Institution: Texas A & M University-Corpus Christi (224147)
User ID: P2241477

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
- All staff must now be reported using the new IPEDS occupational categories, which align with the 2010 Standard Occupational Classfication (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.

[   ]

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

Number of Full-time Instructional Staff by Academic Rank and Tenure Status

As of November 1, 2014

		Professors	Associate professors	Assistant professors	Instructors	Lecturers	No academic rank	Total	Total from prior year
With Faculty Status	Tenured	77	85	3	0	0	0	165	**164**
	On Tenure Track	0	13	97	0	0	0	110	**96**
	Not on Tenure Track								
	Multi-year, continuing, or at-will contract								
	Annual contract	0	3	88	15	0	0	106	**99**
	Less-than-annual contract	0	0	2	0	0	16	18	**17**
Without Faculty status									
Total		77	101	190	15	0	16	399	

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/or Public Service separately, as indicated below

		With Faculty status				Without Faculty status	Total
	Tenured	On Tenure Track	Not on Tenure Track				
			Multi-year, continuing, or at-will contract	Annual contract	Less-than-annual contract		
Instructional staff	165	110	0	106	18	0	399
Total carried forward from previous screens	165	110		106	18		399
Primarily Instruction	165	110		106	18		399
❷ Exclusively credit	165	110		102	16		393
❷ Exclusively not-for-credit				1	0		1
Combined credit/not-for-credit				3	2		5
Instruction/research/public service staff							

Part B2 - Full-time Non-instructional Staff by Occupational Category and Tenure Status

	Number of Full-time Non-instructional Staff As of November 1, 2014						

Occupational category	With Faculty status					Without Faculty status	Total
	Tenured	On Tenure Track	Not on Tenure Track				
			Multi-year, continuing, or at-will contract	Annual contract	Less-than-annual contract		
Research staff						53	53
Public Service staff							
Archivists, Curators, and Museum Technicians 25-4010						3	3
Librarians 25-4020						9	9
Library Technicians 25-4030						17	17
ⓘStudent and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000						52	52
Management Occupations 11-0000	13					84	97
Business and Financial Operations Occupations 13-0000						115	115
Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000						68	68
Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000						88	88
Healthcare Practitioners and Technical Occupations 29-0000						13	13
Total	13	0	0	0	0	502	515
Total from prior year	13					477	490

Part B2 - Full-time Non-instructional Staff by Occupational Category

Number of Full-time Non-instructional Staff

As of November 1, 2014

Occupational category	Number of staff
Service Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	26
Sales and Related Occupations 41-0000	
Office and Administrative Support Occupations 43-0000	157
Natural Resources, Construction, and Maintenance Occupations 45-0000 + 47-0000 + 49-0000	12
Production, Transportation, and Material Moving Occupations 51-0000 + 53-0000	1
Total	196
Total from prior year	**197**

Institution: Texas A & M University-Corpus Christi (224147)
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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
	Tenured	On Tenure Track	Not on Tenure Track				
			Multi-year, continuing, or at-will contract	Annual contract	Less-than-annual contract		
Primarily Instruction	165	110		106	18		399
Exclusively credit	165	110		102	16		393
Exclusively not-for-credit				1	0		1
Combined credit/not-for-credit				3	2		5
Instruction/research/public service staff							
Research staff						53	53
Public Service staff							
Archivists, Curators, and Museum Technicians 25-4010						3	3
Librarians 25-4020						9	9
Library Technicians 25-4030						17	17
Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000						52	52
Management Occupations 11-0000	13					84	97
Business and Financial Operations Occupations 13-0000						115	115
Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000						68	68
Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000						88	88
Healthcare Practitioners and Technical Occupations 29-0000						13	13
Service Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000							26
Sales and Related Occupations 41-0000							
Office and Administrative Support Occupations 43-0000							157
Natural Resources, Construction, and Maintenance Occupations 45-0000 + 47-0000 + 49-0000							12
Production, Transportation, and Material Moving Occupations 51-0000 + 53-0000							1
Total							1,110

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, non-medical school 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	Months worked				Total Staff for Salary reporting	Total Number of Months	Total full-time non-medical school instructional staff from Part A	Balance (all other full-time instructional staff)
	12 months	11 months	10 months	9 months				
Men								
Professors	7	0	0	50	57	534		
Associate professors	4	0	0	58	62	570		
Assistant professors	2	0	0	73	75	681		
Instructors	0	0	0	6	6	54		
Lecturers						0		
No academic rank						0		
Total men	13	0	0	187	200	1,839		
Women								
Professors	0	0	0	20	20	180		
Associate professors	4	0	0	35	39	363		
Assistant professors	0	0	0	113	113	1,017		
Instructors	0	0	0	9	9	81		
Lecturers						0		
No academic rank						0		
Total women	4	0	0	177	181	1,641		
Total (men + women)	17	0	0	364	381	3,480	399	◆ 18

