IPEDS²⁰²²⁻²³ Data Collection System

User ID: P2097461

Human Resources 2022-23

Institution: Portland Community College (209746)

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 data to accurately reflect the time period corresponding with the IPEDS survey component, even if such reporting is seemingly inconsistent with prior-year reporting.
- 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.

Changes in reporting

- The following changes were implemented for the 2022-23 data collection period:
 - The reporting date for new hires has been changed to state that for new hires you must report the number of persons who were hired for full-time permanent employment either for the first time (new to the institution) or after a break in service of persons that are on the payroll of the institution as of November 1, 2022.
 - The 'Nonresident alien' category has been changed to 'U.S. Nonresident' but should include the same category of staff/faculty.

Resources:

- To download the survey materials for this component: <u>Survey Materials</u>
- All staff must now be reported using the new IPEDS occupational categories, which align with the 2018 Standard Occupational Classification (SOC) codes. Additional information and resources can be found in the <u>IPEDS HR/SOC Information Center</u>, including general information about the SOC, the IPEDS/SOC crosswalk, a SOC Browse Tool, Frequently Asked Questions, and Web Tutorials.
- To access your prior year data submission for this component: <u>Reported Data</u>

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

Institution: Portland Community College (209746)

Human Resources Screening Questions

Does your institution have any <u>part-time</u> staff?

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

ONo

●Yes

Does your institution have graduate assistants?

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

No

O Yes

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

ONo

●Yes

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.

O No

Yes

Did your institution hire any persons for full-time permanent employment either for the first time (new to the institution) or after a break in service on the payroll as of November 1, 2022?

(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.*

O No

Yes

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)?

You may use the box below to provide additional context for the data you have reported above.

Part A1 - Full-time Instructional Staff by Academic Rank and Tenure Status - Tenured

Number of Full-time Instructional Staff With Faculty Status Tenured

As of November 1, 2022

- 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

		4		No academic			
Race/ethnicity	Professors	Associate professors	Assistant professors	Instructors	Lecturers	rank	Total
U.S. Nonresident				0			0
Hispanic/Latino				13			13
American Indian or Alaska Native				1			1
Asian				6			6
Black or African American				0			0
Native Hawaiian or Other Pacific Islander				0			0
White				115			115
Two or more races				2			2
Race and ethnicity unknown				8			8
Total men	0	0	0	145	0	0	145

		<u> </u>	Academic Rank			No academic	
Race/ethnicity	Professors	Associate professors	Assistant professors	Instructors	Lecturers	rank	Total
U.S. Nonresident				0			0
Hispanic/Latino				8			8
American Indian or Alaska Native				0			0
Asian				9			9
Black or African American				0			0
Native Hawaiian or Other Pacific Islander				0			0
White				132			132
Two or more races				6			6
Race and ethnicity unknown				5			5
Total women	0	0	0	160	0	0	160
Total (men+women)	0	0	0	305	0	0	305
Total from prior year							319

Part A1 - Full-time Instructional Staff by Academic Rank and Tenure Status - On Tenure Track

Number of Full-time Instructional Staff With Faculty Status On Tenure Track

As of November 1, 2022

- 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

		4	<u>Academic Rank</u>			No academic	
Race/ethnicity	Professors	Associate professors	Assistant professors	Instructors	Lecturers	rank	Total
U.S. Nonresident				0			0
Hispanic/Latino				5			5
American Indian or Alaska Native				0			0
Asian				2			2
Black or African American				2			2
Native Hawaiian or Other Pacific Islander				0			0
White				14			14
Two or more races				2			2
Race and ethnicity unknown				5			5
Total men	0	0	0	30	0	0	30

		ŀ	Academic Rank			No academic	
Race/ethnicity	Professors	Associate professors	Assistant professors	Instructors	Lecturers	rank	Total
U.S. Nonresident				1			1
Hispanic/Latino				4			4
American Indian or Alaska Native				0			0
Asian				6			6
Black or African American				2			2
Native Hawaiian or Other Pacific Islander				0			0
White				21			21
Two or more races				2			2
Race and ethnicity unknown				4			4
Total women	0	0	0	40	0	0	40
Total (men+women)	0	0	0	70	0	0	70
Total from prior year							43

Number of Full-time Instructional Staff With Faculty Status Not on Tenure Track - Multi-Year Contract

As of November 1, 2022

- 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

		<u>1</u>	<u>Academic Rank</u>			No academic	Total
Gender and race/ethnicity	Professors	Associate professors	Assistant professors	Instructors	Lecturers	rank	
U.S. Nonresident	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							0
Two or more races							0
Race and ethnicity unknown							0
Total men	0	0	0	0	0	0	0

		ŀ	Academic Rank			No academic	
Gender and race/ethnicity	Professors	Associate professors	Assistant professors	Instructors	Lecturers	rank	Total
U.S. Nonresident							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							0
Two or more races							0
Race and ethnicity unknown	0						0
Total women	0	0	0	0	0	0	0
Total (men+women)	0	0	0	0	0	0	0
Total from prior year							

Number of Full-time Instructional Staff With Faculty Status Not on Tenure Track - Annual Contract

As of November 1, 2022

- 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

			<u>Academic Rank</u>			No academic	Total
Race/ethnicity	Professors	Associate professors	Assistant professors	Instructors	Lecturers	rank	
U.S. Nonresident				0			0
Hispanic/Latino				0			0
American Indian or Alaska Native				0			0
Asian				0			0
Black or African American				1			1
Native Hawaiian or Other Pacific Islander				0			0
White				5			5
Two or more races				0			0
Race and ethnicity unknown				1			1
Total men	0	0	0	7	0	0	7

		ŀ	Academic Rank			No academic	
Race/ethnicity	Professors	Associate professors	Assistant professors	Instructors	Lecturers	rank	Total
U.S. Nonresident				0			0
Hispanic/Latino				0			0
American Indian or Alaska Native				1			1
Asian				0			0
Black or African American				0			0
Native Hawaiian or Other Pacific Islander				0			0
White				10			10
Two or more races				0			0
Race and ethnicity unknown				0			0
Total women	0	0	0	11	0	0	11
Total (men+women)	0	0	0	18	0	0	18
Total from prior year							24

