

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 faculty and staff.

Recent changes

- New occupational categories replaced the primary function/occupational activity categories previously used in the IPEDS HR survey. The change was required to align the IPEDS HR categories with the 2010 Standard Occupational Classification (SOC) System. For additional information on the IPEDS HR survey and how it relates to the 2010 SOC system, refer to the section of the IPEDS HR instructions called, "Reporting Staff by Occupational Category."
- A few other changes were made to the IPEDS HR survey that is applicable to degree-granting institutions. These changes can be found in the section of the IPEDS HR instructions called, "Changes in Reporting."
- Survey became part of the IPEDS Spring data collection.

Resources:

- The NEW IPEDS HR/SOC Information Center can be found at the following website: <http://nces.ed.gov/ipeds/resource/soc.asp>. (The new center includes, but is not limited to the following links: New (2012-13) IPEDS Occupational Categories and 2010 SOC crosswalk; 2012-13 IPEDS HR survey material; Standard Occupational Classification (SOC) System material; IPEDS HR/SOC Browse Tool; and Web Tutorials.)
- To download the survey materials for this component: [Survey Materials](#)

Data reporting reminders:

- Enter data on each displayed screen. If a screen is not applicable, enter at least one zero in a field on the screen.
- Report staff members difficult to categorize in the "Human Resources Survey Evaluation" box at the end of the survey.

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.

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, the full-time instructional staff screens of **Part G** are **NOT** applicable to your institution and you will **NOT** be required to report data for the full-time instructional staff screens of **Part G**. 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)?

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

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.

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.

<input checked="" type="radio"/>	Yes	<input type="radio"/>	No
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Does your institution have graduate assistants?

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

<input type="radio"/>	Yes	<input checked="" type="radio"/>	No
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Did your institution hire any full-time permanent staff who were included on the payroll of the institution between July 1 and October 31, 2012 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, 2012? (Exclude persons who have returned from sabbatical leave OR full-time Postsecondary Staff who are working less-than-9-month contracts.)

*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 Part H.*

<input checked="" type="radio"/>	Yes	<input type="radio"/>	No
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<u>Native Hawaiian or Other Pacific Islander</u>								
<u>White</u>	13	40	68					121
<u>Two or more races</u>		1	1					2
<u>Race and ethnicity unknown</u>								0
Total women	17	52	97	0	0	0	0	166
Total (men+women)	42	103	186	1	0	0	0	332

<u>Native Hawaiian or Other Pacific Islander</u>								
<u>White</u>			17	14				31
<u>Two or more races</u>				1				1
<u>Race and ethnicity unknown</u>								0
Total women	0	0	21	22	0	0	0	43
Total (men+women)	0	0	36	31	0	0	0	67

<u>Native Hawaiian or Other Pacific Islander</u>									
<u>White</u>					7				7
<u>Two or more races</u>									0
<u>Race and ethnicity unknown</u>									0
Total women	0	0	0	0	9	0	0	9	
Total (men+women)	0	0	0	0	13	0	0	13	

Part A - Full-time instructional staff

Number of full-time instructional staff without faculty status

by gender and race/ethnicity

As of November 1, 2012

•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>	
<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	0
<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>	
Two or more races	
<u>Race and ethnicity unknown</u>	
Total women	0
Total (men+women)	0

Part A - Full-time instructional staff

**Number of full-time instructional staff
by tenure status, and function**

As of November 1, 2012

	Tenured	On Tenure Track	Not on Tenure Track			Without Faculty status	Total
			Multi-year contract	Annual contract	Less-than-annual contract		
Total carried forward from previous screens	332	67	0	13	0	0	412
<u>Instruction</u>	0	0	0	0	0	0	0
Exclusively credit							0
Exclusively not-for-credit							0
Combined credit/not-for-credit							0
<u>Instruction/research/public service</u>	332	67	0	13	0	0	412

Part A - Full-time instructional staff - Totals**Total number of full-time instructional staff
by gender and race/ethnicity****As of November 1, 2012**