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)	❓ Total Annual Salary Outlays	❓ Weighted Average Monthly Salaries
Men				
Professors	57	534	5,925,636	11,097
Associate professors	62	570	4,647,414	8,153
Assistant professors	75	681	4,330,732	6,359
Instructors	6	54	284,349	5,266
Lecturers		0		
No academic rank		0		
Total men	200	1,839	15,188,131	8,259
Women				
Professors	20	180	1,647,855	9,155
Associate professors	39	363	2,833,410	7,806
Assistant professors	113	1,017	6,294,144	6,189
Instructors	9	81	355,104	4,384
Lecturers		0		
No academic rank		0		
Total women	181	1,641	11,130,513	6,783
Total (men + women)	381	3,480	26,318,644	7,563

Part G - Salary outlays for non-instructional staff

Salary Outlays for **Full-time** Non-instructional Staff		
Annual Salary Outlays, 2014-15		
Occupational category	❓ Number of full-time staff (carried forward from previous screens)	❓ Total annual salary outlays
Research staff	53	2,521,556
Public Service staff		0
Library and Student and Academic Affairs and Other Education Services Occupations 25-4000 + 25-2000 + 25-3000 + 25-9000	81	2,447,961
Management Occupations 11-0000	97	9,362,483
Business and Financial Operations Occupations 13-0000	115	5,482,432
Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000	68	3,747,399
Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000	88	3,746,473
Healthcare Practitioners and Technical Occupations 29-0000	13	626,130
Service Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	26	904,053
Sales and Related Occupations 41-0000		0
Office and Administrative Support Occupations 43-0000	157	4,869,822
Natural Resources, Construction, and Maintenance Occupations 45-0000 + 47-0000 + 49-0000	12	523,563
Production, Transportation, and Material Moving Occupations 51-0000 + 53-0000	1	38,603

Part E - Part-time Staff by Occupational Category and Tenure Status

Number of Part-time Staff

As of November 1, 2014

Occupational category	With Faculty status					Without Faculty status	Total
	Tenured	On Tenure Track	Not on Tenure Track				
			Multi-year, continuing, or at-will contract	Annual contract	Less-than-annual contract		
Primarily Instruction	3	0		19	177		199
ⓘ Exclusively credit	3	0		19	174		196
ⓘ Exclusively not-for-credit				0	2		2
Combined credit/not-for-credit				0	1		1
Instruction/research/public service staff							
Research staff						1	1
Public Service staff							
Archivists, Curators, and Museum Technicians 25-4010						0	0
Librarians 25-4020						0	0
Library Technicians 25-4030						0	0
ⓘ Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000						1	1
Management Occupations 11-0000	0					1	1
Business and Financial Operations Occupations 13-0000						1	1
Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000						0	0
Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000						0	0
Healthcare Practitioners and Technical Occupations 29-0000						1	1
Total	3	⬥ 0	0	19	177	5	204
Total from prior year	**2**	**4**		**9**	**168**	**10**	**193**

Part E - Part-time Staff by Occupational Category

Number of <u>Part-time Staff</u>

As of November 1, 2014

Occupational category	Number of staff
<u>Service Occupations</u> 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	0
<u>Sales and Related Occupations</u> 41-0000	
<u>Office and Administrative Support Occupations</u> 43-0000	4
<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
Total	4
PY Total	**3**
Graduate Assistants	231
PY Graduate Assistants	**230**
<u>Teaching</u>	132
<u>Research</u>	99
<u>Management</u>	
<u>Business and Financial Operations</u>	
<u>Computer, Engineering, and Science</u>	
<u>Community Service, Legal, Arts, and Media</u>	
<u>Library and Student and Academic Affairs and Other Education Services Occupations</u>	
<u>Healthcare Practitioners and Technical</u>	