Number of Full-time Instructional Staff With Faculty Status Not on Tenure Track - Less-than-annual Contract

As of November 1, 2022

- 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

Page (athright)			Academic Rank			No academic	Total
Race/ethnicity	Professors	Associate professors	Assistant professors	Instructors	Lecturers	rank	
U.S. Nonresident	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							0
Two or more races							0
Race and ethnicity unknown							0
Total men	0	0	0	0	0	0	0

		ŀ	Academic Rank			No academic	
Race/ethnicity	Professors	Associate professors	Assistant professors	Instructors	Lecturers	rank	Total
U.S. Nonresident	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							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							

Number of Full-time Instructional Staff With Faculty Status Not on Tenure Track - Indefinite duration contract

Part A1 - Full-time Instructional Staff by Academic Rank and Tenure Status - Indefinite duration contract

As of November 1, 2022

- 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

		4	<u>Academic Rank</u>			No academic	Total
Gender and race/ethnicity	Professors	Associate professors	Assistant professors	Instructors	Lecturers	rank	
U.S. Nonresident	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							0
Two or more races							0
Race and ethnicity unknown							0
Total men	0	0	0	0	0	0	0

			Academic Rank			No academic	
Gender and race/ethnicity	Professors	Associate professors	Assistant professors	Instructors	Lecturers	rank	Total
U.S. Nonresident	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							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							

Number of Full-time Instructional Staff Without Faculty Status

As of November 1, 2022

- 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.S. Nonresident	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 men	0

Women

Race/ethnicity	Without Faculty Status
U.S. Nonresident	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, 2022

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

	With Faculty Status							
		On Tenure		Not on Tenure Track				Total
	<u>Tenured</u>	<u>Track</u>	<u>Multi-</u> <u>year</u>	<u>Annual</u> contract	Less-than-annual contract	Indefinite duration (continuing or at-will)	Faculty Status	
Instructional staff	305	70	0	18	0	0	0	393
Total carried forward from previous screens	305	70	0	18	0	0	0	393
Primarily Instruction	305	70	0	18	0	0	0	393
Exclusively credit	282	64		17				363
 Exclusively not-for-credit 	6	1		0				7
Combined credit/not-for- credit	17	5		1				23
Instruction/research/public service staff	0	0		0				0

Part A3 - Full-time Instructional Staff - Totals

Total number of Full-time Instructional Staff

As of November 1, 2022

Race/ethnicity	Total men	Total women	Total (men+women)
U.S. Nonresident	0	1	1
Hispanic/Latino	18	12	30
American Indian or Alaska Native	1	1	2
Asian	8	15	23
Black or African American	3	2	5
Native Hawaiian or Other Pacific Islander	0	0	0
White	134	163	297
Two or more races	4	8	12
Race and ethnicity unknown	14	9	23
Total	182	211	393
Total from prior year			386

Number of Full-time Non-instructional Staff by Occupational Category

As of November 1, 2022

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

Men

Race/ethnicity	Instructional Staff (carried forward from Part A)	Research staff	Public Service staff
U.S. Nonresident	0	0	
Hispanic/Latino	18		
American Indian or Alaska Native	1		
Asian	8		
Black or African American	3		
Native Hawaiian or Other Pacific Islander	0		
White	134		
Two or more races	4		
Race and ethnicity unknown	14		
Total men	182	0	0

Race/ethnicity	Instructional Staff (carried forward from Part A)	Research staff	Public Service staff
U.S. Nonresident	1	0	
Hispanic/Latino	12		
American Indian or Alaska Native	1		
Asian	15		
Black or African American	2		
Native Hawaiian or Other Pacific Islander	0		
White	163		
Two or more races	8		
Race and ethnicity unknown	9		
Total women	211	0	0
Total (men+women)	393	0	0
Total from prior year	386		

As of November 1, 2022

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

Men

Race/ethnicity	<u>Archivists, Curators, and</u> <u>Museum Technicians</u> 25-4010	Librarians and Media Collections Specialists 25-4020	<u>Library</u> <u>Technicians</u> 25-4030	Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000
U.S. Nonresident			0	0
Hispanic/Latino			0	3
<u>American Indian or Alaska</u> <u>Native</u>			0	0
<u>Asian</u>			2	1
Black or African American			1	1
<u>Native Hawaiian or Other</u> Pacific Islander			0	0
<u>White</u>		1	3	25
Two or more races			0	0
Race and ethnicity unknown			0	1
Total men	0	1	6	31

Race/ethnicity	Archivists, Curators, and Museum Technicians 25-4010	Librarians and Media Collections Specialists 25-4020	<u>Library</u> <u>Technicians</u> 25-4030	<u>Student and Academic Affairs and Other</u> <u>Education Services Occupations</u> 25-2000 + 25-3000 + 25-9000
U.S. Nonresident		0	0	0
Hispanic/Latino		1	0	7
American Indian or Alaska Native		0	0	0
Asian		2	2	3
Black or African American		0	1	2
Native Hawaiian or Other Pacific Islander		0	0	0
White		8	8	16
Two or more races		0	1	0
Race and ethnicity unknown		0	1	0
Total women	0	11	13	28
Total (men+women)	0	12	19	59
Total from prior year		12	20	65

