	0	0.0	20	0	0.0
Executive/administrative/managerial	7,740	2	#	3,717	0	0.0	3,437	0	0.0	586	2	0.3
Other professional (support/service)	99,597	1	#	70,403	0	0.0	27,278	0	0.0	1,916	1	0.1
Graduate assistants <sup>2</sup>	328,979	0	0.0	266,429	0	0.0	62,440	0	0.0	110	0	0.0
Technical and paraprofessionals	40,924	0	0.0	32,944	0	0.0	7,176	0	0.0	804	0	0.0
Clerical and secretarial	97,562	0	0.0	71,714	0	0.0	22,601	0	0.0	3,247	0	0.0
Skilled crafts	2,733	0	0.0	1,942	0	0.0	702	0	0.0	89	0	0.0
Service/maintenance	39,768	0	0.0	25,485	0	0.0	13,088	0	0.0	1,195	0	0.0
Degree-granting	3,561,428	164	#	2,362,483	164	#	1,023,397	0	0.0	175,548	0	0.0
Non-degree-granting	69,528	23	#	21,517	0	0.0	10,160	0	0.0	37,851	23	0.1
Staff (except those in medical schools)	3,285,913	187	#	2,186,940	164	#	885,574	0	0.0	213,399	23	#
Medical school employees	345,043	0	0.0	197,060	0	0.0	147,983	0	0.0	†	†	†

† Not applicable.

# Rounds to zero.

<sup>1</sup>Data are for all institutions and administrative offices.

<sup>2</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 2007-08, 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 2007

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)												
Total	3,630,956	814	#	2,384,000	164	#	1,033,557	627	0.1	213,399	23	#
Full-time staff	2,328,985	797	#	1,494,136	162	#	726,891	616	0.1	107,958	19	#
Faculty <sup>1</sup>	722,799	385	0.1	473,329	144	#	218,567	232	0.1	30,903	9	#
Executive/administrative/ managerial	218,038	95	#	106,219	18	#	92,315	72	0.1	19,504	5	#
Other professional (support/ service)	621,393	168	#	407,200	0	0.0	181,222	166	0.1	32,971	2	#
Technical and paraprofessionals	154,578	33	#	111,787	0	0.0	40,425	33	0.1	2,366	0	0.0
Clerical and secretarial	356,236	76	#	219,309	0	0.0	117,136	75	0.1	19,791	1	#
Skilled crafts	59,609	1	#	44,952	0	0.0	14,475	0	0.0	182	1	0.5
Service/maintenance	196,332	39	#	131,340	0	0.0	62,751	38	0.1	2,241	1	#
Part-time staff	1,301,971	17	#	889,864	2	#	306,666	11	#	105,441	4	#
Faculty <sup>1</sup>	684,668	11	#	417,230	2	#	169,944	8	#	97,494	1	#
Executive/administrative/ managerial	7,740	2	#	3,717	0	0.0	3,437	0	0.0	586	2	0.3
Other professional (support/ service)	99,597	1	#	70,403	0	0.0	27,278	0	0.0	1,916	1	0.1
Graduate assistants <sup>2</sup>	328,979	0	0.0	266,429	0	0.0	62,440	0	0.0	110	0	0.0
Technical and paraprofessionals	40,924	1	#	32,944	0	0.0	7,176	1	#	804	0	0.0
Clerical and secretarial	97,562	1	#	71,714	0	0.0	22,601	1	#	3,247	0	0.0
Skilled crafts	2,733	0	0.0	1,942	0	0.0	702	0	0.0	89	0	0.0
Service/maintenance	39,768	1	#	25,485	0	0.0	13,088	1	#	1,195	0	0.0
Men	1,674,034	433	#	1,097,902	128	#	478,949	304	0.1	97,183	1	#
Women	1,956,922	381	#	1,286,098	36	#	554,608	323	0.1	116,216	22	#
Degree-granting	3,561,428	791	#	2,362,483	164	#	1,023,397	627	0.1	175,548	0	0.0
Non-degree-granting	69,528	23	#	21,517	0	0.0	10,160	0	0.0	37,851	23	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>	149,392	90	0.1	85,035	12	#	54,554	78	0.1	9,803	0	0.0
Professional staff	104,335	77	0.1	59,529	12	#	37,872	65	0.2	6,934	0	0.0
Faculty <sup>1</sup>	50,041	34	0.1	31,044	11	#	17,410	23	0.1	1,587	0	0.0
Executive/administra- tive/managerial	9,327	13	0.1	3,907	1	#	4,501	12	0.3	919	0	0.0
Other professional (support/ service)	44,967	30	0.1	24,578	0	0.0	15,961	30	0.2	4,428	0	0.0
Nonprofessional staff	45,057	13	#	25,506	0	0.0	16,682	13	0.1	2,869	0	0.0
Technical and paraprofessionals	9,974	0	0.0	6,282	0	0.0	3,572	0	0.0	120	0	0.0
Clerical and secretarial	22,541	13	0.1	11,132	0	0.0	8,841	13	0.1	2,568	0	0.0
Skilled crafts	1,695	0	0.0	1,264	0	0.0	410	0	0.0	21	0	0.0
Service/maintenance	10,847	0	0.0	6,828	0	0.0	3,859	0	0.0	160	0	0.0

# Rounds to zero.

<sup>1</sup>Staff whose primary responsibility is instruction, research, and/or public service.

