

Institution: Umpqua Community College (210270)

User ID: P2102701

Overview

Human Resources Overview

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

Data Reporting Reminders

- Report each employee only once. If an employee could be coded in more than one occupation, code the employee in the occupation that requires the highest level of skill OR if there is no measurable difference in skill requirements, code the employee in the occupation in which they spend the most time.
- Report staff members difficult to categorize in the "Human Resources Survey Evaluation" box at the end of the survey.
- Enter data on each displayed screen. If a screen is not applicable, enter at least one zero in a field on the screen and save before continuing.
- When reporting salary data (applicable to degree-granting institutions only) include all full-time, non-medical school, instructional staff - both with and without faculty status.

See the instructions for the **Key Reporting Concepts** section -- basic reporting concepts that will assist you in completing the Human Resources survey component.

Resources:

- To download the survey materials for this component: [Survey Materials](#)
- To access your prior year data submission for this component: [Reported Data](#)
- All staff must now be reported using the new IPEDS occupational categories, which align with the 2010 Standard Occupational Classification (SOC) codes. Additional information and resources can be found in the [IPEDS HR/SOC Information Center](#), including general information about the SOC, the IPEDS/SOC crosswalk, a SOC Browse Tool, frequently asked questions, and web tutorials.

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, you will **NOT** be required to report **Part G - Salaries** for instructional staff. However, Part G will still be required for reporting data for full-time non-instructional staff.*

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)?

The reporting of data by gender AND race/ethnicity is optional this year as it is in even-numbered years.

Do you wish to report data by gender AND race/ethnicity this year?

If you answer **No**, screens to report data by employment status (full-time and part-time) and occupational category will be displayed.

If you answer **Yes**, screens to report data by employment status (full-time and part-time), occupational category, and gender AND race/ethnicity will be displayed and you must complete all applicable screens.

No, I will not report data by gender and race/ethnicity this year

Yes, I will report data by gender and race/ethnicity this year

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

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Human Resources Screening Questions

Does your institution have a tenure system?

*If you answer **Yes** to this question, you will be provided the screens to report some data by tenure status.*

Yes No

Does your institution have graduate assistants?

*If you answer **Yes** to this question, you will be provided the screens to report graduate assistants.*

Yes No

Did your institution hire any **full-time permanent staff** who were included on the payroll of the institution between **July 1 and October 31, 2014** 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, 2014**? (Exclude persons who have returned from sabbatical leave and full-time instructional staff who are working less-than-9-month contracts.)

*If you answer **Yes** to this question, you will be provided the screens to report **full-time permanent new hires in Part H**.*

Yes No

Part A1 - Full-time Instructional Staff by Academic Rank and Tenure Status - Multi-Year Contract

Number of [Full-time Instructional Staff](#)
 With [Faculty Status](#)
[Not on Tenure Track](#) - [Multi-Year or Continuing or At-will Contract](#)

As of November 1, 2014

- Report Hispanic/Latino individuals of any race as Hispanic/Latino
- Report race for non-Hispanic/Latino individuals only
- Include both Primarily Instruction and Instruction Combined with Research and/or Public Service

Men

Gender and race/ethnicity	<u>Academic Rank</u>					No academic rank	Total
	Professors	professors	professors	Instructors	Lecturers		
<u>Nonresident alien</u>							0
<u>Hispanic/Latino</u>							0
<u>American Indian or Alaska Native</u>							0
<u>Asian</u>							0
<u>Black or African American</u>				1			1
<u>Native Hawaiian or Other Pacific Islander</u>							0
<u>White</u>				15			15
<u>Two or more races</u>				4			4
<u>Race and ethnicity unknown</u>				4			4
Total men	0	0	0	24	0	0	24

Women

Gender and race/ethnicity	<u>Academic Rank</u>					No academic rank	Total
	Professors	professors	professors	Instructors	Lecturers		
Nonresident alien							0
Hispanic/Latino							0
American Indian or Alaska Native							0
Asian							0
Black or African American							0
							0

Native Hawaiian or Other Pacific Islander				18			18
White				3			3
Two or more races				2			2
Race and ethnicity unknown				23	0	0	23
Total women	0	0	0	47	0	0	47
Total (men+women)	0	0	0	47	0	0	47
Total from prior year							50

Native Hawaiian or Other Pacific Islander				3			3
White							0
Two or more races				1			1
Race and ethnicity unknown							
Total women	0	0	0	4	0	0	4
Total (men+women)	0	0	0	10	0	0	10
Total from prior year							11

Part A1 - Full-time Instructional Staff by Academic Rank and Tenure Status - Less-Than-Annual Contract

Number of [Full-time Instructional Staff](#)
 With [Faculty Status](#)
[Not on Tenure Track](#) - [Less-than-annual Contract](#)

As of November 1, 2014

- Report Hispanic/Latino individuals of any race as Hispanic/Latino
- Report race for non-Hispanic/Latino individuals only
- Include both Primarily Instruction and Instruction Combined with Research and/or Public Service

Men

Race/ethnicity	Academic Rank					No academic rank	Total
	Professors	professors	professors	Instructors	Lecturers		
<u>Nonresident alien</u>						0	0
<u>Hispanic/Latino</u>							0
<u>American Indian or Alaska Native</u>							0
<u>Asian</u>							0
<u>Black or African American</u>							0
<u>Native Hawaiian or Other Pacific Islander</u>							0
<u>White</u>							0
<u>Two or more races</u>							0
<u>Race and ethnicity unknown</u>							0
Total men	0	0	0	0	0	0	0

