Human Resources 2012-13

Institution: Parkland College (147916)　　　　　　　　　　　　　　　User ID: P1479161

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**.

Institution: Parkland College (147916)   User ID: P1479161

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.				
		⦿ 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.

Institution: Parkland College (147916)

User ID: P1479161

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, 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**.*				
	◉	Yes	○	No

Institution: Parkland College (147916)

User ID: P1479161

Part A - Full-time instructional staff by Rank and Tenure status

		Number of full-time instructional staff by academic rank and tenure status					
		As of November 1, 2012					
		Professors	Associate professors	Assistant professors	Instructors	Lecturers	No academic rank	Total
Tenured		38	103	10	0	0	0	151
On Tenure Track		0	0	0	19	0	0	19
Not on Tenure Track								
	Multi-year contract	0	0	0	0	0	0	0
	Annual contract	0	0	0	3	0	1	4
	Less-than-annual contract	0	0	0	0	0	0	0
Without Faculty status								
Total		38	103	10	22	0	1	174

Institution: Parkland College (147916)   User ID: P1479161

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	151	19	0	4	0		174
Instruction	151	19	0	4	0	0	174
Exclusively credit	151	19	0	4	0	0	174
Exclusively not-for-credit	0	0	0	0	0	0	0
Combined credit/not-for-credit	0	0	0	0	0	0	0
Instruction/research/public service	0	0	0	0	0	0	0

Institution: Parkland College (147916)

User ID: P1479161

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	0	0	1	0	1	2
Librarians	0	0	0	0	0	7	7
Library Technicians							0
Other Teachers and Instructional Support Staff	0	0	0	5	0	13	18
Management Occupations	0	0	0	9	0	23	32
Business and Financial Operations Occupations	0	0	0	3	0	16	19
Computer, Engineering, and Science Occupations	0	0	0	2	0	24	26
Community Service, Legal, Arts, and Media Occupations	0	0	0	11	0	42	53
Healthcare Practitioners and Technical Occupations	0	0	0	0	0	1	1

Institution: Parkland College (147916)   User ID: P1479161

Part B - Full-time non-instructional staff

Number of full-time non-instructional staff by occupational category As of November 1, 2012

Occupational category	Number of staff
Service Occupations	56
Sales and Related Occupations	17
Office and Administrative Support Occupations	74
Natural Resources, Construction, and Maintenance Occupations	0
Production, Transportation, and Material Moving Occupations	0

Institution: Parkland College (147916)   User ID: P1479161

Part C - Full-time summary non-medical

**Summary of full-time, non-medical school, 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	151	19	0	4	0	0	174
Instruction	151	19	0	4	0	0	174
Exclusively credit	151	19	0	4	0	0	174
Exclusively not-for-credit	0	0	0	0	0	0	0
Combined credit/not-for-credit	0	0	0	0	0	0	0
Instruction/research/public service	0	0	0	0	0	0	0
Research							0
Public Service							0
Archivists, Curators, and Museum Technicians	0	0	0	1	0	1	2
Librarians	0	0	0	0	0	7	7
Library Technicians							0
Other Teachers and Instructional Support Staff	0	0	0	5	0	13	18
Management Occupations	0	0	0	9	0	23	32
Business and Financial Operations Occupations	0	0	0	3	0	16	19
Computer, Engineering, and Science Occupations	0	0	0	2	0	24	26
Community Service, Legal, Arts, and Media Occupations	0	0	0	11	0	42	53
Healthcare Practitioners and Technical Occupations	0	0	0	0	0	1	1
Service Occupations							56
Sales and Related Occupations							17
Office and Administrative Support Occupations							74
Natural Resources, Construction, and Maintenance Occupations							0
Production, Transportation, and Material Moving Occupations							0
Total							479

Institution: Parkland College (147916)   User ID: P1479161

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
Men								
Professors	23	0	0	0	23	207		
Associate professors	45	0	0	0	45	405		
Assistant professors	7	0	0	0	7	63		
Instructors	7	0	0	0	7	63		
Lecturers	0	0	0	0	0	0		
No academic rank	0	0	0	0	0	0		
Total men	82	0	0	0	82	738		
Women								
Professors	15	0	0	0	15	135		
Associate professors	58	0	0	0	58	522		
Assistant professors	3	0	0	0	3	27		
Instructors	15	0	0	0	15	135		
Lecturers	0	0	0	0	0	0		
No academic rank	1	0	0	0	1	9		
Total women	92	0	0	0	92	828		
Total (men + women)	174	0	0	0	174	1,566	174	0

Institution: Parkland College (147916)   User ID: P1479161

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	23	207	1,857,440	8,973
Associate professors	45	405	3,085,020	7,617
Assistant professors	7	63	408,595	6,486
Instructors	7	63	356,050	5,652
Lecturers	0	0	0	
No academic rank	0	0	0	
Total men	82	738	5,707,105	7,733
Women				
Professors	15	135	1,207,801	8,947
Associate professors	58	522	3,998,141	7,659
Assistant professors	3	27	168,621	6,245
Instructors	15	135	799,160	5,920
Lecturers	0	0	0	
No academic rank	1	9	44,010	4,890
Total women	92	828	6,217,733	7,509
Total (men + women)	174	1,566	11,924,838	7,615

Institution: Parkland College (147916)   User ID: P1479161

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
Postsecondary Teachers - Research	0	
Postsecondary Teachers - Public Service	0	
Library and Instructional Support Occupations	27	1,389,298
Management Occupations	32	2,990,561
Business and Financial Operations Occupations	19	1,057,485
Computer, Engineering, and Science Occupations	26	1,646,866
Community Service, Legal, Arts, and Media Occupations	53	3,023,354
Healthcare Practitioners and Technical Occupations	1	91,143
Service Occupations	56	2,243,454
Sales and Related Occupations	17	646,845
Office and Administrative Support Occupations	74	2,772,230
Natural Resources, Construction, and Maintenance Occupations	0	
Production, Transportation, and Material Moving Occupations	0	