Race/ethnicity	Total men	Total women	Total (men+women)
<u>Nonresident alien</u>	0	0	0
<u>Hispanic/Latino</u>	7	5	12
<u>American Indian or Alaska Native</u>	0	0	0
<u>Asian</u>	8	10	18
<u>Black or African American</u>	25	41	66
<u>Native Hawaiian or Other Pacific Islander</u>	0	0	0
<u>White</u>	154	159	313
<u>Two or more races</u>	0	3	3
<u>Race and ethnicity unknown</u>	0	0	0
Total	194	218	412

Part B - Full-time non-instructional staff

**Number of full-time non-instructional staff
 by occupational category, gender, and race/ethnicity**

As of November 1, 2012

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

•Report race for non-Hispanic/Latino individuals only

Gender and race/ethnicity	Instructional Staff (carried forward from Part A)	Postsecondary Teachers	
		Research	Public Service
Men			
Nonresident alien	0		
Hispanic/Latino	7		
American Indian or Alaska Native	0		
Asian	8		
Black or African American	25		
Native Hawaiian or Other Pacific Islander	0		
White	154		
Two or more races	0		
Race and ethnicity unknown	0	0	
Total men	194	0	0
Women			
Nonresident alien	0		
Hispanic/Latino	5		
American Indian or Alaska Native	0		
Asian	10		
Black or African American	41		
Native Hawaiian or Other Pacific Islander	0		
White	159		
Two or more races	3		

<u>Race and ethnicity unknown</u>	0		
Total women	218	0	0
Total (men+women)	412	0	0

Part B - Full-time non-instructional staff

**Number of full-time non-instructional staff
by occupational category, gender, and race/ethnicity**

As of November 1, 2012

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

•Report race for non-Hispanic/Latino individuals only

Gender and race/ethnicity	<u>Archivists, Curators, and Museum Technicians</u>	<u>Librarians</u>	<u>Library Technicians</u>	<u>Other Teachers and Instructional Support Staff</u>
Men				
<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 men	0	0	0	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>				0
Total women	0	0	0	0
Total (men+women)	0	0	0	0

Part B - Full-time non-instructional staff

**Number of full-time non-instructional staff
 by occupational category, gender, and race/ethnicity**

As of November 1, 2012

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

•Report race for non-Hispanic/Latino individuals only

Gender and race/ethnicity	Management Occupations	Business and Financial Operations Occupations	Computer, Engineering, and Science Occupations	Community Service, Legal, Arts, and Media Occupations	Healthcare Practitioners and Technical Occupations
Men					
Nonresident alien					
Hispanic/Latino		1		2	
American Indian or Alaska Native		1			
Asian	2	2	2	1	
Black or African American	11	9	5		
Native Hawaiian or Other Pacific Islander					
White	19	15	12	8	
Two or more races	1		1		
Race and ethnicity unknown					
Total men	33	28	20	11	0
Women					
Nonresident alien					
Hispanic/Latino	2	2			
American Indian or Alaska Native					
Asian	1	1			
Black or African American	13	28	3	5	

<u>Native Hawaiian or Other Pacific Islander</u>					
<u>White</u>	31	22	3	3	
<u>Two or more races</u>	1	2			
<u>Race and ethnicity unknown</u>		1			
Total women	48	56	6	8	0
Total (men+women)	81	84	26	19	0

Part B - Full-time non-instructional staff

**Number of full-time non-instructional staff
 by occupational category, gender, and race/ethnicity**

As of November 1, 2012

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

•Report race for non-Hispanic/Latino individuals only

Gender and race/ethnicity	Service Occupations	Sales and Related Occupations	Office and Administrative Support Occupations	Natural Resources, Construction, and Maintenance Occupations	Production, Transportation, and Material Moving Occupations	Grand Total (All full-time staff)
Men						
Nonresident alien						0
Hispanic/Latino	3		2	5		20
American Indian or Alaska Native						1
Asian	1		1			17
Black or African American	16		17	15		98
Native Hawaiian or Other Pacific Islander						0
White	11		10	5		234
Two or more races	1			1		4
Race and ethnicity unknown						0
Total men	32	0	30	26	0	374
Women						
Nonresident alien						0
Hispanic/Latino			8			17
American Indian or Alaska Native						0
Asian			2			14
	7		87	5		189