Women

Race/ethnicity	Academic Rank					No academic rank	Total
	Professors	professors	professors	Instructors	Lecturers		
Nonresident alien						0	0
Hispanic/Latino							0
American Indian or Alaska Native							0
Asian							0
Black or African American							0
							0

Native Hawaiian or Other Pacific Islander							0
White							0
Two or more races							0
Race and ethnicity unknown							0
Total women	0	0	0	0	0	0	0
Total (men+women)	0	0	0	0	0	0	0
Total from prior year							

Part A1 - Full-time Instructional Staff - Without Faculty Status

Number of [Full-time Instructional Staff](#)

Without Faculty Status

As of November 1, 2014

- Report Hispanic/Latino individuals of any race as Hispanic/Latino
- Report race for non-Hispanic/Latino individuals only
- Include both Primarily Instruction and Instruction Combined with Research and/or Public Service

Men

Race/ethnicity	Without Faculty Status
<u>Nonresident alien</u>	0
<u>Hispanic/Latino</u>	
<u>American Indian or Alaska Native</u>	
<u>Asian</u>	
<u>Black or African American</u>	
<u>Native Hawaiian or Other Pacific Islander</u>	
<u>White</u>	
Two or more races	
<u>Race and ethnicity unknown</u>	
Total men	0

Women

Race/ethnicity	Without Faculty Status
Nonresident alien	0
Hispanic/Latino	
American Indian or Alaska Native	
Asian	
Black or African American	
Native Hawaiian or Other Pacific Islander	
White	
Two or more races	
Race and ethnicity unknown	
Total women	0

Total (men+women) 0

Total from prior year

Part A2 - Full-time Instructional Staff by Function

Number of [Full-time Instructional Staff](#)

As of November 1, 2014

•Report Primarily Instruction and Instruction Combined with Research and Public Service separately, as indicated below.

	With Faculty Status			Without Faculty status	Total
	<u>Multi-year, continuing, or at-will contract</u>	<u>Annual contract</u>	<u>Less-than-annual contract</u>		
<u>Instructional staff</u>	47	10	0	0	57
Total carried forward from previous screens	47	10	0	0	57
<u>Primarily Instruction</u>	47	10	0	0	57
<input checked="" type="checkbox"/> Exclusively credit	44	9			53
<input checked="" type="checkbox"/> Exclusively not-for-credit	3	1			4
Combined credit/not-for-credit					0
<u>Instruction/research/public service staff</u>					0

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Part A3 - Full-time Instructional Staff - Totals

Total number of Full-time Instructional Staff

As of November 1, 2014

Race/ethnicity	Total men	Total women	Total (men+women)
Nonresident alien	0	0	0
Hispanic/Latino	0	0	0
American Indian or Alaska Native	0	0	0
Asian	0	0	0
Black or African American	1	0	1
Native Hawaiian or Other Pacific Islander	0	0	0
White	19	21	40
Two or more races	5	3	8
Race and ethnicity unknown	5	3	8
Total	30	27	57
Total from prior year			61

Part B1 - Full-time Non-instructional Staff by Occupational Category

Number of Full-time Non-instructional Staff

by Occupational Category

As of November 1, 2014

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

Men

Race/ethnicity	<u>Instructional Staff</u> (carried forward from Part A)	<u>Research staff</u>	<u>Public Service staff</u>
<u>Nonresident alien</u>	0		
<u>Hispanic/Latino</u>	0		
<u>American Indian or Alaska Native</u>	0		
<u>Asian</u>	0		
<u>Black or African American</u>	1		
<u>Native Hawaiian or Other Pacific Islander</u>	0		
<u>White</u>	19		
Two or more races	5		
<u>Race and ethnicity unknown</u>	5		
Total men	30	0	0

Women

Race/ethnicity	<u>Instructional Staff</u> (carried forward from Part A)	<u>Research staff</u>	<u>Public Service staff</u>
Nonresident alien	0		0
Hispanic/Latino	0		
American Indian or Alaska Native	0		
Asian	0		
Black or African American	0		
Native Hawaiian or Other Pacific Islander	0		
White	21		
Two or more races	3		
Race and ethnicity unknown	3		
Total women	27	0	0
Total (men+women)	57	0	0
Total from prior year	61	1	

Part B1 - Full-time Non-instructional Staff by Occupational Category

Number of [Full-time](#) Non-instructional Staff

by Occupational Category

As of November 1, 2014

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

Men

Race/ethnicity	Archivists, Curators, and Museum Technicians 25-4010	LibrariansLibrary 25-4020	Technicians 25-4030	<input checked="" type="checkbox"/> Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000
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Nonresident alien				
Hispanic/Latino				
American Indian or Alaska Native				
Asian				
Black or African American				
Native Hawaiian or Other Pacific Islander				
White				
Two or more races				
Race and ethnicity unknown				1
Total men	0	0	0	1

Women

Race/ethnicity	Archivists, Curators, and Museum Technicians 25-4010	LibrariansLibrary 25-4020	Technicians 25-4030	Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000
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Nonresident alien				
Hispanic/Latino				
American Indian or Alaska Native				

