

Institution: Central Oregon Community College (208318)

User ID: P2083181

Overview

Human Resources Overview

Welcome to the IPEDS Human Resources (HR) survey component. This survey collects important information about your institution's staff.

Data Reporting Reminders

You must enter data on each displayed screen. If a screen is not applicable, you must enter at least one zero in a field on the screen.

Resources:

To download the survey materials for this component: [Survey Materials](#)

To access your prior year data submission for this component: [Reported Data](#)

If you have questions about completing this survey, please contact the **IPEDS Help Desk at 1-877-225-2568**.

Human Resources Screening Questions

Does your institution have any part-time staff?

If you answer **Yes** to this question, you will be provided the screens to report part-time staff.

Yes No

Does your institution have 15 or more full-time staff?

Yes No

Do ALL of the instructional staff at your institution fall into any of the following categories?

If you answer **Yes** to any of the questions below, **Part D** is **NOT** applicable to your institution and you will **NOT** be required to report data for **Part D**.

No Yes Are ALL of the instructional staff military personnel?

No Yes Do ALL of the instructional staff contribute their services (e.g., members of a religious order)?

No Yes Do ALL of the instructional staff teach pre-clinical or clinical medicine?

You may use the space below to provide context for the data you've reported above.

Institution: Central Oregon Community College (208318)

User ID: P2083181

Human Resources Screening Questions

Did your institution hire any full-time permanent staff who were included on the payroll of the institution between July 1 and October 31, 2011 either for the *first time* or *after a break in service* AND who were still on the payroll of the institution As of November 1, 2011? (Exclude persons who have returned from sabbatical leave OR full-time staff who are working less-than-9-month contracts/teaching periods and whose primary responsibility is instruction, research, and/or public service.)

If you answer Yes to this question and your institution has 15 or more full-time staff, you will be provided the screens to report full-time permanent new hires in the Fall Staff section (long version).

Yes

No

Part A - Employees by Assigned Position - Full-time staff
 Number of full-time staff by faculty status and primary function/occupational activity

Primary function/ occupational activity (mutually exclusive categories)	As of November 1, 2011				Total
	Tenured	Faculty status On tenure track	Not on tenure track/ no tenure system	Without faculty status	
Primarily instruction	63	34	14	0	111
Instruction/research/public service	0	0	0	0	0
Primarily instruction + Instruction/research/public service	63	34	14	0	111
Primarily research	0	0	0	0	0
Primarily public service	0	0	0	0	0
Primarily instruction + Instruction/research/public service + Primarily research + Primarily public service	63	34	14	0	111
Executive/administrative/managerial	0	0	0	45	45
Other professionals (support/service)	0	0	0	34	34
Technical and paraprofessionals				20	20
Clerical and secretarial				62	62
Skilled crafts				9	9
Service/Maintenance				25	25
Total full time	63	34	14	195	306
Total from prior year	60	31	18	185	294

Part B - Employees by Assigned Position - Part-time staff

Number of part-time staff by faculty status and primary function/occupational activity

Primary function/ occupational activity (mutually exclusive categories)	As of November 1, 2011 Faculty status			Without faculty status	Total
	<u>Tenured</u>	<u>On tenure track</u>	Not on tenure track/ no tenure system		
<u>Primarily instruction</u>			180		180
<u>Instruction/research/public service</u>					0
Primarily instruction + Instruction/research/public service	0	0	180	0	180
<u>Primarily research</u>					0
<u>Primarily public service</u>					0
Primarily instruction + Instruction/research/public service + Primarily research + Primarily public service	0	0	180	0	180
<u>Executive/administrative/managerial</u>				1	1
<u>Other professionals (support/service)</u>				16	16
<u>Technical and paraprofessionals</u>				6	6
<u>Clerical and secretarial</u>				12	12
<u>Skilled crafts</u>				0	0
<u>Service/Maintenance</u>				5	5
Total part time	0	0	180	40	220
Total from prior year			180	36	216

Part C - Employees by Assigned Position - Total number of staff**Total number of staff by employment status and primary function/occupational activity****As of November 1, 2011**