Part F - Part-time Summary

Summary of Part-time Staff

As of November 1, 2014

Occupational category	With Faculty status					Without Faculty status	Total
	Tenured	On Tenure Track	Not on Tenure Track				
			Multi-year, continuing, or at-will contract	Annual contract	Less-than-annual contract		
Primarily Instruction	3	0		19	177		199
Exclusively credit	3	0		19	174		196
Exclusively not-for-credit				0	2		2
Combined credit/not-for-credit				0	1		1
Instruction/research/public service staff							
Research staff						1	1
Public Service staff							
Archivists, Curators, and Museum Technicians 25-4010						0	0
Librarians 25-4020						0	0
Library Technicians 25-4030						0	0
Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000						1	1
Management Occupations 11-0000	0					1	1
Business and Financial Operations Occupations 13-0000						1	1
Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000						0	0
Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000						0	0
Healthcare Practitioners and Technical Occupations 29-0000						1	1
Service Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000							0
Sales and Related Occupations 41-0000							
Office and Administrative Support Occupations 43-0000							4
Natural Resources, Construction, and Maintenance Occupations 45-0000 + 47-0000 + 49-0000							0
Production, Transportation, and Material Moving Occupations 51-0000 + 53-0000							0
Graduate Assistants							231
Teaching 25-1191							132
Research							99
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	
Library and Student and Academic Affairs and Other Education Services Occupations 25-4000 + 25-2000 + 25-3000 + 25-9000	
Healthcare Practitioners and Technical Occupations 29-0000	
Total	439

Part H - New Hires by Occupational Category and Tenure Status

Number of <u>Newly Hired</u> <u>Full-time</u> Permanent Staff

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

Occupational category	With Faculty status					Without Faculty status	Total
	Tenured	On Tenure Track	Not on Tenure Track				
			Multi-year, continuing, at-will contract	Annual contract	Less-than-annual contract		
Instructional Staff	5	25		24	5		59
Research staff							5
Public Service staff							
Library and Student and Academic Affairs and Other Education Services Occupations							3
Management Occupations 11-0000							3
Business and Financial Operations Occupations 13-0000							6
Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000							5
Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000							8
Healthcare Practitioners and Technical Occupations 29-0000							3
Service Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000							1
Sales and Related Occupations 41-0000							
Office and Administrative Support Occupations 43-0000							12
Natural Resources, Construction, and Maintenance Occupations 45-0000 + 47-0000 + 49-0000							
Production, Transportation, and Material Moving Occupations 51-0000 + 53-0000							

Human Resources Survey Evaluation

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

Prepared by

This survey component was prepared by:

⭘ Keyholder	⭘ SFA Contact	⭘ HR Contact
⭘ Finance Contact	⭘ Academic Library Contact	⭘ Other

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

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	1,110	208	1,179
Instructional Staff	399	199	465
Primary Instruction	399	199	465
Exclusively credit	393	196	458
Exclusively not-for-credit	1	2	2
Combined credit/not-for-credit	5	1	5
Instruction/research/public service			
Research Staff	53	1	53
Public Service Staff			
Library and Student and Academic Affairs and Other Education Services Occupations SOC	81	1	81
Librarians, Curators, and Archivists SOC 25-4000	29	0	29
Archivists, Curators, and Museum Technicians SOC 25-4010	3	0	3
Librarians SOC 25-4020	9	0	9
Library Technicians SOC 25-4030	17	0	17
Student and Academic Affairs and Other Education Services Occupations SOC 25-2000 + 25-3000 + 25-9000	52	1	52
Management Occupations SOC 11-0000	97	1	97
Business and Financial Operations Occupations SOC 13-0000	115	1	115
Computer, Engineering, and Science Occupations SOC 15-0000 + 17-0000 + 19-0000	68	0	68
Community, Social Service, Legal, Arts, Design, Entertainment, Sports and Media Occupations SOC 21-0000 + 23-0000 + 27-0000	88	0	88
Healthcare Practitioners and Technical Occupations SOC 29-0000	13	1	13
Service Occupations SOC 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	26	0	26
Sales and Related Occupations SOC 41-0000			
Office and Administrative Support Occupations SOC 43-0000	157	4	158
Natural Resources, Construction, and Maintenance Occupations SOC 45-0000 + 47-0000 + 49-0000	12	0	12

Production, Transportation, and Material Moving Occupations SOC 51-0000 + 53-0000	1	0	1

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	17			364	381	3,480	$26,318,644	$7,563
Professor	7			70	77	714	$7,573,491	$10,607
Associate professor	8			93	101	933	$7,480,824	$8,018
Assistant professor	2			186	188	1,698	$10,624,876	$6,257
Instructor				15	15	135	$639,453	$4,737
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.

Edit Report

Human Resources

Texas A & M University-Corpus Christi (224147)

Source	Description	Severity	Resolved	Options
Screen: G - Salaries Worksheet				
Screen Entry	The calculated total number of staff (men+women) in the Balance column of the Salaries Worksheet screen in Part G is greater than or equal to the number of full-time instructional staff reported on Less-than-annual contracts in Part A. The Balance column should only include staff whose annual salary covers fewer than 9 months worked. Please confirm that the data reported are correct. (Error #1390)	Confirmation	Yes	
Related Screens:	A2 - FT Instructional, Function, G - Salaries Worksheet			
Screen: E - PT Staff, Occupation and Tenure - 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:	This data point has been verified and is accurate for 2015.			