Asian				
Black or African American				
Native Hawaiian or Other Pacific Islander				
White		2		2
Two or more races				
Race and ethnicity unknown	1			
Total women	0	1	2	2
Total (men+women)	0	1	2	3
Total from prior year	1	2		3

Part B1 - Full-time Non-instructional Staff by Occupational Category

Number of Full-time Non-instructional Staff

by Occupational Category

As of November 1, 2014

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

Men

Race/ethnicity	<u>Management Occupations</u> 11-0000	<u>Business and Financial Operations Occupations</u> 13-0000	<u>Computer, Engineering, and Science Occupations</u> 15-0000 + 17-0000 + 19-0000	<u>Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations</u> 21-0000 + 23-0000 + 27-0000	<u>Healthcare Practitioners and Technical Occupations</u> 29-0000
<u>Nonresident alien</u>					
<u>Hispanic/Latino American</u>	1				
<u>Indian or Alaska Native</u>					
<u>Asian</u>					
<u>Black or African American</u>					
<u>Native Hawaiian or Other Pacific Islander</u>					
<u>White</u>	11		7		
<u>Two or more races</u>	1		1		
<u>Race and ethnicity unknown</u>	2		1		
Total men	15	0	9	0	0

Women

Race/ethnicity

<u>Management Occupations and</u>	<u>Business and</u>	<u>Computer, Engineering, and Science Occupations</u>	<u>Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations</u>	<u>Healthcare Practitioners and Technical Occupations</u>
11-0000	<u>Financial Operations Occupations</u>	15-0000 + 17-0000 + 19-0000	21-0000 + 23-0000 + 27-0000	29-0000
	13-0000			

Nonresident
alien

Hispanic/Latino

American 1

Indian or
Alaska Native

Asian

Black or 1

African

American

Native

Hawaiian or

Other Pacific

Islander

White 22 5 4

Two or more 2

rac

Race and 4 1

ethnicity

unknown

Total women 30 6 4 0 0

Total 45 6 13 0 0

(men+women)

Total from 41 8 12

prior year

Part B1 - Full-time Non-instructional Staff by Occupational Category

Number of [Full-time](#) Non-instructional Staff
 by Occupational Category

As of November 1, 2014

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

Men

Race/ethnicity	Service Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	Sales and Related Occupations 41-0000	Office and Administrative Support Occupations 43-0000	Natural Resources, Construction, and Maintenance Occupations 45-0000 + 47-0000 + 49- 0000	Production, Transportation, and Material Moving Occupations 51-0000 + 53- 0000	Grand Total (All full -time staff)
<u>Nonresident alien</u>						0
<u>Hispanic/Latino American</u>						0
<u>Indian or Alaska Native</u>						1
<u>Asian</u>						0
<u>Black or African American</u>						1
<u>Native Hawaiian or Other Pacific Islander</u>						0
<u>White</u>	11		7			55
<u>Two or more races</u>	5		1			13
<u>Race and ethnicity unknown</u>	2					11
Total men	18	0	8	0	0	81

Women

Race/ethnicity [Service Occupations](#)

31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	<u>Sales and Related Occupations</u> 41-0000	<u>Office and Administrative Support Occupations</u> 43-0000	<u>Natural Resources, Construction, and Maintenance Occupations</u> 45-0000 + 47-0000 + 49- -0000	<u>Production, Transportation, and Material Moving Occupations</u> 51-0000 + 53- 0000	Grand Total (All full -time staff)
Nonresident alien					0
Hispanic/Latino American Indian or Alaska Native		1			1
Asian					0
Black or African American Native					1
Hawaiian or Other Pacific Islander					0
White	11	45			112
Two or more races	2	4			11
Race and ethnicity unknown	2	3			14
Total women	15	0	53	0	140
Total (men+women)	33	0	61	0	221
Total from prior year	33		56		218

Part B2 - Full-time Non-instructional Staff by Occupational Category and Contract Length

Number of [Full-time](#) Non-instructional Staff

As of November 1, 2014

Occupational category	With Faculty Status			Without Faculty status	Total
	<u>Multi-year, continuing, or -will contract</u>	<u>Annual contract</u>	<u>Less-than-annual contract</u>		
<u>Research staff</u>					0
<u>Public Service staff</u>					0
<u>Archivists, Curators, and Museum Technicians</u>					0
25-4010					
<u>Librarians</u>		1			1
25-4020					
<u>Library Technicians</u>				2	2
25-4030					
<u>Student and Academic Affairs and Other Education Services Occupations</u>	3				3
25-2000 + 25-3000 + 25-9000					
<u>Management Occupations</u>				45	45
11-0000					
<u>Business and Financial Operations Occupations</u>				6	6
13-0000					
<u>Computer, Engineering, and Science Occupations</u>				13	13
15-0000 + 17-0000 + 19-0000					
<u>Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations</u>					0
21-0000 + 23-0000 + 27-0000					
<u>Healthcare Practitioners and Technical Occupations</u>					0
29-0000					
Total	3	1	0	66	70
Total from prior year	2	2		64	68

Part C - Full-time Summary

Summary of Full-time Staff

As of November 1, 2014

•Data will not be generated on this screen until the relevant screens in the previous section have been completed.