Institution: Parkland College (147916)   User ID: P1479161

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	347	0	0	347
Instruction	0	0	0	347	0	0	347
Exclusively credit	0	0	0	347	0	0	347
Exclusively not-for-credit							0
Combined credit/not-for-credit							0
Instruction/research/public service							0
Research							0
Public Service							0
Archivists, Curators, and Museum Technicians	0	0	0	0	0	0	0
Librarians	0	0	0	1	0	0	1
Library Technicians							0
Other Teachers and Instructional Support Staff	0	0	0	7	0	0	7
Management Occupations	0	0	0	0	0	0	0
Business and Financial Operations Occupations	0	0	0	0	0	0	0
Computer, Engineering, and Science Occupations	0	0	0	0	0	0	0
Community Service, Legal, Arts, and Media Occupations	0	0	0	18	0	0	18
Healthcare Practitioners and Technical Occupations	0	0	0	0	0	0	0

Institution: Parkland College (147916)   User ID: P1479161

Part E - Part-time staff

**Number of part-time staff
by occupational category**

As of November 1, 2012

Occupational category	Number of staff
Service Occupations	0
Sales and Related Occupations	0
Office and Administrative Support Occupations	1
Natural Resources, Construction, and Maintenance Occupations	
Production, Transportation, and Material Moving Occupations	

Institution: Parkland College (147916)   User ID: P1479161

Part F - Part-time summary non-medical

Summary 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	347	0	0	347
Instruction	0	0	0	347	0	0	347
Exclusively credit	0	0	0	347	0	0	347
Exclusively not-for-credit							0
Combined credit/not-for-credit							0
Instruction/research/public service							0
Research							0
Public Service							0
Archivists, Curators, and Museum Technicians	0	0	0	0	0	0	0
Librarians	0	0	0	1	0	0	1
Library Technicians							0
Other Teachers and Instructional Support Staff	0	0	0	7	0	0	7
Management Occupations	0	0	0	0	0	0	0
Business and Financial Operations Occupations	0	0	0	0	0	0	0
Computer, Engineering, and Science Occupations	0	0	0	0	0	0	0
Community Service, Legal, Arts, and Media Occupations	0	0	0	18	0	0	18
Healthcare Practitioners and Technical Occupations	0	0	0	0	0	0	0
Service Occupations							0
Sales and Related Occupations							0
Office and Administrative Support Occupations							1
Natural Resources, Construction, and Maintenance Occupations							
Production, Transportation, and Material Moving Occupations							
Total							374

Institution: Parkland College (147916)   User ID: P1479161

Part H - New Hires - Total New Hires

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

**(Hired full time between July 1 and October 31, 2012 and
still on payroll of the institution 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							4
Instructional Staff		4					4
Research							
Public Service							
Library and Instructional Support Occupations							
Management Occupations							
Business and Financial Operations Occupations							
Computer, Engineering, and Science Occupations							
Community Service, Legal, Arts, and Media Occupations							1
Healthcare Practitioners and Technical Occupations							
Service Occupations							
Sales and Related Occupations							
Office and Administrative Support Occupations							
Natural Resources, Construction, and Maintenance Occupations							
Production, Transportation, and Material Moving Occupations							

Institution: Parkland College (147916)   User ID: P1479161

Human Resources Survey Evaluation

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

```
Our State Board (Illinois Community College Board)
categorized our data for us via data we annually submit
to them on our staff. I cannot speak for them, but I am
aware they spent a fair amount of time on this.
```

Institution: Parkland College (147916)   User ID: P1479161

Prepared by

This survey component was prepared by:									
◉	Keyholder	○	SFA Contact	○	HR Contact	○	Finance Contact	○	Other

Name:	Brian Counter
Email:	bcounter@parkland.edu

How long did it take to prepare this survey component?	35	hours	0	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.

Institution: Parkland College (147916)   User ID: P1479161

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	479	374	604
Postsecondary Teachers	174	347	290
Instructional Staff	174	347	290
Instruction	174	347	290
Exclusively credit	174	347	290
Exclusively not-for-credit	0	0	0
Combined credit/not-for-credit	0	0	0
Instruction/research/public service	0	0	0
Research	0	0	0
Public Service	0	0	0
Library and Instructional Support Occupations	27	8	30
Librarians, Curators, and Archivists	9	1	9
Archivists, Curators, and Museum Technicians	2	0	2
Librarians	7	1	7
Library Technicians	0	0	0
Other Teachers and Instructional Support Staff	18	7	20
Management Occupations	32	0	32
Business and Financial Operations Occupations	19	0	19
Computer, Engineering, and Science Occupations	26	0	26
Community Service, Legal, Arts, and Media Occupations	53	18	59
Healthcare Practitioners and Technical Occupations	1	0	1
Service Occupations	56	0	56

Sales and Related Occupations	17	0	17
Office and Administrative Support Occupations	74	1	74
Natural Resources, Construction, and Maintenance Occupations	0		0
Production, Transportation, and Material Moving Occupations	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	174				174	1,566	$11,924,838	$7,615
Professor	38				38	342	$3,065,241	$8,963
Associate professor	103				103	927	$7,083,161	$7,641
Assistant professor	10				10	90	$577,216	$6,414
Instructor	22				22	198	$1,155,210	$5,834
Lecturer								
No academic rank	1				1	9	$44,010	$4,890

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.

Institution: Parkland College (147916)   User ID: P1479161

Edit Report

Human Resources

Parkland College (147916)

There are no errors for the selected survey and institution.