<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, 2007, 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, 2007. 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 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 2007-08, Human Resources component, Fall Staff section.

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, 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, contract length, and fringe benefit type.

### **Data Perturbation and Confidentiality**

IPEDS data are not collected under any pledge of confidentiality. However, NCES takes steps to protect potentially individually identifiable data in the IPEDS Human Resources, Graduation Rates, and Student Financial Aid data files. Thus these data files are subject to perturbation. Perturbation of the data is performed in such a manner that the totals and averages at the institutional level are not affected. The data files for the surveys noted above that are included in the Peer Analysis System are perturbed.

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 2007-08

[Salary amounts are in thousands of dollars]

Gender and academic rank	Total <sup>1</sup>			Public			Private not-for-profit			Private for-profit		
	Salary outlays	Imputed Amount	Imputed Percent	Salary outlays	Imputed Amount	Imputed Percent	Salary outlays	Imputed Amount	Imputed Percent	Salary outlays	Imputed Amount	Imputed Percent
9/10-month contract												
Total	\$33,543,020	\$10,062	#	\$22,977,715	\$0	0.0	\$10,529,965	\$10,062	0.1	\$35,340	\$0	0.0
Men	20,672,305	5,565	#	13,849,931	0	0.0	6,801,969	5,565	0.1	20,405	0	0.0
Professor	9,373,840	1,303	#	5,840,556	0	0.0	3,525,089	1,303	#	8,194	0	0.0
Associate	4,569,670	1,159	#	2,960,471	0	0.0	1,607,191	1,159	0.1	2,008	0	0.0
Assistant professor	3,627,606	2,175	0.1	2,422,654	0	0.0	1,202,699	2,175	0.2	2,253	0	0.0
Instructor	1,672,076	888	0.1	1,510,859	0	0.0	153,511	888	0.6	7,707	0	0.0
Lecturer	547,515	40	#	391,773	0	0.0	155,742	40	#	†	†	†
No academic rank	881,598	0	0.0	723,619	0	0.0	157,737	0	0.0	243	0	0.0
Women	12,870,715	4,497	#	9,127,784	0	0.0	3,727,996	4,497	0.1	14,935	0	0.0
Professor	3,155,981	264	#	2,045,648	0	0.0	1,106,394	264	#	3,939	0	0.0
Associate	2,984,174	545	#	1,954,995	0	0.0	1,027,240	545	0.1	1,939	0	0.0
Assistant professor	3,208,005	2,246	0.1	2,101,765	0	0.0	1,103,260	2,246	0.2	2,980	0	0.0
Instructor	1,966,348	1,406	0.1	1,751,946	0	0.0	208,728	1,406	0.7	5,675	0	0.0
Lecturer	608,942	37	#	447,189	0	0.0	161,753	37	#	†	†	†
No academic rank	947,265	0	0.0	826,242	0	0.0	120,621	0	0.0	403	0	0.0
11/12-month contract												
Total	7,053,287	14,111	0.2	4,298,274	13,157	0.3	1,922,994	954	#	832,019	0	0.0
Men	4,301,921	11,218	0.3	2,665,087	10,580	0.4	1,167,612	638	0.1	469,222	0	0.0
Professor	1,823,812	5,752	0.3	1,306,695	5,399	0.4	477,682	352	0.1	39,435	0	0.0
Associate	770,349	2,490	0.3	486,839	2,411	0.5	263,494	79	#	20,016	0	0.0
Assistant professor	540,150	2,696	0.5	321,859	2,549	0.8	205,505	146	0.1	12,786	0	0.0
Instructor	664,279	280	#	241,084	220	0.1	79,764	60	0.1	343,431	0	0.0
Lecturer	144,666	0	0.0	117,663	0	0.0	26,893	0	0.0	111	0	0.0
No academic rank	358,666	0	0.0	190,947	0	0.0	114,276	0	0.0	53,443	0	0.0
Women	2,751,365	2,893	0.1	1,633,187	2,577	0.2	755,382	316	#	362,797	0	0.0
Professor	558,226	471	0.1	379,245	391	0.1	160,141	80	#	18,840	0	0.0
Associate	516,426	1,043	0.2	322,842	943	0.3	180,022	99	0.1	13,562	0	0.0
Assistant professor	573,072	1,184	0.2	328,895	1,047	0.3	233,957	137	0.1	10,220	0	0.0
Instructor	675,099	196	#	315,495	196	0.1	84,963	0	0.0	274,641	0	0.0
Lecturer	121,930	0	0.0	95,729	0	0.0	25,895	0	0.0	306	0	0.0
No academic rank	306,612	0	0.0	190,981	0	0.0	70,402	0	0.0	45,229	0	0.0

† Not applicable.