Occupational category	With Faculty Status			Without Faculty status	Total
	Multi-year, continuing, or at-will contract	Annual contract	Less-than-annual contract		
Primarily Instruction	47	10	0	0	57
Exclusively credit	44	9			53
Exclusively not-for-credit	3	1			4
Combined credit/not-for-credit					0
Instruction/research/public service staff					0
Research staff					0
Public Service staff					0
Archivists, Curators, and Museum Technicians					0
25-4010 Librarians		1			1
25-4020 Library Technicians				2	2
25-4030 Student and Academic Affairs and Other Education Services Occupations	3				3
25-2000 + 25-3000 + 25-9000 Management Occupations				45	45
11-0000 Business and Financial Operations Occupations				6	6
13-0000 Computer, Engineering, and Science Occupations				13	13
15-0000 + 17-0000 + 19-0000 Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations					0
21-0000 + 23-0000 + 27-0000					

Healthcare Practitioners and Technical Occupations 29-0000	0
Service Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	33
Sales and Related Occupations 41-0000	0
Office and Administrative Support Occupations 43-0000	61
Natural Resources, Construction, and Maintenance Occupations 45-0000 + 47-0000 + 49-0000	0
Production, Transportation, and Material Moving Occupations 51-0000 + 53-0000	0
Total	221

Part G - Salaries Worksheet

Number of [Full-time Instructional Staff](#)

For Calculation of Total Number of Months

Annual Salary, 2014-15

- Report the number of instructional staff based on the number of months to be worked
- Months reported should correspond with the number of months that staff worked (which may differ from the number of months over which they are paid)
- Include ONLY full-time instructional staff
- Include instructional staff *with* faculty status and *without* faculty status
- Include instructional staff regardless of tenure status
- Balance column should include instructional staff whose annual salary covers less than 9 months worked

Gender and academic rank	<input checked="" type="checkbox"/> 12 months	<input checked="" type="checkbox"/> 11 months	<input checked="" type="checkbox"/> 10 months	<input checked="" type="checkbox"/> 9 months	<input checked="" type="checkbox"/> Total Staff for Salary reporting	<input checked="" type="checkbox"/> Total Number of Months	Total full-time instructional staff from Part A	<input checked="" type="checkbox"/> Balance (All other full-time instructional staff)
Men								
Professors					0	0		
Associate professors					0	0		
Assistant professors					0	0		
Instructors				30	30	270		
Lecturers					0	0		
No academic rank					0	0		
Total men	0	0	0	30	30	270	30	0

Women								
Professors					0	0		
Associate professors					0	0		
Assistant professors					0	0		
Instructors				27	27	243		
Lecturers					0	0		
					0	0		

No academic rank								
Total women	0	0	0	27	27	243	27	0
Total (men + women)	0	0	0	57	57	513	57	0

Part G - Salary outlays for instructional staff

Salary Outlays

for [Full-time Instructional Staff](#)

Annual Salary Outlays, 2014-15

•Report the TOTAL ANNUAL salary outlays for the full-time instructional staff reported in the 12 months, 11 months, 10 months, and 9 months columns on the previous screen

Gender and academic rank	Total staff for salary reporting (from Part G, screen 1)	Total Number of Months (from Part G, screen 1)	<input checked="" type="checkbox"/> Total Annual Salary Outlays	<input checked="" type="checkbox"/> Weighted Average Monthly Salaries
Men				
Professors	0	0		
Associate professors	0	0		
Assistant professors	0	0		
Instructors	30	270	1,811,870	6,711
Lecturers	0	0		
No academic rank	0	0		
Total men	30	270	1,811,870	6,711
Women				
Professors	0	0		
Associate professors	0	0		
Assistant professors	0	0		
Instructors	27	243	1,624,170	6,684
Lecturers	0	0		
No academic rank	0	0		
Total women	27	243	1,624,170	6,684
Total (men + women)	57	513	3,436,040	6,698

Part G - Salary outlays for non-instructional staff

Salary Outlays

for [Full-time](#) Non-instructional Staff

Annual Salary Outlays, 2014-15

Occupational category

	<input checked="" type="checkbox"/> Number of full-time staff (carried forward from previous screens)	<input checked="" type="checkbox"/> Total annual salary outlays
<u>Research staff</u>	0	
<u>Public Service staff</u>	0	
<u>Library and Student and Academic Affairs and Other Education Services Occupations</u> 25-4000 + 25-2000 + 25-3000 + 25-9000	6	281,348
<u>Management Occupations</u> 11-0000	45	3,091,195
<u>Business and Financial Operations Occupations</u> 13-0000	6	227,294
<u>Computer, Engineering, and Science Occupations</u> 15-0000 + 17-0000 + 19-0000	13	546,519
<u>Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations</u> 21-0000 + 23-0000 + 27-0000	0	
<u>Healthcare Practitioners and Technical Occupations</u> 29-0000	0	
<u>Service Occupations</u> 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	33	1,086,800
<u>Sales and Related Occupations</u> 41-0000	0	
<u>Office and Administrative Support Occupations</u> 43-0000	61	2,128,798
<u>Natural Resources, Construction, and Maintenance Occupations</u> 45-0000 + 47-0000 + 49-0000	0	
<u>Production, Transportation, and Material Moving Occupations</u> 51-0000 + 53-0000	0	

