

Institution: Community College of Philadelphia (215239)

User ID: P2152391

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 G** is **NOT** applicable to your institution and you will **NOT** be required to report data for **Part G**.

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.

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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	347	66	5		418
Instruction/research/public service					0
Primarily instruction + Instruction/research/public service	347	66	5	0	418
Primarily research					0
Primarily public service					0
Primarily instruction + Instruction/research/public service + Primarily research + Primarily public service	347	66	5	0	418
Executive/administrative/managerial				86	86
Other professionals (support/service)				104	104
Technical and paraprofessionals				87	87
Clerical and secretarial				119	119
Skilled crafts				19	19
Service/Maintenance				57	57
Total full time	347	66	5	472	890
Total from prior year	347	59	7	460	873

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
	Tenured	On tenure track	Not on tenure track/ no tenure system		
Primarily instruction			757		757
Instruction/research/public service					0
Primarily instruction + Instruction/research/public service	0	0	757	0	757
Primarily research					0
Primarily public service					0
Primarily instruction + Instruction/research/public service + Primarily research + Primarily public service	0	0	757	0	757
Executive/administrative/managerial					0
Other professionals (support/service)					0
Technical and paraprofessionals				3	3
Clerical and secretarial				19	19
Skilled crafts					0
Service/Maintenance					0
Total part time	0	0	757	22	779
Total from prior year			771	19	790

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>	418	413	757	771	1,175
<u>Instruction/research/public service</u>	0		0		0
Primarily instruction + Instruction/research/public service	418	413	757	771	1,175
<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	418	413	757	771	1,175
<u>Executive/administrative/managerial</u>	86	82	0		86
<u>Other professionals (support/service)</u>	104	104	0		104
<u>Technical and paraprofessionals</u>	87	82	3	3	90
<u>Clerical and secretarial</u>	119	117	19	16	138
<u>Skilled crafts</u>	19	21	0		19
<u>Service/Maintenance</u>	57	54	0		57
Grand total	890	873	779	790	1,669

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		24	2	26
Associate professors		45	8	53
Assistant professors		102	7	109
Instructors		10	0	10
Lecturers			2	2
No academic rank				0
Total men	0	181	19	200
Total men from prior year		175	22	
Women				
Professors		16	3	19
Associate professors		47	10	57
Assistant professors		98	22	120
Instructors		17	2	19
Lecturers		0	3	3
No academic rank			0	0
Total women	0	178	40	218
Total women from prior year		176	40	
Total (men + women)	0	359	59	418
Total from EAP				418
Total from prior year (Salaries section)		351	62	413

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	24	1,692,076	70,503	75,584
Associate professors	45	3,191,004	70,911	73,054
Assistant professors	102	6,125,345	60,052	62,222
Instructors	10	499,420	49,942	50,116
Lecturers				
No academic rank				
Total men	181	11,507,845	63,579	66,210
Women				
Professors	16	1,055,118	65,945	64,467
Associate professors	47	2,965,364	63,093	64,911
Assistant professors	98	5,546,321	56,595	57,317
Instructors	17	808,730	47,572	48,429
Lecturers	0			
No academic rank				
Total women	178	10,375,533	58,290	59,271
Total (men + women)	359	21,883,378	60,956	62,730

Part E - Salaries - Full-time instructional staff on 11/12-month contracts/teaching periods - Salary outlays

Salaries of full-time instructional staff on 11/12-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	2	144,441	72,221	96,166
Associate professors	8	702,630	87,829	88,628
Assistant professors	7	555,072	79,296	78,901
Instructors	0			
Lecturers	2	116,480	58,240	58,240
No academic rank				
Total men	19	1,518,623	79,928	81,632
Women				
Professors	3	283,603	94,534	94,534
Associate professors	10	834,386	83,439	83,439
Assistant professors	22	1,607,501	73,068	73,093
Instructors	2	121,463	60,732	60,732
Lecturers	3	174,720	58,240	58,642
No academic rank	0			
Total women	40	3,021,673	75,542	75,225
Total (men + women)	59	4,540,296	76,954	77,498

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

Native Hawaiian or Other Pacific Islander							0
White					2		2
Two or more races							0
Race and ethnicity unknown							0
Total women	0	0	0	0	3	0	3
Total (men+women)	0	0	0	0	5	0	5
Total from EAP							5

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>	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>	
<u>Two or more races</u>	
<u>Race and ethnicity unknown</u>	
Total men	0
Women	
<u>Nonresident alien</u>	
<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>	
<u>Two or more races</u>	
<u>Race and ethnicity unknown</u>	
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>	6	6	12
<u>American Indian or Alaska Native</u>	0	0	0
<u>Asian</u>	9	8	17
<u>Black or African American</u>	27	43	70
<u>Native Hawaiian or Other Pacific Islander</u>	0	0	0
<u>White</u>	157	160	317
<u>Two or more races</u>	1	1	2
<u>Race and ethnicity unknown</u>	0	0	0
Total	200	218	418