<u>Black or African American</u>						
<u>Native Hawaiian or Other Pacific Islander</u>						0
<u>White</u>	1		34	3		256
<u>Two or more races</u>			2			8
<u>Race and ethnicity unknown</u>						1
Total women	8	0	133	8	0	485
Total (men+women)	40	0	163	34	0	859

Part B - Full-time non-instructional staff

**Number of full-time non-instructional staff
 by tenure status and occupational category**

As of November 1, 2012

Occupational category	Tenured	On Tenure Track	Not on Tenure Track			Without Faculty status	Total
			Multi-year contract	Annual contract	Less-than-annual contract		
Postsecondary Teachers - Research							0
Postsecondary Teachers - Public Service							0
Archivists, Curators, and Museum Technicians							0
Librarians							0
Library Technicians							0
Other Teachers and Instructional Support Staff							0
Management Occupations						81	81
Business and Financial Operations Occupations						84	84
Computer, Engineering, and Science Occupations						26	26
Community Service, Legal, Arts, and Media Occupations						19	19
Healthcare Practitioners and Technical Occupations							0

Part G - Salary Worksheet

Number of full-time, non-medical, instructional staff for calculation of total number of months

As of November 1, 2012

Gender and academic rank	? 9-Month Contract or Employment agreement	? 10-Month Contract or Employment agreement	? 11-Month Contract or Employment agreement	? 12-Month Contract or Employment agreement	Total employees for Salary reporting	Total Number of Months	Total full-time, non-medical, instructional staff from Part A	? Balance (All other full-time instructional staff)
Men								
Professors		23		2	25	254	25	0
Associate professors		42		9	51	528	51	0
Assistant professors		48		6	54	552	104	50
Instructors		10		0	10	100	10	0
Lecturers				4	4	48	4	0
No academic rank					0	0	0	0
Total men	0	123	0	21	144	1,482	194	50
Women								
Professors		15		2	17	174	17	0
Associate professors		43		9	52	538	52	0
Assistant professors		101		17	118	1,214	118	0
Instructors		20		2	22	224	22	0
Lecturers				9	9	108	9	0
No academic rank					0	0	0	0
Total women	0	179	0	39	218	2,258	218	0
Total (men + women)	0	302	0	60	362	3,740	412	50

Part G - Salary outlays for full-time instructional staff

**Salary outlays for full-time, non-medical, instructional staff
 by gender and academic rank**

As of November 1, 2012

Gender and academic rank	Headcount (from Part G, screen 1) OR Total employees for Salary reporting	Total Number of Months (from Part G, screen 1)	Salary Outlays	Weighted average Salaries per month
Men				
Professors	25	254	1,702,727	6,704
Associate professors	51	528	3,703,324	7,014
Assistant professors	54	552	6,291,809	11,398
Instructors	10	100	499,320	4,993
Lecturers	4	48	236,743	4,932
No academic rank	0	0	0	
Total men	144	1,482	12,433,923	8,390
Women				
Professors	17	174	1,121,793	6,447
Associate professors	52	538	3,324,531	6,179
Assistant professors	118	1,214	6,792,079	5,595
Instructors	22	224	1,036,990	4,629
Lecturers	9	108	529,231	4,900
No academic rank	0	0	0	
Total women	218	2,258	12,804,624	5,671
Total (men + women)	362	3,740	25,238,547	6,748

Part G - Salary outlays for full-time non-instructional staff

Salary outlays for full-time, non-medical, non-instructional staff

by occupational category

As of November 1, 2012

Occupational category	Number of full-time staff	Total salary outlays
<u>Postsecondary Teachers - Research</u>	0	
<u>Postsecondary Teachers - Public Service</u>	0	
<u>Library and Instructional Support Occupations</u>	0	
<u>Management Occupations</u>	81	7,725,066
<u>Business and Financial Operations Occupations</u>	84	4,804,462
<u>Computer, Engineering, and Science Occupations</u>	26	1,750,827
<u>Community Service, Legal, Arts, and Media Occupations</u>	19	1,048,353
<u>Healthcare Practitioners and Technical Occupations</u>	0	0
<u>Service Occupations</u>	40	1,640,847
<u>Sales and Related Occupations</u>	0	0
<u>Office and Administrative Support Occupations</u>	163	6,796,918
<u>Natural Resources, Construction, and Maintenance Occupations</u>	34	905,053
<u>Production, Transportation, and Material Moving Occupations</u>	0	