Primary function/occupational activity	Full-time	Full-time py	Part-time	Part-time py	Total
<u>Primarily instruction</u>	111	109	180	180	291
<u>Instruction/research/public service</u>	0		0		0
Primarily instruction + Instruction/research/public service	111	109	180	180	291
<u>Primarily research</u>	0		0		0
<u>Primarily public service</u>	0		0		0
Primarily instruction + Instruction/research/public service + Primarily research + Primarily public service	111	109	180	180	291
<u>Executive/administrative/managerial</u>	45	39	1	1	46
<u>Other professionals (support/service)</u>	34	32	16	11	50
<u>Technical and paraprofessionals</u>	20	20	6	6	26
<u>Clerical and secretarial</u>	62	62	12	13	74
<u>Skilled crafts</u>	9	10	0		9
<u>Service/Maintenance</u>	25	22	5	5	30
Grand total	306	294	220	216	526

Part D - Salaries - Full-time instructional staff by contract length/teaching period - Headcount

Number of full-time instructional staff by contract length/teaching period, gender, and academic rank As of November 1, 2011

Gender and academic rank	Less-than-9-month	9/10-month	11/12-month	Total
Men				
Professors		16		16
Associate professors		15		15
Assistant professors		18		18
Instructors		9		9
Lecturers				0
No academic rank				0
Total men	0	58	0	58
Total men from prior year		55		
Women				
Professors		17		17
Associate professors		11		11
Assistant professors		20		20
Instructors		5		5
Lecturers				0
No academic rank				0
Total women	0	53	0	53
Total women from prior year		54		
Total (men + women)	0	111	0	111
Total from EAP				111
Total from prior year (Salaries section)		109		109

Part E - Salaries - Full-time instructional staff on 9/10-month contracts/teaching periods - Salary outlays

Salaries of full-time instructional staff on 9/10-month contracts/teaching periods by gender and academic rank As of November 1, 2011

Gender and academic rank	Total from Part D (Headcount screen)	Salary outlays	Average salary	Prior year Average salary
Men				
Professors	16	1,196,284	74,768	74,097
Associate professors	15	975,075	65,005	63,243
Assistant professors	18	863,018	47,945	47,725
Instructors	9	374,661	41,629	42,949
Lecturers				
No academic rank				
Total men	58	3,409,038	58,777	58,932
Women				
Professors	17	1,267,433	74,555	73,549
Associate professors	11	680,459	61,860	62,496
Assistant professors	20	959,710	47,986	51,036
Instructors	5	212,105	42,421	41,545
Lecturers				
No academic rank				
Total women	53	3,119,707	58,862	58,452
Total (men + women)	111	6,528,745	58,818	58,694

Part G - Fall Staff - Full-time instruction/research/public service staff - Not on tenure track/no tenure system

Number of full-time staff with faculty status who are Not on tenure track and whose primary responsibility is instruction, research, and/or public service OR number of full-time staff whose primary responsibility is instruction, research, and/or public service and who work at an institution with No tenure system by academic rank, gender, and race/ethnicity

As of November 1, 2011

- Report Hispanic/Latino individuals of any race as Hispanic/Latino
- Report race for non-Hispanic/Latino individuals only

Gender and race/ethnicity	Professors	Associate professors	Assistant professors	Instructors	Lecturers	No academic rank	Total
Men							
Nonresident alien							0
Hispanic/Latino				1			1
American Indian or Alaska Native							0
Asian							0
Black or African American				1			1
Native Hawaiian or Other Pacific Islander							0
White				6			6
Two or more races							0
Race and ethnicity unknown				1			1
Total men		0	0	0	9	0	0
Women							
Nonresident alien							0
Hispanic/Latino							0
American Indian or Alaska Native							0
Asian							0
Black or African American							0

Part G - Fall Staff - Full-time instruction/research/public service staff - Without faculty status

Number of full-time staff Without faculty status whose primary responsibility is instruction, research, and/or public service by gender and race/ethnicity