Number of Full-time Non-instructional Staff by Occupational Category

As of November 1, 2022

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

Men

Race/ethnicity	<u>Management</u> Occupations 11-0000	Business and Financial Operations Occupations 13-0000	<u>Computer,</u> <u>Engineering, and</u> <u>Science Occupations</u> 15-0000 + 17-0000 + 19-0000	<u>Community, Social Service, Legal,</u> <u>Arts, Design, Entertainment, Sports,</u> <u>and Media Occupations</u> 21-0000 + 23-0000 + 27-0000	<u>Healthcare</u> <u>Practitioners and</u> <u>Technical Occupations</u> 29-0000
U.S. Nonresident	0	0	0	0	
Hispanic/Latino	13	0	4	7	
<u>American Indian or</u> <u>Alaska Native</u>	0	0	1	0	
<u>Asian</u>	5	2	16	1	
<u>Black or African</u> <u>American</u>	6	1	5	2	
<u>Native Hawaiian or</u> <u>Other Pacific Islander</u>	0	0	0	0	
<u>White</u>	45	13	62	39	
Two or more races	1	2	5	2	
Race and ethnicity unknown	3	1	7	4	
Total men	73	19	100	55	0

Race/ethnicity	<u>Management</u> <u>Occupations</u> 11-0000	Business and Financial Operations Occupations 13-0000	<u>Computer.</u> <u>Engineering, and</u> <u>Science Occupations</u> 15-0000 + 17-0000 + 19-0000	<u>Community, Social Service, Legal,</u> <u>Arts, Design, Entertainment, Sports,</u> <u>and Media Occupations</u> 21-0000 + 23-0000 + 27-0000	<u>Healthcare</u> <u>Practitioners and</u> <u>Technical Occupations</u> 29-0000
U.S. Nonresident	0	1	0	0	
Hispanic/Latino	9	8	1	25	
American Indian or Alaska Native	0	0	0	1	
Asian	4	5	12	11	
Black or African American	1	1	5	8	
Native Hawaiian or Other Pacific Islander	0	1	0	2	
White	70	53	31	121	
Two or more races	4	2	2	6	
Race and ethnicity unknown	7	0	1	10	
Total women	95	71	52	184	0
Total (men+women)	168	90	152	239	0

Total from prior year	148	79	162	249	

Number of Full-time Non-instructional Staff by Occupational Category

As of November 1, 2022

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

Men

Race/ethnicity	<u>Service</u> <u>Occupations</u> 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	Sales and <u>Related</u> <u>Occupations</u> 41-0000	Office and Administrative Support Occupations 43-0000	<u>Natural Resources,</u> <u>Construction, and</u> <u>Maintenance</u> <u>Occupations</u> 45-0000 + 47-0000 + 49-0000	<u>Production,</u> <u>Transportation, and</u> <u>Material Moving</u> <u>Occupations</u> 51-0000 + 53-0000	Grand Total (All full-time staff)
U.S. Nonresident	0		0	0	0	0
Hispanic/Latino	16		9	1	0	71
<u>American Indian or</u> <u>Alaska Native</u>	2		0	2	0	6
Asian	12		3	0	0	50
<u>Black or African</u> <u>American</u>	7		1	0	1	28
<u>Native Hawaiian or</u> <u>Other Pacific</u> Islander	0		1	1	0	2
White	45		33	18	3	421
Two or more races	2		1	0	0	17
Race and ethnicity unknown	6		3	1	0	40
Total men	90	0	51	23	4	635

Race/ethnicity	<u>Service</u> <u>Occupations</u> 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	<u>Sales and</u> <u>Related</u> <u>Occupations</u> 41-0000	Office and Administrative Support Occupations 43-0000	<u>Natural Resources,</u> <u>Construction, and</u> <u>Maintenance</u> <u>Occupations</u> 45-0000 + 47-0000 + 49-0000	<u>Production,</u> <u>Transportation, and</u> <u>Material Moving</u> <u>Occupations</u> 51-0000 + 53-0000	Grand Total (All full-time staff)
U.S. Nonresident	0		0	0		2
Hispanic/Latino	11		18	1		93
American Indian or Alaska Native	0		3	0		5
Asian	2		15	0		71
Black or African American	2		5	0		27
Native Hawaiian or Other Pacific Islander	0		0	0		3
White	12	4	115	1		602
Two or more races	0	1	11	0		35
Race and ethnicity unknown	5	0	11	0		44

Total women	32	5	178	2	0	882
Total (men+women)	122	5	229	25	4	1,517
Total from prior year	126	6	236	21	4	1,514

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

Number of Full-time Non-instructional Staff

As of November 1, 2022

				With <u>Faculty S</u>	<u>Status</u>		Without		
Occupational category		On Tenure		<u>N</u>	lot on Tenure Tracl	<u>k</u>	Faculty	Total	
	<u>Tenured</u>	Track	<u>Multi-</u> <u>year</u>	<u>Annual</u> contract	Less-than- annual contract	Indefinite duration (continuing or at-will)	Status		
Research staff							0	0	
Public Service staff							0	0	
<u>Archivists, Curators, and Museum</u> <u>Technicians</u> 25-4010							0	0	
Librarians and Media Collections Specialists 25-4020	10	2						12	
<u>Library Technicians</u> 25-4030							19	19	
 <u>Student and Academic Affairs and Other</u> <u>Education Services Occupations</u> 25-2000 + 25-3000 + 25-9000 							59	59	
Management Occupations 11-0000	14			0			154	168	
Business and Financial Operations Occupations 13-0000							90	90	
<u>Computer, Engineering, and Science</u> <u>Occupations</u> 15-0000 + 17-0000 + 19-0000							152	152	
<u>Community, Social Service, Legal, Arts,</u> <u>Design, Entertainment, Sports, and Media</u> <u>Occupations</u> 21-0000 + 23-0000 + 27-0000	9	6		2			222	239	
<u>Healthcare Practitioners and Technical</u> <u>Occupations</u> 29-0000							0	0	
Total	33	8	0	2	0	0	696	739	
Total from prior year	34	8		1	0		692	735	