Part D - Part-time staff

**Number of part-time staff
 by occupational category, gender, and race/ethnicity**

As of November 1, 2012

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

•Report race for non-Hispanic/Latino individuals only

Gender and race/ethnicity	Postsecondary Teachers		
	Instructional Staff	Research	Public Service
Men			
Nonresident alien			
Hispanic/Latino	9		
American Indian or Alaska Native	1		
Asian	26		
Black or African American	63		
Native Hawaiian or Other Pacific Islander	1		
White	265		
Two or more races	1		
Race and ethnicity unknown	2		
Total men	368	0	0
Women			
Nonresident alien			
Hispanic/Latino	16		
American Indian or Alaska Native	1		
Asian	21		
Black or African American	77		
Native Hawaiian or Other Pacific Islander	1		
White	241		
Two or more races	5		
Race and ethnicity unknown	4		

Total women	366	0	0
Total (men+women)	734	0	0

Part D - Part-time staff

**Number of part-time non-instructional staff
by occupational category, gender, and race/ethnicity**

As of November 1, 2012

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

•Report race for non-Hispanic/Latino individuals only

Gender and race/ethnicity	<u>Archivists, Curators, and Museum Technicians</u>	<u>Librarians</u>	<u>Library Technicians</u>	<u>Other Teachers and Instructional Support Staff</u>	<u>Library and Instructional Support Occupations</u>
Men					
<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>					0
<u>Two or more races</u>					0
<u>Race and ethnicity unknown</u>					0
Total men	0	0	1	0	1
Women					
<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>			3		3

<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 women	0	0	3	0	3
Total (men+women)	0	0	4	0	4

Part D - Part-time staff

**Number of part-time staff
 by occupational category, gender, and race/ethnicity**

As of November 1, 2012

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

•Report race for non-Hispanic/Latino individuals only

Gender and race/ethnicity	<u>Management Occupations</u>	<u>Business and Financial Operations Occupations</u>	<u>Computer, Engineering, and Science Occupations</u>	<u>Community Service, Legal, Arts, and Media Occupations</u>	<u>Healthcare Practitioners and Technical Occupations</u>
Men					
<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>				1	
<u>Two or more races</u>					
<u>Race and ethnicity unknown</u>					
Total men	0	0	0	1	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>			1		

<u>Native Hawaiian or Other Pacific Islander</u>					
<u>White</u>			2		
<u>Two or more races</u>					
<u>Race and ethnicity unknown</u>					
Total women	0	0	3	0	0
Total (men+women)	0	0	3	1	0

Part D - Part-time staff

**Number of part-time staff
 by occupational category, gender, and race/ethnicity**

As of November 1, 2012

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

•Report race for non-Hispanic/Latino individuals only

Gender and race/ethnicity	Service Occupations	Sales and Related Occupations	Office and Administrative Support Occupations	Natural Resources, Construction, and Maintenance Occupations	Production, Transportation, and Material Moving Occupations	Grand Total (All part-time staff)
Men						
Nonresident alien						0
Hispanic/Latino						9
American Indian or Alaska Native						1
Asian						26
Black or African American			2			66
Native Hawaiian or Other Pacific Islander						1
White						266
Two or more races			1			2
Race and ethnicity unknown						2
Total men	0	0	3	0	0	373
Women						
Nonresident alien						0
Hispanic/Latino						16
American Indian or Alaska Native						1
Asian						21
			8			89

<u>Black or African American</u>						
<u>Native Hawaiian or Other Pacific Islander</u>						1
<u>White</u>						243
<u>Two or more races</u>			1			6
<u>Race and ethnicity unknown</u>						4
Total women	0	0	9	0	0	381
Total (men+women)	0	0	12	0	0	754