As of November 1, 2011

•Report Hispanic/Latino individuals of any race as Hispanic/Latino

•Report race for non-Hispanic/Latino individuals only

Gender and race/ethnicity	Total
Men	
<u>Nonresident alien</u>	<input type="text"/>
<u>Hispanic/Latino</u>	<input type="text"/>
<u>American Indian or Alaska Native</u>	<input type="text"/>
<u>Asian</u>	<input type="text"/>
<u>Black or African American</u>	<input type="text"/>
<u>Native Hawaiian or Other Pacific Islander</u>	<input type="text"/>
<u>White</u>	<input type="text"/>
<u>Two or more races</u>	<input type="text"/>
<u>Race and ethnicity unknown</u>	<input type="text" value="0"/>
Total men	0
Women	
<u>Nonresident alien</u>	<input type="text"/>
<u>Hispanic/Latino</u>	<input type="text"/>
<u>American Indian or Alaska Native</u>	<input type="text"/>
<u>Asian</u>	<input type="text"/>
<u>Black or African American</u>	<input type="text"/>
<u>Native Hawaiian or Other Pacific Islander</u>	<input type="text"/>
<u>White</u>	<input type="text"/>
<u>Two or more races</u>	<input type="text"/>
<u>Race and ethnicity unknown</u>	<input type="text" value="0"/>
Total women	0

Total (men+women)	0
Total from EAP	0

Part G - Fall Staff - Full-time instruction/research/public service staff - Totals

Total number of full-time staff whose primary responsibility is instruction, research, and/or public service by gender and race/ethnicity

As of November 1, 2011

	Total men	Total women	Total (men+women)
<u>Nonresident alien</u>	0	0	0
<u>Hispanic/Latino</u>	1	1	2
<u>American Indian or Alaska Native</u>	0	0	0
<u>Asian</u>	2	1	3
<u>Black or African American</u>	1	0	1
<u>Native Hawaiian or Other Pacific Islander</u>	0	0	0
<u>White</u>	48	47	95
<u>Two or more races</u>	0	0	0
<u>Race and ethnicity unknown</u>	6	4	10
Total	58	53	111

Native Hawaiian or Other Pacific Islander									
White	19	17	6	55	1	2			100
Two or more races									0
Race and ethnicity unknown	2	3		1					6
Total women		21	21	6	59	1	3		111
Total (men+women)		45	34	20	62	9	25		195
Total from EAP		45	34	20	62	9	25		195

Part J - Fall Staff - Part-time professional staff

Number of part-time staff by primary function/occupational activity, gender, and race/ethnicity

As of November 1, 2011

•Report Hispanic/Latino individuals of any race as Hispanic/Latino

•Report race for non-Hispanic/Latino individuals only

Gender and race/ethnicity	Staff whose primary responsibility is instruction, research, and/or public service	Executive/administrative/managerial	Other professionals (support/service)
Men			
Nonresident alien			
Hispanic/Latino	2		
American Indian or Alaska Native	1		
Asian	1		
Black or African American			
Native Hawaiian or Other Pacific Islander			
White	74		1
Two or more races			
Race and ethnicity unknown	2		2
Total men	80	0	3
Women			
Nonresident alien			
Hispanic/Latino			4
American Indian or Alaska Native	2		
Asian	2		
Black or African American			
Native Hawaiian or Other Pacific Islander			
White	89	1	8
Two or more races			
Race and ethnicity unknown	7		1

Total women	100	1	13
Total (men+women)	180	1	16
Total from EAP	180	1	16

Part J - Fall Staff - Part-time non-professional staff

Number of part-time staff by primary function/occupational activity, gender, and race/ethnicity

As of November 1, 2011

•Report Hispanic/Latino individuals of any race as Hispanic/Latino

•Report race for non-Hispanic/Latino individuals only

Gender and race/ethnicity	Technical and paraprofessionals	Clerical and secretarial	Skilled crafts	Service/Maintenance
Men				
Nonresident alien				
Hispanic/Latino				
American Indian or Alaska Native				
Asian				
Black or African American				
Native Hawaiian or Other Pacific Islander				
White	1	1		4
Two or more races				
Race and ethnicity unknown	1			
Total men	2	1	0	4
Women				
Nonresident alien				
Hispanic/Latino				
American Indian or Alaska Native				
Asian				
Black or African American				
Native Hawaiian or Other Pacific Islander				