Part D - Part-time Staff by Occupational Category

Number of [Part-time Staff](#) by Occupational Category

As of November 1, 2014

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

Men

Race/ethnicity	<u>Instructional staff</u>	<u>Research staff</u>	<u>Public Service staff</u>
<u>Nonresident alien</u>			
<u>Hispanic/Latino</u>	1		
<u>American Indian or Alaska Native</u>			
<u>Asian</u>	2		
<u>Black or African American</u>	1		
<u>Native Hawaiian or Other Pacific Islander</u>	1		
<u>White</u>	58		
<u>Two or more races</u>	3		
<u>Race and ethnicity unknown</u>	5		
Total men	71	0	0

Women

Race/ethnicity	<u>Instructional staff</u>	<u>Research staff</u>	<u>Public Service staff</u>
<u>Nonresident alien</u>			
<u>Hispanic/Latino</u>			
<u>American Indian or Alaska Native</u>	1		
<u>Asian</u>	1		
<u>Black or African American</u>			
<u>Native Hawaiian or Other Pacific Islander</u>			
<u>White</u>	63		
<u>Two or more races</u>	10		
<u>Race and ethnicity unknown</u>	5	1	
Total women	80	1	0
Total (men+women)	151	1	0
Total from prior year	153		

Part D - Part-time Staff by Occupational Category

Number of [Part-time Staff](#) by Occupational Category

As of November 1, 2014

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

Men

Race/ethnicity	Archivists, Curators, and Museum Technicians 25-4010	Librarians 25-4020	Library Technicians 25-4030	Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000	Library and Student and Academic Affairs and Other Education Services Occupations
<u>Nonresident alien</u>					0
<u>Hispanic/Latino</u>					0
<u>American Indian or Alaska Native</u>					0
<u>Asian</u>					0
<u>Black or African American</u>					0
<u>Native Hawaiian or Other Pacific Islander</u>					0
<u>White</u>					0
<u>Two or more races</u>					0
<u>Race and ethnicity unknown</u>					0
Total men	0	0	0	0	0

Women

Race/ethnicity	Archivists, Curators, and Museum Technicians 25-4010	Librarians 25-4020	Library Technicians 25-4030	Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000

Library and
Student and
Academic
Affairs and
Other Education
Services
Occupations

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		2	1		3
Two or more races					0
Race and ethnicity unknown			1		1
Total women	0	0	2	3	5
Total (men+women)	0	0	2	3	5
Total from prior year			2	2	4

Part D - Part-time Staff by Occupational Category

Number of [Part-time Staff](#)

As of November 1, 2014

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

Men

Race/ethnicity	Management Occupations 11-0000	Business and Financial Operations Occupations 13-0000	Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000	Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000	Healthcare Practitioners and Technical Occupations 29-0000
----------------	---	--	---	---	---

Nonresident alien					
Hispanic/Latino					
American Indian or Alaska Native					
Asian					
Black or African American					
Native Hawaiian or Other Pacific Islander					
White			1		
Two or more races	1				
Race and ethnicity unknown					
Total men	0	1	1	0	0

Women

Race/ethnicity	Management Occupations	Computer, Engineering, and Science Occupations
----------------	--	--

11-0000	Business and Financial Operations Occupations 13-0000	15-0000 + 17-0000 + 19-0000	Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000	Healthcare Practitioners and Technical Occupations 29-0000
---------	--	-----------------------------	---	---

Nonresident alien
 Hispanic/Latino American
 Indian or Alaska Native
 Asian
 Black or African American
 Native Hawaiian or Other Pacific Islander
 White
 Two or more races
 Race and ethnicity unknown

Total women

Total (men+women)

Total from prior year

	1			
Total women	0	1	0	0
Total (men+women)	0	2	1	0
Total from prior year		1	1	

Part D - Part-time Staff by Occupational Category

Number of [Part-time Staff](#)

As of November 1, 2014

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

Men

Race/ethnicity	Service Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	Sales and Related Occupations 41-0000	Office and Administrative Support Occupations 43-0000	Natural Resources, Construction, and Maintenance Occupations 45-0000 + 47-0000 + 49- 0000	Production, Transportation, and Material Moving Occupations 51-0000 + 53- 0000	Grand Total (All part -time staff)
<u>Nonresident alien</u>						0
<u>Hispanic/Latino</u>						1
<u>American Indian or Alaska Native</u>						0
<u>Asian</u>						2
<u>Black or African American</u>						1
<u>Native Hawaiian or Other Pacific Islander</u>						1
<u>White</u>	12		7			78
<u>Two or more races</u>						4
<u>Race and ethnicity unknown</u>	5					10
Total men	17	0	7	0	0	97

Women

Race/ethnicity	Service Occupations	Grand Total
----------------	-------------------------------------	----------------

	31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	<u>Sales and Related Occupations</u> 41-0000	<u>Office and Administrative Support Occupations</u> 43-0000	<u>Natural Resources, Construction, and Maintenance Occupations</u> 45-0000 + 47-0000 + 49-0000	<u>Production, Transportation, and Material Moving Occupations</u> 51-0000 + 53-0000	(All part-time staff)
Nonresident alien						0
Hispanic/Latino American Indian or Alaska Native			1			2
Asian						1
Black or African American Native Hawaiian or Other Pacific Islander						0
White	10		16			93
Two or more races			2			12
Race and ethnicity unknown	1		2			10
Total women	11	0	21	0	0	119
Total (men+women)	28	0	28	0	0	216
Total from prior year	22		32			213