Part E - Part-time staff

**Number of part-time staff
 by tenure status and occupational category**

As of November 1, 2012

Occupational category	Tenured	On Tenure Track	Not on Tenure Track			Without Faculty status	Total
			Multi-year contract	Annual contract	Less-than-annual contract		
Postsecondary Teachers	0	0	0	0	734	0	734
<u>Instruction</u>	0	0	0	0	0	0	0
Exclusively credit							0
Exclusively not-for-credit							0
Combined credit/not-for-credit							0
<u>Instruction/research/public service</u>					734		734
<u>Research</u>							0
<u>Public Service</u>							0
<u>Archivists, Curators, and Museum Technicians</u>							0
<u>Librarians</u>							0
<u>Library Technicians</u>					4		4
<u>Other Teachers and Instructional Support Staff</u>							0
<u>Management Occupations</u>							0
<u>Business and Financial Operations Occupations</u>							0
<u>Computer, Engineering, and Science Occupations</u>					3		3
<u>Community Service, Legal, Arts, and Media Occupations</u>					1		1
<u>Healthcare Practitioners and Technical Occupations</u>						0	0

Part H - New Hires - Full-time instructional staff

Number of newly hired full-time permanent instructional staff
 by tenure status, gender, and race/ethnicity
 (Hired full time between July 1 and October 31, 2012 and
 still on payroll of the institution as of November 1, 2012)

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

Gender and race/ethnicity	Tenured	On Tenure Track	Not on Tenure Track			Without Faculty status	Total
			Multi-year contract	Annual contract	Less-than-annual contract		
Men							
Nonresident alien							0
Hispanic/Latino		2					2
American Indian or Alaska Native							0
Asian							0
Black or African American		1					1
Native Hawaiian or Other Pacific Islander							0
White		3					3
Two or more races							0
Race and ethnicity unknown							0
Total men	0	6	0	0	0	0	6
Women							
Nonresident alien							0
Hispanic/Latino							0
American Indian or Alaska Native							0
Asian		1					1
Black or African American		3					3

Native Hawaiian or Other Pacific Islander							0
White		4					4
Two or more races							0
Race and ethnicity unknown							0
Total women	0	8	0	0	0	0	8
Total (men+women)	0	14	0	0	0	0	14

Part H - New Hires - Full-time staff

**Number of newly hired full-time staff
 by occupational category, gender, and race/ethnicity
 (Hired full time between July 1 and October 31, 2012 and
 still on payroll of the institution as of November 1, 2012)**

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

Gender and race/ethnicity	Instructional Staff (carried forward from Part H, screen 1)	Postsecondary Teachers		Library and Instructional Support Occupations
		Research	Public Service	
Men				
Nonresident alien	0			
Hispanic/Latino	2			
American Indian or Alaska Native	0			
Asian	0			
Black or African American	1			
Native Hawaiian or Other Pacific Islander	0			
White	3			
Two or more races	0			
Race and ethnicity unknown	0			
Total men	6	0	0	0
Women				
Nonresident alien	0			
Hispanic/Latino	0			
American Indian or Alaska Native	0			
Asian	1			
Black or African American	3			
Native Hawaiian or Other Pacific Islander	0			

<u>White</u>	4			
Two or more races	0			
<u>Race and ethnicity unknown</u>	0			
		0		
Total women	8	0	0	0
Total (men+women)	14	0	0	0

Part H - New Hires - Full-time non-instructional staff

**Number of newly hired full-time non-instructional staff
 by occupational category, gender, and race/ethnicity**

**(Hired full time between July 1 and October 31, 2012 and
 still on payroll of the institution as of November 1, 2012)**

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

•Report race for non-Hispanic/Latino individuals only

Gender and race/ethnicity	Management Occupations	Business and Financial Operations Occupations	Computer, Engineering, and Science Occupations	Community Service, Legal, Arts, and Media Occupations	Healthcare Practitioners and Technical Occupations
Men					
Nonresident alien					
Hispanic/Latino					
American Indian or Alaska Native					
Asian		1			
Black or African American					
Native Hawaiian or Other Pacific Islander					
White	1				
Two or more races					
Race and ethnicity unknown					
Total men	1	1	0	0	0
Women					
Nonresident alien					
Hispanic/Latino					
American Indian or Alaska Native					
Asian					
		1			

<u>Black or African American</u>					
<u>Native Hawaiian or Other Pacific Islander</u>					
<u>White</u>		1			
<u>Two or more races</u>					
<u>Race and ethnicity unknown</u>					
Total women	0	2	0	0	0
Total (men+women)	1	3	0	0	0