Summary of Full-time Staff

As of November 1, 2022

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

					With Faculty	Status			
					N	ot on Tenure Trac	ck	Without	
Оссира	ational category	Tenured	On Tenure Track	Multi-year	Annual contract	Less-than- annual contract	Indefinite duration (continuing or at-will)	Faculty Status	Total
Primari	ily Instruction	305	70	0	18	0	0	0	393
	Exclusively credit	282	64		17				363
	Exclusively not-for-credit	6	1		0				7
	Combined credit/not-for-credit	17	5		1				23
Instruc	tion/research/public service staff	0	0		0				0
Resear	ch staff							0	0
Public	Service staff							0	0
Archivi 25-401	sts, Curators, and Museum Technicians 0							0	0
Libraria 25-402	ans and Media Collections Specialists 0	10	2						12
Library 25-403	Technicians 0							19	19
Service	at and Academic Affairs and Other Education as Occupations 0 + 25-3000 + 25-9000							59	59
Manag 11-000	ement Occupations 0	14			0			154	168
Busine 13-000	ss and Financial Operations Occupations 0							90	90
	iter, Engineering, and Science Occupations 0 + 17-0000 + 19-0000							152	152
Enterta	unity, Social Service, Legal, Arts, Design, ainment, Sports, and Media Occupations 0 + 23-0000 + 27-0000	9	6		2			222	239
Healtho 29-000	care Practitioners and Technical Occupations 0							0	0
	e Occupations 0 + 33-0000 + 35-0000 + 37-0000 + 39-0000								122
Sales a 41-000	and Related Occupations 0								5
Office a 43-000	and Administrative Support Occupations 0								229
Occupa	l Resources, Construction, and Maintenance ations 0 + 47-0000 + 49-0000								25
Occupa	ction, Transportation, and Material Moving ations 0 + 53-0000								4
Total									1,517

Institution: Portland Community College (209746)

Part G1 - Salaries Worksheet

Number of <u>Full-time</u> Instructional Staff For Calculation of Total Number of Months

- · 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

Men

Cender and academic rank		0	Months wor	ked			Total staff for salary	
Gender and academic rank	12 months	11 months	10 months	9 months	< 9 months	Total Staff	reporting	
Professors						0	0	
Associate professors						0	0	
Assistant professors						0	0	
Instructors			182			182	182	
Lecturers						0	0	
No academic rank						0	0	
Total men	0	0	182	0	0	182	182	
Total men full-time instructional staff from Part A						182		

		0	Months worl	ked			 Total staff for salary
Gender and academic rank	12 months	11 months	10 months	9 months	< 9 months	Total Staff	reporting
Professors						0	0
Associate professors						0	0
Assistant professors						0	0
Instructors			211			211	211
Lecturers						0	0
No academic rank						0	0
Total women	0	0	211	0	0	211	211
Total women full-time instructional staff from Part A						211	
Total (men+women)	0	0	393	0	0	393	393
Total (men+women) full-time instructional staff from Part A						393	

Part G2 - Salary Outlays for Instructional Staff

Salary Outlays for Full-time Instructional Staff

Annual Salary Outlays, 2022-23

- 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, Part G1 Salaries Worksheet
- Using the TOTAL ANNUAL salary outlays data provided, the system will calculate the Equated 9 months by academic rank and gender.

Men

Gender and academic	Total staff for salary		Salary Outlays								
rank	reporting (from Part G, screen 1)	12 months	11 months	10 months	9 months	 Equated 9 months 					
Professors	0					0					
Associate professors	0					0					
Assistant professors	0					0					
Instructors	182			15,998,403		14,398,563					
Lecturers	0					0					
No academic rank	0					0					
Total men	182	0	0	15,998,403	0	14,398,563					

Gender and academic	Total staff for salary		Salary Outlays								
rank	reporting (from Part G, screen 1)	12 months	11 months	10 months	9 months	 Equated months 					
Professors	0					0					
Associate professors	0					0					
Assistant professors	0					0					
Instructors	211			17,906,973		16,116,276					
Lecturers	0					0					
No academic rank	0					0					
Total women	211	0	0	17,906,973	0	16,116,276					
Total (men + women)	393	0	0	33,905,376	0	30,514,838					

Part G3 - Average Salaries for Instructional Staff by Academic Rank

Average Salary by academic rank for Full-time Instructional Staff

Annual Average Salaries, 2022-23

Men

Gender and academic rank	Total staff for salary reporting	Annual Average Salaries						
	(from Part G, screen 1)	12 months	11 months	10 months	9 months	Equated 9 months		
Professors	0							
Associate professors	0							
Assistant professors	0							
Instructors	182			87,903		79,113		
Lecturers	0							
No academic rank	0							
Total men	182			87,903		79,113		

Gender and academic rank	Total staff for salary reporting	Annual Average Salaries						
	(from Part G, screen 1)	12 months	11 months	10 months	9 months	Equated 9 months		
Professors	0							
Associate professors	0							
Assistant professors	0							
Instructors	211			84,867		76,380		
Lecturers	0							
No academic rank	0							
Total women	211			84,867		76,380		

Total (men+women)	393		86,273		77,646	
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Part G4 - Salary Outlays for Non-instructional Staff

Salary Outlays for Full-time Non-instructional Staff

Annual Salary Outlays, 2022-23

Occupational category	 Number of full-time staff (carried forward from the Part B - FT, non-instructional staff screens) 	Total annual salary outlays
Research staff	0	
Public Service staff	0	
Library and Student and Academic Affairs and Other Education Services Occupations 25-4000 + 25-2000 + 25-3000 + 25-9000	90	6,551,497
Management Occupations 11-0000	168	18,879,793
Business and Financial Operations Occupations 13-0000	90	6,975,256
Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000	152	12,558,837
<u>Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and</u> <u>Media Occupations</u> 21-0000 + 23-0000 + 27-0000	239	17,797,048
Healthcare Practitioners and Technical Occupations 29-0000	0	0
<u>Service Occupations</u> 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	122	6,809,024
Sales and Related Occupations 41-0000	5	296,988
Office and Administrative Support Occupations 43-0000	229	13,549,728
Natural Resources, Construction, and Maintenance Occupations 45-0000 + 47-0000 + 49-0000	25	1,852,364
Production, Transportation, and Material Moving Occupations 51-0000 + 53-0000	4	230,379
Total	1,124	85,500,914
Total from prior year	1,128	80,707,559