White	4	10		1
Two or more races				
Race and ethnicity unknown		1		
Total women	4	11	0	1
Total (men+women)	6	12	0	5
Total from EAP	6	12	0	5

Part K - Fall Staff - Total number of staff**Total number of staff by employment status, gender, and race/ethnicity****As of November 1, 2011**

Gender and race/ethnicity	Full-time men	Full-time women	Part-time men	Part-time women	Total men	Total women
<u>Nonresident alien</u>	0	0	0	0	0	0
<u>Hispanic/Latino</u>	4	3	2	4	6	7
<u>American Indian or Alaska Native</u>	0	1	1	2	1	3
<u>Asian</u>	2	3	1	2	3	5
<u>Black or African American</u>	3	0	0	0	3	0
<u>Native Hawaiian or Other Pacific Islander</u>	0	0	0	0	0	0
<u>White</u>	118	147	81	113	199	260
<u>Two or more races</u>	0	0	0	0	0	0
<u>Race and ethnicity unknown</u>	15	10	5	9	20	19
Grand total	142	164	90	130	232	294

Part L - Fall Staff - New hires - Full-time instruction/research/public service staff - Faculty status

Number of full-time permanent new hires whose primary responsibility is instruction, research, and/or public service by faculty status, gender, and race/ethnicity

(Hired full time between July 1 and October 31, 2011 and still on payroll of the institution as of November 1, 2011)

•Report Hispanic/Latino individuals of any race as Hispanic/Latino

•Report race for non-Hispanic/Latino individuals only

Gender and race/ethnicity	Faculty status			Without faculty status	Total
	Tenured	On tenure track	Not on tenure track/ no tenure system		
Men					
Nonresident alien					0
Hispanic/Latino			1		1
American Indian or Alaska Native					0
Asian					0
Black or African American					0
Native Hawaiian or Other Pacific Islander					0
White		1	1		2
Two or more races					0
Race and ethnicity unknown		4	1		5
Total men	0	5	3	0	8
Women					
Nonresident alien					0
Hispanic/Latino		1			1
American Indian or Alaska Native					0
Asian					0
					0

Black or African American					
Native Hawaiian or Other Pacific Islander					0
White	0	2	1		3
Two or more races					0
Race and ethnicity unknown		3			3
Total women	0	6	1	0	7
Total (men+women)	0	11	4	0	15

Part L - Fall Staff - New hires - Totals**Total number of full-time permanent new hires by gender and race/ethnicity****(Hired full time between July 1 and October 31, 2011 and still on payroll of the institution as of November 1, 2011)**

	Total men	Total women	Total (men+women)
<u>Nonresident alien</u>	0	0	0
<u>Hispanic/Latino</u>	3	2	5
<u>American Indian or Alaska Native</u>	0	0	0
<u>Asian</u>	0	0	0
<u>Black or African American</u>	0	0	0
<u>Native Hawaiian or Other Pacific Islander</u>	0	0	0
<u>White</u>	6	14	20
<u>Two or more races</u>	0	0	0
<u>Race and ethnicity unknown</u>	8	6	14
Grand total	17	22	39

Institution: Central Oregon Community College (208318)

User ID: P2083181

Human Resources Survey Evaluation

Were any staff members difficult to categorize? If so, please explain in the box below.

Summary

Human Resources Component Summary (Applicable to Degree-granting institutions and Related Administrative Offices)

IPEDS collects important information regarding your institution. All data reported in IPEDS survey components become available in the IPEDS Data Center and appear as aggregated data in various Department of Education reports. Additionally, some of the reported data appears specifically for your institution through the College Navigator website and is included in your institution's Data Feedback Report (DFR). The purpose of this summary is to provide you an opportunity to view some of the data that, when accepted through the IPEDS quality control process, will appear on the College Navigator website and/or your DFR. College Navigator is updated approximately three months after the data collection period closes and Data Feedback Reports will be available through the ExPT and sent to your institution's CEO in November 2012.