Native Hawaiian or Other Pacific Islander									
White	34	27	23	21		3			108
Two or more races	1	3	2	1					7
Race and ethnicity unknown									0
Total women		52	67	48	105	1	16		289
Total (men+women)		86	104	87	119	19	57		472
Total from EAP		86	104	87	119	19	57		472

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	10		
American Indian or Alaska Native			
Asian	20		
Black or African American	65		
Native Hawaiian or Other Pacific Islander			
White	302		
Two or more races	7		
Race and ethnicity unknown			
Total men	404	0	0
Women			
Nonresident alien			
Hispanic/Latino	17		
American Indian or Alaska Native	1		
Asian	19		
Black or African American	80		
Native Hawaiian or Other Pacific Islander			
White	229		
Two or more races	7		
Race and ethnicity unknown			

Total women	353	0	0
Total (men+women)	757	0	0
Total from EAP	757	0	0

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	1	3		
Native Hawaiian or Other Pacific Islander				
White		2		
Two or more races				
Race and ethnicity unknown				
Total men	1	5	0	0
Women				
Nonresident alien				
Hispanic/Latino				
American Indian or Alaska Native				
Asian		1		
Black or African American	2	12		
Native Hawaiian or Other Pacific Islander		1		

White				
Two or more races				
Race and ethnicity unknown				
Total women	2	14	0	0
Total (men+women)	3	19	0	0
Total from EAP	3	19	0	0

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>	21	18	10	17	31	35
<u>American Indian or Alaska Native</u>	0	0	0	1	0	1
<u>Asian</u>	17	13	20	20	37	33
<u>Black or African American</u>	103	200	69	94	172	294
<u>Native Hawaiian or Other Pacific Islander</u>	0	0	0	1	0	1
<u>White</u>	238	268	304	229	542	497
<u>Two or more races</u>	4	8	7	7	11	15
<u>Race and ethnicity unknown</u>	0	0	0	0	0	0
Grand total	383	507	410	369	793	876

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		1			1
Native Hawaiian or Other Pacific Islander					0
White		7			7
Two or more races					0
Race and ethnicity unknown					0
Total men	0	9	0	0	9
Women					
Nonresident alien					0
Hispanic/Latino					0
American Indian or Alaska Native					0
Asian					0
					1

Black or African American		1				
Native Hawaiian or Other Pacific Islander						0
White		5				5
Two or more races						0
Race and ethnicity unknown						0
Total women	0	6	0	0	0	6
Total (men+women)	0	15	0	0	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>	1	0	1
<u>American Indian or Alaska Native</u>	0	0	0
<u>Asian</u>	0	0	0
<u>Black or African American</u>	5	6	11
<u>Native Hawaiian or Other Pacific Islander</u>	0	0	0
<u>White</u>	10	10	20
<u>Two or more races</u>	0	0	0
<u>Race and ethnicity unknown</u>	0	0	0
Grand total	16	16	32

Institution: Community College of Philadelphia (215239)

User ID: P2152391

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	890	779	1,150
Professional staff	608	757	860
Staff whose primary responsibility is instruction, research, and/or public service	418	757	670
Primary instruction	418	757	670
Instruction/research/public service	0	0	0
Primarily research	0	0	0
Primarily public service	0	0	0
Executive/administrative/managerial	86	0	86
Other professionals (support/service)	104	0	104
Non-professional staff	282	22	289
Technical and paraprofessional	87	3	88
Clerical/secretarial	119	19	125
Skilled crafts	19	0	19
Service/Maintenance	57	0	57

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	359	\$21,883,378	59	\$4,540,296	418	\$61,240
Professor	40	\$2,747,194	5	\$428,044	45	\$68,832
Associate professor	92	\$6,156,368	18	\$1,537,016	110	\$67,400
Assistant professor	200	\$11,671,666	29	\$2,162,573	229	\$58,695
Instructor	27	\$1,308,150	2	\$121,463	29	\$48,536
Lecturer			5	\$291,200	5	\$47,652
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: Community College of Philadelphia (215239)

Source	Description	Severity	Resolved	Options
Screen: Salaries 11/12 mo				
Screen Entry	The average salary for one of the academic ranks in 11/12-month contracts, 72,221, is not within the expected range of between 76,933 and 115,399 based on the prior year value. Please fix or explain. (Error #1767)	Explanation	Yes	Back to survey data
Reason:	One of the professors went on half-load just prior to retirement which meant his salary was reduced from around 95,782 to 47,891 which lowered the average salary number for that category.			
Related Screens:	Salaries 11/12 mo			