Number of Part-time Staff by Occupational Category

As of November 1, 2022

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

Men

Race/ethnicity	Instructional staff	Research staff	Public Service staff
U.S. Nonresident	1		
Hispanic/Latino	24		
American Indian or Alaska Native	2		
Asian	18		
Black or African American	9		
Native Hawaiian or Other Pacific Islander	0		
White	283		
Two or more races	9		
Race and ethnicity unknown	41		
Total men	387	0	0

Race/ethnicity	Instructional staff	Research staff	Public Service staff
U.S. Nonresident	2		
Hispanic/Latino	32		
American Indian or Alaska Native	2		
Asian	34		
Black or African American	8		
Native Hawaiian or Other Pacific Islander	0		
White	407		
Two or more races	13		
Race and ethnicity unknown	35		
Total women	533	0	0
Total (men+women)	920	0	0
Total from prior year	977		

Part D - Part-time Staff by Occupational Category

Number of Part-time Staff by Occupational Category

As of November 1, 2022

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

Men

Race/ethnicity	<u>Archivists, Curators,</u> <u>and Museum</u> <u>Technicians</u> 25-4010	<u>Librarians and</u> <u>Media Collections</u> <u>Specialists</u> 25-4020	<u>Library</u> <u>Technicians</u> 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.S. Nonresident				0	0
Hispanic/Latino				0	0
<u>American Indian or</u> <u>Alaska Native</u>				0	0
<u>Asian</u>				2	2
<u>Black or African</u> <u>American</u>				0	0
<u>Native Hawaiian or</u> <u>Other Pacific Islander</u>				0	0
White				11	11
Two or more races				0	0
<u>Race and ethnicity</u> <u>unknown</u>				2	2
Total men	0	0	0	15	15

Race/ethnicity	<u>Archivists, Curators,</u> <u>and Museum</u> <u>Technicians</u> 25-4010	<u>Librarians and</u> <u>Media Collections</u> <u>Specialists</u> 25-4020	<u>Library</u> <u>Technicians</u> 25-4030	<u>Student and Academic Affairs</u> <u>and Other Education Services</u> <u>Occupations</u> 25-2000 + 25-3000 + 25-9000	Library and Student and Academic Affairs and Other Education Services Occupations
U.S. Nonresident				0	0
Hispanic/Latino				4	4
American Indian or Alaska Native				0	0
Asian				0	0
Black or African American				0	0
Native Hawaiian or Other Pacific Islander				0	0
White		7		15	22
Two or more races		0		0	0
Race and ethnicity unknown		1		4	5
Total women	0	8	0	23	31
Total (men+women)	0	8	0	38	46
Total from prior year		10		72	82

Institution: Portland Community College (209746)

Part D - Part-time Staff by Occupational Category

Number of Part-time Staff

As of November 1, 2022

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

Men

Race/ethnicity	<u>Management</u> <u>Occupations</u> 11-0000	Business and Financial Operations Occupations 13-0000	<u>Computer,</u> <u>Engineering, and</u> <u>Science Occupations</u> 15-0000 + 17-0000 + 19-0000	<u>Community, Social Service, Legal,</u> <u>Arts, Design, Entertainment, Sports,</u> <u>and Media Occupations</u> 21-0000 + 23-0000 + 27-0000	Healthcare Practitioners and Technical Occupations 29-0000
U.S. Nonresident			0		
Hispanic/Latino			0		
<u>American Indian or</u> <u>Alaska Native</u>			0		
Asian			1		
<u>Black or African</u> <u>American</u>			0		
<u>Native Hawaiian or</u> <u>Other Pacific Islander</u>			0		
<u>White</u>			3	8	
Two or more races			0	1	
<u>Race and ethnicity</u> <u>unknown</u>			0	0	
Total men	0	0	4	9	0

Race/ethnicity	<u>Management</u> <u>Occupations</u> 11-0000	Business and Financial Operations Occupations 13-0000	<u>Computer,</u> <u>Engineering, and</u> <u>Science Occupations</u> 15-0000 + 17-0000 + 19-0000	<u>Community, Social Service, Legal,</u> <u>Arts, Design, Entertainment, Sports,</u> <u>and Media Occupations</u> 21-0000 + 23-0000 + 27-0000	<u>Healthcare</u> <u>Practitioners and</u> <u>Technical Occupations</u> 29-0000
U.S. Nonresident			0	0	
Hispanic/Latino			1	2	
American Indian or Alaska Native			0	0	
Asian			0	3	
Black or African American			0	0	
Native Hawaiian or Other Pacific Islander			0	0	
White	1		6	23	
Two or more races			0		
Race and ethnicity unknown			0		
Total women	1	0	7	28	0
Total (men+women)	1	v 0	11	37	0

Total from prior year 1 16 37	Total from prior year		1	16	37	
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Institution: Portland Community College (209746)

Part D - Part-time Staff by Occupational Category

Number of Part-time Staff

As of November 1, 2022

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

Men						
Race/ethnicity	<u>Service</u> <u>Occupations</u> 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	<u>Sales and</u> <u>Related</u> <u>Occupations</u> 41-0000	Office and Administrative Support Occupations 43-0000	<u>Natural Resources,</u> <u>Construction, and</u> <u>Maintenance</u> <u>Occupations</u> 45-0000 + 47-0000 + 49-0000	Production, Transportation, and Material Moving Occupations 51-0000 + 53-0000	Grand Total (All part-time staff)
U.S. Nonresident					0	1
Hispanic/Latino					0	24
<u>American Indian or</u> <u>Alaska Native</u>					0	2
Asian					1	22
<u>Black or African</u> American					1	10
<u>Native Hawaiian or</u> <u>Other Pacific</u> Islander					0	0
White	1	1	1		3	311
Two or more races		1			0	11
Race and ethnicity unknown		0			0	43
Total men	1	2	1	0	5	424