Please review your data for accuracy. If you have questions about the data displayed below after reviewing the data reported on the survey screens, please contact the IPEDS Help Desk at: 1-877-225-2568 or ipedshelp@rti.org.

Number of staff by employment status and primary function/occupational activity: Fall 2011

Primary function/occupational activity	Reported values		FTE staff
	Number of full-time staff	Number of part-time staff	
Total number of staff	306	220	379
Professional staff	190	197	256
Staff whose primary responsibility is instruction, research, and/or public service	111	180	171
Primary instruction	111	180	171
Instruction/research/public service	0	0	0
Primarily research	0	0	0
Primarily public service	0	0	0
Executive/administrative/managerial	45	1	45
Other professionals (support/service)	34	16	39
Non-professional staff	116	23	124
Technical and paraprofessional	20	6	22
Clerical/secretarial	62	12	66
Skilled crafts	9	0	9
Service/Maintenance	25	5	27

NOTE: Full-time-equivalent (FTE) staff is calculated by summing the total number of full-time staff from the Employees by Assigned Position (EAP) section of the IPEDS HR component and adding one-third of the total number of part-time staff from the EAP section. Graduate assistants are not included in the above figures. Many of the FTE figures are included in the DFR.

Salaries of full-time instructional staff by contract length and academic rank: Academic year 2011-12

**Salaries of full-time instructional staff by contract length and academic rank:
Academic year 2011-12**

Academic rank	Reported values				Equated 9-month	
	Full-time instructional staff on 9/10-month contracts		Full-time instructional staff on 11/12-month contracts			
	Number of staff	Salary outlays	Number of staff	Salary outlays	Number of staff	Average salaries
All Ranks	111	\$6,528,745			111	\$58,818
Professor	33	\$2,463,717			33	\$74,658
Associate professor	26	\$1,655,534			26	\$63,674
Assistant professor	38	\$1,822,728			38	\$47,967
Instructor	14	\$586,766			14	\$41,912
Lecturer						
No academic rank						

NOTE: The above data are based on the Salaries section of the IPEDS HR component. The number of equated 9-month full-time instructional staff is the sum of staff on 9/10-month and 11/12-month contracts. The equated 9-month average salaries of full-time instructional staff (by rank) are calculated by multiplying the salary outlays (by rank) for staff on 11/12-month contracts by 0.8182 then adding the salary outlays (by rank) for staff on 9/10-month contracts. The resulting sum is then divided by the number of equated 9-month full-time instructional staff (by rank) to determine an average salary for each rank. Salaries of full-time instructional staff on less-than-9-month contracts are not collected. Also, salaries of medical school staff are not collected. The equated 9-month average salaries are included in the DFR.

Edit Report

Human Resources

Institution: Central Oregon Community College (208318)

Source	Description	Severity	Resolved	Options
Screen: On track				
Screen Entry	The percent of staff (men + women) whose race/ethnicity is unknown is greater than expected. Please correct your data or explain. (Error #1302)	Explanation	Yes	Back to survey data
Reason: We collect the data provided by all new employees on a new employee form that includes all basic personal data including race/ethnicity. If an employee chooses not to complete that question, they are entered as unknown in our system. We had huge growth this year and are number of new employees is unusually high and thus the percentage of those not responded is greater.				
Screen: By tenure				
Screen Entry	The percent of staff (men + women) whose race/ethnicity is unknown is greater than expected. Please correct your data or explain. (Error #1302)	Explanation	Yes	Back to survey data
Reason: We collect the data provided by all new employees on a new employee form that includes all basic personal data including race/ethnicity. If an employee chooses not to complete that question, they are entered as unknown in our system. We had huge growth this year and are number of new employees is unusually high and thus the percentage of those not responded is greater.				
Screen: By position				
Screen Entry	The percent of staff (men + women) whose race/ethnicity is unknown is greater than expected. Please correct your data or explain. (Error #1302)	Explanation	Yes	Back to survey data
Reason: We collect the data provided by all new employees on a new employee form that includes all basic personal data including race/ethnicity. If an employee chooses not to complete that question, they are entered as unknown in our system. We had huge growth this year and are number of new employees is unusually high and thus the percentage of those not responded is greater.				