Part E - Part-time Staff by Occupational Category and Contract Length

Number of [Part-time Staff](#)

As of November 1, 2014

Occupational category	With Faculty Status			Without Faculty status	Total
	Multi-year, continuing, or at-will contract	Annual at contract	Less-than-annual contract		
<u>Primarily Instruction</u>	0	0	151	0	151
<input checked="" type="checkbox"/> Exclusively credit			117		117
<input checked="" type="checkbox"/> Exclusively not-for-credit			34		34
Combined credit/not-for-credit					0
<u>Instruction/research/public service staff</u>					0
<u>Research staff</u>				1	1
<u>Public Service staff</u>					0
Archivists, Curators, and Museum Technicians					0
25-4010					
Librarians					0
25-4020					
Library Technicians				2	2
25-4030					
<input checked="" type="checkbox"/> Student and Academic Affairs and Other Education Services Occupations				3	3
25-2000 + 25-3000 + 25-9000					
Management Occupations					0
11-0000					
Business and Financial Operations Occupations				2	2
13-0000					
Computer, Engineering, and Science Occupations				1	1
15-0000 + 17-0000 + 19-0000					
Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations					0
21-0000 + 23-0000 + 27-0000					

Healthcare Practitioners and Technical
Occupations

29-0000

Total	0	0	151	9	160
Total from prior year	0	0	153	6	159

0

Part F - Part-time Summary

Summary of Part-time Staff

As of November 1, 2014

Occupational category	With Faculty Status			Without Faculty status	Total
	Multi-year, continuing, or at-will contract	Annual contract	Less-than-annual contract		
Primarily Instruction	0	0	151	0	151
Exclusively credit			117		117
Exclusively not-for-credit			34		34
Combined credit/not-for-credit					0
Instruction/research/public service staff					0
Research staff				1	1
Public Service staff					0
Archivists, Curators, and Museum Technicians					0
25-4010 Librarians					0
25-4020 Library Technicians				2	2
25-4030 Student and Academic Affairs and Other Education Services Occupations				3	3
25-2000 + 25-3000 + 25-9000 Management Occupations					0
11-0000 Business and Financial Operations Occupations				2	2
13-0000 Computer, Engineering, and Science Occupations				1	1
15-0000 + 17-0000 + 19-0000 Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations					0
21-0000 + 23-0000 + 27-0000					0

Healthcare Practitioners and Technical Occupations 29-0000	
Service Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	28
Sales and Related Occupations 41-0000	0
Office and Administrative Support Occupations 43-0000	28
Natural Resources, Construction, and Maintenance Occupations 45-0000 + 47-0000 + 49-0000	0
Production, Transportation, and Material Moving Occupations 51-0000 + 53-0000	0
Total	216

Part H - New Hires, Full-time Instructional Staff by Contract Length

Number of [Newly Hired Full-time](#) Permanent [Instructional Staff](#)

(Hired full-time between July 1 and October 31, 2014 and still on the payroll of the institution as of November 1, 2014)

- Report Hispanic/Latino individuals of any race as Hispanic/Latino
- Report race for non-Hispanic/Latino individuals only
- Include both Primarily Instruction and Instruction Combined with Research and Public Service

Men

Race/ethnicity	With Faculty Status			Without Faculty status	Total
	<u>Multi-year, continuing, or at-will contract</u>	<u>Annual contract</u>	<u>Less-than-annual contract</u>		
<u>Nonresident alien</u>					0
<u>Hispanic/Latino</u>					0
<u>American Indian or Alaska Native</u>					0
<u>Asian</u>					0
<u>Black or African American</u>					0
<u>Native Hawaiian or Other Pacific Islander</u>					0
<u>White</u>		1			1
<u>Two or more races</u>					0
<u>Race and ethnicity unknown</u>		1			1
Total men	0	2	0	0	2

Women

Race/ethnicity	With Faculty Status			Without Faculty status	Total
	<u>Multi-year, continuing, or at-will contract</u>	<u>Annual contract</u>	<u>Less-than-annual contract</u>		
<u>Nonresident alien</u>					0
<u>Hispanic/Latino</u>					0
<u>American Indian or Alaska Native</u>					0

Asian					0
Black or African American					0
Native Hawaiian or Other Pacific Islander					0
White					0
Two or more races					0
Race and ethnicity unknown					0
Total women	0	0	0	0	0
Total (men+women)	0	2	0	0	⊗ 2

Part H - New Hires, Full-time Staff by Occupational Category

Number of [Newly Hired Full-time Staff](#)

(Hired full-time between July 1 and October 31, 2014 and still on the payroll of the institution as of November 1, 2014)

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

Men

Race/ethnicity	<u>Instructional Staff</u> (from Part H, screen 1)	<u>Research staff</u>	<u>Public Service staff</u>	<u>Library and Student and Academic Affairs and Other Education Services Occupations</u> 25-4000 + 25-2000 + 25-3000 + 25-9000
<u>Nonresident alien</u>	0			
<u>Hispanic/Latino</u>	0			
<u>American Indian or Alaska Native</u>	0			
<u>Asian</u>	0			
<u>Black or African American</u>	0			
<u>Native Hawaiian or Other Pacific Islander</u>	0			
<u>White</u>	1			
<u>Two or more races</u>	0			
<u>Race and ethnicity unknown</u>	1			
Total men	2	0	0	0