Race/ethnicity	<u>Service</u> <u>Occupations</u> 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	<u>Sales and</u> <u>Related</u> <u>Occupations</u> 41-0000	Office and Administrative Support Occupations 43-0000	<u>Natural Resources,</u> <u>Construction, and</u> <u>Maintenance</u> <u>Occupations</u> 45-0000 + 47-0000 + 49-0000	<u>Production,</u> <u>Transportation, and</u> <u>Material Moving</u> <u>Occupations</u> 51-0000 + 53-0000	Grand Total (All part-time staff)
U.S. Nonresident	0	0	0		0	2
Hispanic/Latino	1	0	2		0	42
American Indian or Alaska Native	0	0	0		0	2
Asian	4	1	0		0	42
Black or African American	0		0		1	9
Native Hawaiian or Other Pacific Islander	0		0			0
White	3		13			475
Two or more races	0		1			14
Race and ethnicity unknown	0					40

Total women	8	1	16	0	1	626
Total (men+women)	9	3	17	0	6	1,050
Total from prior year	8	4	12			1,137

Number of Part-time Staff

As of November 1, 2022

		With Faculty Status							
Occur	pational category		<u>On</u>	Not on Tenure Track				Without Faculty	Total
UCCU	Sational category	<u>Tenured</u> <u>Tenure</u> <u>Track</u>		<u>Multi-</u> year	<u>Annual</u> contract	<u>Less-than-</u> <u>annual</u> <u>contract</u>	Indefinite duration (continuing or at- will)	Status	Total
<u>Prima</u>	rily Instruction	1	0	207	0	712	0	0	920
	 Exclusively credit 	1		176		491		0	668
	Exclusively not-for-credit			8		172		0	180
	Combined credit/not-for-credit			23		49		0	72
<u>Instru</u>	ction/research/public service staff							0	0
<u>Resea</u>	arch staff							0	0
<u>Public</u>	<u>s Service staff</u>							0	0
<u>Archiv</u> 25-40	<u>vists, Curators, and Museum Technicians</u> 1 <u>0</u>							0	0
<u>Librar</u> 25-40	<u>ians and Media Collections Specialists</u> 20					3		5	8
<u>Librar</u> 25-40	<u>y Technicians</u> 30					0		0	0
Educa	udent and Academic Affairs and Other ition Services Occupations 00 + 25-3000 + 25-9000			2		9		27	38
<u>Mana</u> 11-00	<u>gement Occupations</u> 00	1				0		0	1
	<u>ess and Financial Operations</u> pations 00					0		0	0
<u>Occup</u>	outer, Engineering, and Science pations 00 + 17-0000 + 19-0000					0		11	11
Entert	nunity, <u>Social Service, Legal, Arts, Design,</u> ainment, <u>Sports, and Media Occupations</u> 00 + 23-0000 + 27-0000					3		34	37
	h <u>care Practitioners and Technical</u> <u>pations</u> 00							0	0
Total		2	0	209	✓ 0	727	0	77	1,015
Total	from prior year	0	0	224	1	786		102	1,113

Summary of Part-time Staff

As of November 1, 2022

				Wit	h Faculty St	atus			
Occur	ational actorony		On		Ν	ot on Tenure Tra	ack	Without Faculty	Total
Occup	ational category	Tenured	Tenure Track	Multi- year	Annual contract	Less-than- annual contract	Indefinite duration (continuing or at- will)	Status	Total
Primar	ily Instruction	1	0	207	0	712	0	0	920
	Exclusively credit	1		176		491		0	668
	Exclusively not-for-credit			8		172		0	180
	Combined credit/not-for-credit			23		49		0	72
Instruc	tion/research/public service staff							0	0
Resear	ch staff							0	0
Public	Service staff							0	0
Archivi 25-401	sts, Curators, and Museum Technicians 0							0	0
Libraria 25-402	ans and Media Collections Specialists 0					3		5	8
Library 25-403	Technicians 0					0		0	0
Educat	t and Academic Affairs and Other ion Services Occupations 0 + 25-3000 + 25-9000			2		9		27	38
Manag 11-000	ement Occupations 0	1				0		0	1
Busine 13-000	ss and Financial Operations Occupations 0					0		0	0
	iter, Engineering, and Science Occupations 0 + 17-0000 + 19-0000					0		11	11
Enterta	unity, Social Service, Legal, Arts, Design, ainment, Sports, and Media Occupations 0 + 23-0000 + 27-0000					3		34	37
Health Occup 29-000								0	0
	e Occupations 0 + 33-0000 + 35-0000 + 37-0000 + 0								9
Sales a 41-000	and Related Occupations 0								3
Office 43-000	and Administrative Support Occupations 0								17
Mainte	l Resources, Construction, and nance Occupations 0 + 47-0000 + 49-0000								0
Occup	tion, Transportation, and Material Moving ations 0 + 53-0000								6
Total									1,050

Part H - New Hires, Full-time Instructional Staff by Tenure Status

Number of Newly Hired Full-time Permanent Instructional Staff

(Hired full-time between November 1, 2021 - October 31, 2022 and on the payroll as of November 1, 2022)

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

Men

Race/ethnicity		<u>On Tenure</u>			Not on Tenure Trac	<u>k</u>	Without Faculty	Total
	<u>Tenured</u>	Track	<u>Multi-</u> <u>year</u>	<u>Annual</u> contract	Less-than-annual contract	Indefinite duration (continuing or at-will)	Status	
U.S. Nonresident		0						0
Hispanic/Latino		1						1
<u>American Indian or Alaska</u> <u>Native</u>		0						0
<u>Asian</u>		2						2
Black or African American		0		1				1
<u>Native Hawaiian or Other</u> <u>Pacific Islander</u>		0		0				0
<u>White</u>		3		1				4
Two or more races		1		0				1
Race and ethnicity unknown		3		0				3
Total men	0	10	0	2	0	0	0	12