Part H - New Hires - Full-time non-instructional staff and Total New Hires

Number of newly hired full-time non-instructional staff and Total new hires

by occupational category, gender, and race/ethnicity

(Hired full time between July 1 and October 31, 2012 and

still on payroll of the institution as of November 1, 2012)

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

•Report race for non-Hispanic/Latino individuals only

Gender and race/ethnicity	Service Occupations	Sales and Related Occupations	Office and Administrative Support Occupations	Natural Resources, Construction, and Maintenance Occupations	Production, Transportation, and Material Moving Occupations	Grand Total (All full-time new hires)
Men						
Nonresident alien						0
Hispanic/Latino						2
American Indian or Alaska Native						0
Asian						1
Black or African American						1
Native Hawaiian or Other Pacific Islander						0
White						4
Two or more races						0
Race and ethnicity unknown						0
Total men	0	0	0	0	0	8
Women						
Nonresident alien						0
Hispanic/Latino						0
American Indian or Alaska Native						0
Asian						1

<u>Black or African American</u>	1		1				6
<u>Native Hawaiian or Other Pacific Islander</u>							0
<u>White</u>							5
<u>Two or more races</u>							0
<u>Race and ethnicity unknown</u>							0
Total women	1	0	1	0	0	0	12
Total (men+women)	1	0	1	0	0	0	20

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.

0

Institution: Community College of Philadelphia (215239)

User ID: P2152391

Prepared by

This survey component was prepared by:

<input type="radio"/> Keyholder	<input type="radio"/> SFA Contact	<input checked="" type="radio"/> HR Contact	<input type="radio"/> Finance Contact	<input type="radio"/> Other
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Name:

Email:

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

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****(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 2013.

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 2012**

Occupational category	Reported values		FTE staff
	Number of full-time staff	Number of part-time staff	
Total number of staff	859	754	1,110
Postsecondary Teachers	412	734	657
Instructional Staff	412	734	657
Instruction	0	0	0
Exclusively credit	0	0	0
Exclusively not-for-credit	0	0	0
Combined credit/not-for-credit	0	0	0
Instruction/research/public service	412	734	657
Research	0	0	0
Public Service	0	0	0
Library and Instructional Support Occupations	0	4	1
Librarians, Curators, and Archivists	0	4	1
Archivists, Curators, and Museum Technicians	0	0	0
Librarians	0	0	0
Library Technicians	0	4	1
Other Teachers and Instructional Support Staff	0	0	0
Management Occupations	81	0	81
Business and Financial Operations Occupations	84	0	84
Computer, Engineering, and Science Occupations	26	3	27
Community Service, Legal, Arts, and Media Occupations	19	1	19
Healthcare Practitioners and Technical Occupations	0	0	0
Service Occupations	40	0	40
Sales and Related Occupations	0	0	0
Office and Administrative Support Occupations	163	12	167

**Number of staff by employment status and occupational category:
Fall 2012**

Natural Resources, Construction, and Maintenance Occupations	34	0	34
Production, Transportation, and Material Moving Occupations	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 2012-13**

Academic rank	Full-time instructional staff				Total employees for Salary reporting	Total Number of Months	Salary Outlays	Weighted average Salaries per month
	9-month contracts	10-month contracts	11-month contracts	12-month contracts				
All Ranks		302		60	362	3,740	\$25,238,547	\$6,748
Professor		38		4	42	428	\$2,824,520	\$6,599
Associate professor		85		18	103	1,066	\$7,027,855	\$6,593
Assistant professor		149		23	172	1,766	\$13,083,888	\$7,409
Instructor		30		2	32	324	\$1,536,310	\$4,742
Lecturer				13	13	156	\$765,974	\$4,910
No academic rank								

NOTE: The above data are based on the Salary outlays part of the IPEDS HR component. The Weighted average salaries per month of full-time instructional staff by academic rank are calculated by adding the salary outlays reported for Men plus Women by academic rank [reported on the Part G, Salary outlays screen] then dividing the sum by the "Total Number of Months" for Men plus Women by academic rank [calculated from data reported on the Part G, Salary Worksheet screen]. 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 weighted average salaries per month may be included in the DFR.

Human Resources

Community College of Philadelphia (215239)

There are no errors for the selected survey and institution.