# Rounds to zero.

<sup>1</sup>Although the Salaries section was applicable to degree-granting institutions except for those institutions at which all instructional faculty were part time, contributed their services, were in the military, or taught preclinical or clinical medicine, five degree-granting institutions reported not only their own data, but also data for two non-degree-granting institutions and three administrative offices because the data could not be separated by degree-granting status. The five 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.

SOURCE: U.S. Department of Education, National Center for Education Statistics, Integrated Postsecondary Education Data System (IPEDS), Winter 2007-08, 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 2007-08

[Expenditure amounts are in thousands of dollars]

Fringe benefit type	Total <sup>1</sup>			Public			Private not-for-profit			Private for-profit		
	Expenditures	Imputed Amount	Percent	Expenditures	Imputed Amount	Percent	Expenditures	Imputed Amount	Percent	Expenditures	Imputed Amount	Percent
9/10-month contract												
Retirement plans—vested within 5 years	\$2,270,070	\$370	#	\$1,386,587	\$0	0.0	\$882,784	\$370	#	\$700	\$0	0.0
Retirement plans—vested after 5 years	882,146	0	0.0	849,460	0	0.0	32,619	0	0.0	67	0	0.0
Medical/dental plans	3,336,957	680	#	2,473,546	0	0.0	861,294	680	0.1	2,117	0	0.0
Group life insurance	79,800	20	#	48,103	0	0.0	31,638	20	0.1	59	0	0.0
Other insurance benefits	47,445	0	0.0	32,727	0	0.0	14,632	0	0.0	86	0	0.0
Guaranteed disability income protection	80,064	30	#	48,829	0	0.0	31,188	30	0.1	47	0	0.0
Tuition plan	256,190	15	#	46,163	0	0.0	209,969	15	#	58	0	0.0
Housing plan	16,582	0	0.0	71	0	0.0	16,510	0	0.0	†	†	†
Social Security taxes	2,043,624	665	#	1,331,062	0	0.0	710,666	665	0.1	1,896	0	0.0
Unemployment compensation taxes	54,842	4	#	32,072	0	0.0	22,593	4	#	178	0	0.0
Worker's compensation taxes	189,655	82	#	129,663	0	0.0	59,849	82	0.1	144	0	0.0
Other benefits in kind with cash options	65,066	0	0.0	32,104	0	0.0	32,961	0	0.0	1	0	0.0
11/12-month contract												
Retirement plans—vested within 5 years	400,450	66	#	248,944	0	0.0	141,433	66	#	10,073	0	0.0
Retirement plans—vested after 5 years	182,734	0	0.0	166,899	0	0.0	10,958	0	0.0	4,878	0	0.0
Medical/dental plans	560,447	82	#	344,690	0	0.0	156,672	82	0.1	59,085	0	0.0
Group life insurance	19,184	1	#	10,958	0	0.0	6,058	1	#	2,168	0	0.0
Other insurance benefits	17,152	0	0.0	11,558	0	0.0	3,922	0	0.0	1,673	0	0.0
Guaranteed disability income protection	21,197	33	0.2	12,474	0	0.0	6,747	33	0.5	1,976	0	0.0
Tuition plan	35,629	6	#	6,290	0	0.0	24,168	6	#	5,171	0	0.0
Housing plan	6,893	0	0.0	26	0	0.0	6,856	0	0.0	10	0	0.0
Social Security taxes	404,408	70	#	231,362	0	0.0	121,923	70	0.1	51,123	0	0.0
Unemployment compensation taxes	17,908	0	0.0	5,027	0	0.0	5,312	0	0.0	7,570	0	0.0
Worker's compensation taxes	39,325	10	#	20,662	0	0.0	12,325	10	0.1	6,338	0	0.0
Other benefits in kind with cash options	14,385	0	0.0	9,539	0	0.0	4,558	0	0.0	288	0	0.0

† Not applicable.

# Rounds to zero.

<sup>1</sup>Although the Salaries section was applicable to degree-granting institutions except for those institutions at which all instructional faculty were part time, contributed their services, were in the military, or taught preclinical or clinical medicine, five degree-granting institutions reported not only their own data, but also data for two non-degree-granting institutions and three administrative offices because the data could not be separated by degree-granting status. The five 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 expenditures 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 2007-08, Human Resources component, Salaries section.

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## Appendix B: Glossary of IPEDS Terms

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

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

**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.

**four-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.

**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 faculty:** 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 faculty 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 their possession the necessary UserID and password to gain access to the Integrated Postsecondary Education Data System (IPEDS) data collection system to complete the survey. The keyholder is responsible for entering data and locking the site 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 faculty 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 (M.D. and/or 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 faculty 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.

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

**OPE:** Office of Postsecondary Education.

**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.

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

**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.

**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; faculty (instruction/research/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: faculty; 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:** 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).

**two-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.

**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 Integrated Postsecondary Education Data System (IPEDS) data collection system.