	With Faculty Status								
Race/ethnicity		<u>On Tenure</u>			Not on Tenure Track	<u>k</u>	Without Faculty	Total	
	<u>Tenured</u>	Track	<u>Multi-</u> <u>year</u>	<u>Annual</u> contract	<u>Less-than-annual</u> <u>contract</u>	Indefinite duration (continuing or at-will)	Status		
U.S. Nonresident		1						1	
Hispanic/Latino		1						1	
American Indian or Alaska Native		0						0	
Asian		2						2	
Black or African American		0						0	
Native Hawaiian or Other Pacific Islander		0						0	
White		5		2				7	
Two or more races		1		0				1	
Race and ethnicity unknown		3		0				3	
Total women	0	13	0	2	0	0	0	15	
Total (men+women)	0	23	0	4	0	0	0	27	

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

Number of Newly Hired Full-time Permanent Non-instructional Staff

(Hired full-time between November 1, 2021 - October 31, 2022 and on the payroll as of November 1, 2022)

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

Men

Race/ethnicity	Instructional Staff (from Part H, screen 1)	<u>Research</u> <u>staff</u>	Public Service staff	Library and Student and Academic Affairs and Other Education Services Occupations 25-4000 + 25-2000 + 25-3000 + 25-9000
U.S. Nonresident	0			
Hispanic/Latino	1			
American Indian or Alaska Native	0			
Asian	2			
Black or African American	1			
<u>Native Hawaiian or Other Pacific</u> <u>Islander</u>	0			
<u>White</u>	4			
Two or more races	1			0
Race and ethnicity unknown	3			0
Total men	12	0	0	1

Race/ethnicity	Instructional Staff (from Part H, screen <u>1)</u>	<u>Research</u> <u>staff</u>	Public Service staff	<u>Library and Student and Academic Affairs and Other Education</u> <u>Services Occupations</u> 25-4000 + 25-2000 + 25-3000 + 25-9000
U.S. Nonresident	1			0
Hispanic/Latino	1			
American Indian or Alaska Native	0			
Asian	2			
Black or African American	0			
Native Hawaiian or Other Pacific Islander	0			
White	7			
Two or more races	1			0
Race and ethnicity unknown	3			0
Total women	15	0	0	2
Total (men+women)	27	0	0	3

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

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

(Hired full-time between November 1, 2021 - October 31, 2022 and on the payroll as of November 1, 2022)

- 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	<u>Computer,</u> <u>Engineering, and</u> <u>Science Occupations</u> 15-0000 + 17-0000 + 19-0000	<u>Community, Social Service, Legal,</u> <u>Arts, Design, Entertainment, Sports,</u> <u>and Media Occupations</u> 21-0000 + 23-0000 + 27-0000	Healthcare Practitioners and Technical Occupations 29-0000
U.S. Nonresident	0	0		0	
Hispanic/Latino	1	0		1	
<u>American Indian or</u> <u>Alaska Native</u>	0	0			
Asian	1	1			
<u>Black or African</u> <u>American</u>	2	0			
<u>Native Hawaiian or</u> Other Pacific Islander	0	0			
White	8	0	2	3	
Two or more races	0	0	0	0	
Race and ethnicity unknown	0	1	3	1	
Total men	12	2	5	5	0

Race/ethnicity	<u>Management</u> Occupations 11-0000	Business and Financial Operations Occupations 13-0000	<u>Computer.</u> <u>Engineering, and</u> <u>Science Occupations</u> 15-0000 + 17-0000 + 19-0000	<u>Community, Social Service, Legal,</u> <u>Arts, Design, Entertainment, Sports,</u> <u>and Media Occupations</u> 21-0000 + 23-0000 + 27-0000	<u>Healthcare</u> <u>Practitioners and</u> <u>Technical Occupations</u> 29-0000
U.S. Nonresident	0	0		0	
Hispanic/Latino	1	3		5	
American Indian or Alaska Native	0	0			
Asian	1	0			
Black or African American	0	0			
Native Hawaiian or Other Pacific Islander	0	0			
White	9	3	2	7	
Two or more races	0	1	0	2	
Race and ethnicity unknown	4	0	0	4	
Total women	15	7	2	18	0
Total (men+women)	27	9	7	23	0

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

Number of Newly Hired Full-time Permanent Non-instructional Staff

(Hired full-time between November 1, 2021 - October 31, 2022 and on the payroll as of November 1, 2022)

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

Men

Race/ethnicity	<u>Service</u> <u>Occupations</u> 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	<u>Sales and</u> <u>Related</u> <u>Occupations</u> 41-0000	Office and Administrative Support Occupations 43-0000	Natural Resources, Construction, and Maintenance Occupations 45-0000 + 47-0000 + 49-0000	<u>Production,</u> <u>Transportation, and</u> <u>Material Moving</u> <u>Occupations</u> 51-0000 + 53-0000	Grand Total (All full-time new hires)
U.S. Nonresident	0					0
Hispanic/Latino	3		2			8
<u>American Indian or</u> <u>Alaska Native</u>	0					0
<u>Asian</u>	2					6
<u>Black or African</u> <u>American</u>	1					4
Native Hawaiian or Other Pacific Islander	0					0
<u>White</u>	7		4	4		33
Two or more races	0		1			2
Race and ethnicity unknown	2		1			11
Total men	15	0	8	4	0	64

Race/ethnicity	<u>Service</u> <u>Occupations</u> 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	<u>Sales and</u> <u>Related</u> <u>Occupations</u> 41-0000	Office and Administrative Support Occupations 43-0000	<u>Natural Resources,</u> <u>Construction, and</u> <u>Maintenance</u> <u>Occupations</u> 45-0000 + 47-0000 + 49-0000	<u>Production,</u> <u>Transportation, and</u> <u>Material Moving</u> <u>Occupations</u> 51-0000 + 53-0000	Grand Total (All full-time new hires)
U.S. Nonresident	0		0			1
Hispanic/Latino	0		5			16
American Indian or Alaska Native	0		2			2
Asian	1		3			7
Black or African American			0			0
Native Hawaiian or Other Pacific Islander			0			0
White		1	11			41
Two or more races	0		1			5
Race and ethnicity unknown	1		2			14

Total women	2	1	24	0	0	86
Total (men+women)	17	1	32	4	0	150

Human Resources Survey Evaluation

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

PT instrs / non instr are always hard to categorize at our institution because they're in pooled position #s. Depts often mixing / matching work - correct pay, but multiple kinds of work on the same position number, so pulling it apart for IPEDS is nearly impossible without manual manipulation and checking. A PT Counselor may be doing 3 jobs - teaching, counselor work, and special projects... all different pay, different titles, same dept. 3 diff jobs, same posn # same SOC code. It's a pain.