Women

Race/ethnicity	<u>Instructional Staff</u> (from Part H, screen 1)	<u>Research staff</u>	<u>Public Service staff</u>	<u>Library and Student and Academic Affairs and Other Education Services Occupations</u> 25-4000 + 25-2000 + 25-3000 + 25-9000
<u>Nonresident alien</u>	0			
<u>Hispanic/Latino</u>	0			
<u>American Indian or Alaska Native</u>	0			
<u>Asian</u>	0			

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

Part H - New Hires, Full-time Staff by Occupational Category

Number of [Newly Hired Full-time Staff](#)

(Hired full-time between July 1 and October 31, 2014 and still on the payroll of the institution as of November 1, 2014)

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

Men

Race/ethnicity	Management Occupations and 11-0000	Business and Financial Operations Occupations 13-0000	Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000	Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000	Healthcare Practitioners and Technical Occupations 29-0000
Nonresident alien					
Hispanic/Latino American					
Indian or Alaska Native					
Asian					
Black or African American					
Native Hawaiian or Other Pacific Islander					
White	1				
Two or more races					
Race and ethnicity unknown					
Total men	1	0	0	0	0

Women

Race/ethnicity

<u>Management Occupations and</u>	<u>Business and</u>	<u>Computer, Engineering, and Science Occupations</u>	<u>Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations</u>	<u>Healthcare Practitioners and Technical Occupations</u>
11-0000	<u>Financial Operations Occupations</u>	15-0000 + 17-0000 + 19-0000	21-0000 + 23-0000 + 27-0000	29-0000
	13-0000			

Nonresident alien				
Hispanic/Latino American				
Indian or Alaska Native				
Asian				
Black or African American	1			
Hawaiian or Other Pacific Islander				
White	2			
Two or more races				
Race and ethnicity unknown	1			
Total women	4	0	0	0
Total (men+women)	5	0	0	0

Part H - New Hires, Full-time Staff by Occupational Category

Number of [Newly Hired Full-time Staff](#)

(Hired full-time between July 1 and October 31, 2014 and still on the payroll of the institution as of November 1, 2014)

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

Men

Race/ethnicity	Service Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	Sales and Related Occupations 41-0000	Office and Administrative Support Occupations 43-0000	Natural Resources, Construction, and Maintenance Occupations 45-0000 + 47-0000 + 49-0000	Production, Transportation, and Material Moving Occupations 51-0000 + 53-0000	Grand Total (All full-time new hires)
<u>Nonresident alien</u>						0
<u>Hispanic/Latino American</u>						0
<u>Indian or Alaska Native</u>						0
<u>Asian</u>						0
<u>Black or African American</u>						0
<u>Native Hawaiian or Other Pacific Islander</u>						0
<u>White</u>						2
<u>Two or more races</u>						0
<u>Race and ethnicity unknown</u>						1
Total men	0	0	0	0	0	3

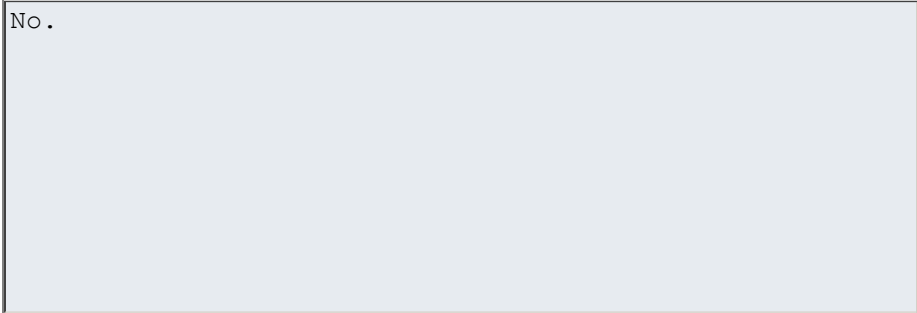
Women

Race/ethnicity	<u>Service Occupations</u> 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	<u>Sales and Related Occupations</u> 41-0000	<u>Office and Administrative Support Occupations</u> 43-0000	<u>Natural Resources, Construction, and Maintenance Occupations</u> 45-0000 + 47-0000 + 49-0000	<u>Production, Transportation, and Material Moving Occupations</u> 51-0000 + 53-0000	Grand Total (All full-time new hires)
Nonresident alien						0
Hispanic/Latino American						0
Indian or Alaska Native						0
Asian						0
Black or African American						1
Native Hawaiian or Other Pacific Islander						0
White			3			5
Two or more races						0
Race and ethnicity unknown						2
Total women	0	0	3	0	0	8
Total (men+women)	0	0	3	0	0	11

Human Resources Survey Evaluation

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

No.