Institution: Portland Community College (209746)

Prepared by

Prepared by

Reporting Reminders:

- 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.

This survey co	omponent	was prepared by:				
0		Keyholder	0	SFA Contact	۲	HR Contact
0		Finance Contact	0	Academic Library Contact	0	Other
	Name:	Dawn Hoyt				
	Email:	dawn.hoyt@pcc.edu				

How many staff from your institution only were involved in the data collection and reporting process of this survey component?

1.00 Number of Staff (including yourself)

How many hours did you and others from your institution only spend on each of the steps below when responding to this survey component? *Exclude the hours spent collecting data for state and other reporting purposes.*

Staff member	Collecting Data Needed	Revising Data to Match IPEDS Requirements	Entering Data	Revising and Locking Data
Your office	40.00 hours	40.00 hours	4.00 hours	4.00 hours
Other offices	hours	hours	hours	hours

Institution: Portland Community College (209746)

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 <u>Data Center</u> and sent to your institution's CEO in November 2023.

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 <u>ipedshelp@rti.org</u>.

Number of staff by employment status and occupational category: Fall 2022							
Occupational category	Reporte	d values	FTE staff				
	Number of full-time staff	Number of part-time staff					
Total number of staff	1,517	1,050	1,867				
Instructional Staff	393	920	700				
Primary Instruction	393	920	700				
Exclusively credit	363	668	586				
Exclusively not-for-credit	7	180	67				
Combined credit/not-for-credit	23	72	47				
Instruction/research/public service	0	0	0				
Research Staff	0	0	0				
Public Service Staff	0	0	0				
Library and Student and Academic Affairs and Other Education Services Occupations SOC	90	46	105				
Librarians, Curators, and Archivists SOC 25-4000	31	8	34				
Archivists, Curators, and Museum Technicians SOC 25-4010	0	0	0				
Librarians SOC 25-4020	12	8	15				
Library Technicians SOC 25-4030	19	0	19				
Student and Academic Affairs and Other Education Services Occupations SOC 25-2000 + 25-3000 + 25-9000	59	38	72				
Management Occupations SOC 11-0000	168	1	168				
Business and Financial Operations Occupations SOC 13-0000	90	0	90				
Computer, Engineering, and Science Occupations SOC 15-0000 + 17-0000 + 19-0000	152	11	156				
Community, Social Service, Legal, Arts, Design, Entertainment, Sports and Media Occupations SOC 21-0000 + 23-0000 + 27-0000	239	37	251				
Healthcare Practitioners and Technical Occupations SOC 29-0000	0	0	0				
Service Occupations SOC 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39- 0000	122	9	125				

Sales and Related Occupations SOC 41-0000	5	3	6
Office and Administrative Support Occupations SOC 43-0000	229	17	235
Natural Resources, Construction, and Maintenance Occupations SOC 45-0000 + 47-0000 + 49-0000	25	0	25
Production, Transportation, and Material Moving Occupations SOC 51-0000 + 53-0000	4	6	6

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

					-			
Academic rank	Months Covered by Annual Salary			Total Staff for	Total Number	Salary	Weighted Average	
	12 months	11 months	10 months	9 months	Salary reporting	of Months	Outlays	Monthly Salaries
All Ranks			393		393	3,930	\$33,905,376	\$8,627
Professor								
Associate professor								
Assistant professor								
Instructor			393		393	3,930	\$33,905,376	\$8,627
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

Source	Description	Severity	Resolved	Options			
Screen: A1 - FT Instructional, Rank and Tenure - On Tenure Track							
Screen Entry	This number(70) is outside the expected range of between 28 and 58 based on the prior year value. Please correct your data or explain. (Error #1387)	Explanation	Yes				
Reason	We've had some attrition due to retirement thus plus more of our temp positions moving to probational	ary post covid as	more perma	ment hiring is made.			
Screen: G4 - Sal	Screen: G4 - Salary Outlays, Non-instructional Staff						
Perform Edits	The amount entered in Part G for Total annual salary outlays for Natural Resources, Construction, and Maintenance Occupations (\$1,852,364) is outside the expected range of between \$500,000 and \$1,750,000 based on an estimated average salary of between \$20,000 and \$70,000 per individual for this category. Please correct your data or explain. (Error #1379)	Explanation	Yes				
Reason	it is what it is.						
Related Screens	G - Salary Outlays, Non-instructional Statt						
Screen: D - PT Staff, Occupation - 2							
Screen Entry	This number(38) is outside the expected range of between 47 and 97 based on the prior year value. Please correct your data or explain. (Error #1387)	Explanation	Yes				
Reason	In general, we've had reductions work due to continued reductions in enrollment.						
Screen Entry	This number(46) is outside the expected range of between 54 and 110 based on the prior year value. Please correct your data or explain. (Error #1387)	Explanation	Yes				
Reason	In general, we've had reductions work due to continued reductions in enrollment.						
Screen: D - PT S	staff, Occupation - 3						
Screen Entry	This number(0) 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	1 position difference. Insignificant.						
Screen: E - PT Staff, Occupation and Tenure - 1							
Screen Entry	This number(0) 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	one position different - insignificant						
Screen: H - New Hires Instructional, Tenure							
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	The document that includes race/ethnicity is often not completed by new hires as it's optional. Thus 'unknown'. We're finding it's causing the unknown population to increase over time as it's not included on a required document (even if optional to complete.)						
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