Institution: Umpqua Community College (210270)

User ID: P2102701

Prepared by

This survey component was prepared by:

- | | | | | | |
|-------------------------------------|-----------------|-------------------------------------|--------------------------|-------------------------------------|------------|
| <input checked="" type="checkbox"/> | Keyholder | <input checked="" type="checkbox"/> | SFA Contact | <input checked="" type="checkbox"/> | HR Contact |
| <input checked="" type="checkbox"/> | Finance Contact | <input checked="" type="checkbox"/> | Academic Library Contact | <input checked="" type="checkbox"/> | Other |

Name: Xiana Smithhart

Email: xiana.smithhart@umpqua.edu

How long did it take to prepare 5 hours minutes
this survey component?

The name of the preparer is being collected so that we can follow up with the appropriate person in the event that there are questions concerning the data. The Keyholder will be copied on all email correspondence to other preparers.

The time it took to prepare this component is being collected so that we can continue to improve our estimate of the reporting burden associated with IPEDS. Please include in your estimate the time it took for you to review instructions, query and search data sources, complete and review the component, and submit the data through the Data Collection System.

Thank you for your assistance.

Summary

Human Resources Component Summary

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 [Data Center](#) and sent to your institution’s CEO in November 2015.

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 occupational category: Fall 2014			
Occupational category	Reported values		FTE staff
	Number of full-time staff	Number of part-time staff	
Total number of staff	221	216	293
Instructional Staff	57	151	107
Primary Instruction	57	151	107
Exclusively credit	53	117	92
Exclusively not-for-credit	4	34	15
Combined credit/not-for-credit	0	0	0
Instruction/research/public service	0	0	0
Research Staff	0	1	0
Public Service Staff	0	0	0
Library and Student and Academic Affairs and Other Education Services Occupations SOC	6	5	8
Librarians, Curators, and Archivists SOC 25-4000	3	2	4
Archivists, Curators, and Museum Technicians SOC 25-4010	0	0	0
Librarians SOC 25-4020	1	0	1
Library Technicians SOC 25-4030	2	2	3
Student and Academic Affairs and Other Education Services Occupations SOC 25-2000 + 25-3000 + 25-9000	3	3	4
Management Occupations SOC 11-0000	45	0	45

**Number of staff by employment status and occupational category:
Fall 2014**

Business and Financial Operations Occupations SOC 13-0000	6	2	7
Computer, Engineering, and Science Occupations SOC 15-0000 + 17-0000 + 19-0000	13	1	13
Community, Social Service, Legal, Arts, Design, Entertainment, Sports and Media Occupations SOC 21-0000 + 23-0000 + 27-0000	0	0	0
Healthcare Practitioners and Technical Occupations SOC 29-0000	0	0	0
Service Occupations SOC 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	33	28	42
Sales and Related Occupations SOC 41-0000	0	0	0
Office and Administrative Support Occupations SOC 43-0000	61	28	70
Natural Resources, Construction, and Maintenance Occupations SOC 45-0000 + 47-0000 + 49-0000	0	0	0
Production, Transportation, and Material Moving Occupations SOC 51-0000 + 53-0000	0	0	0

NOTE: Full-time-equivalent (FTE) staff is calculated by summing the total number of full-time staff and adding one-third of the total number of part-time staff. Graduate assistants are not included in the above figures. Many of the FTE figures may be included in the DFR.

**Salaries of full-time instructional staff by contract length and academic rank:
Academic year 2014-15**

Academic rank	Months Covered by Annual Salary				Total Staff for Salary reporting	Total Number of Months	Salary Outlays	Weighted Average Monthly Salaries
	12 months	11 months	10 months	9 months				
All Ranks				57	57	513	\$3,436,040	\$6,698
Professor								
Associate professor								
Assistant professor								
Instructor				57	57	513	\$3,436,040	\$6,698
Lecturer								
No academic rank								

NOTE: The above data are based on the Salary Outlays part of the IPEDS HR component. The Weighted average monthly salaries of full-time instructional staff by academic rank are calculated by adding the salary outlays reported for Men plus Women by academic rank, then dividing the sum by the "Total Number of Months" for Men plus Women by academic rank. Salaries of full-time instructional staff paid less than 9 months per year are not collected. Also, salaries of medical school staff are not collected. The weighted average monthly salaries may be included in the DFR.

Human Resources

Umpqua Community College (210270)

Source	Description	Severity	Resolved	Options
Screen: B1 - FT Non-instructional, Occupation - 1				
Screen Entry	This number is outside the expected range of between 1 and 30 based on the prior year value. Please correct your data or explain. (Error #1387)	Explanation	Yes	
Reason:	There was no full-time non-instructional staff by occupational category as of November 1, 2014			
Screen: H - New Hires Instructional, Contract Length				
Screen Entry	The percent of these staff (men + women) whose race/ethnicity is unknown is greater than expected. Please correct your data or explain. (Error #1302)	Explanation	Yes	
Reason:	UCC hired 2 men with faculty status (annual contract) one of whom was white and the second, race and ethnicity unknown, thus 50%.			
Screen: H - New Hires, Occupation - 3				
Perform Edits	The percentage of new hires (men + women) reported across all occupational categories whose race/ethnicity is unknown is greater than expected. Please correct your data or explain. (Error #1360)	Explanation	Yes	
Reason:	3 new full-time hires chose not to report race/ethnicity. Since we had such a low number of new hires (only 11), this makes the percentage higher than expected for the "unknown" category.			
Related Screens:	H - New Hires, Occupation - 3			