Human Resources 2017-18

Institution: Luna Community College (363633)

User ID: P3636331

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: <u>Survey Materials</u>
- 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.

		una Community College (363633) usources Screening Questions User ID: P3636331
Does y	our in	stitution have any <u>part-time</u> staff?
If you a	nswer	Yes to this question, you will be provided the screens to report part-time staff.
0	No	
0	Yes	
	D	oes your institution have graduate assistants?
	l	f you answer Yes to this question, you will be provided the screens to report graduate assistants.
	0	No
	0	Yes
Does y	our in	stitution have 15 or more <u>full-time</u> staff?
0	No	
0	Yes	
	D	loes your institution have a tenure system?
	li	f you answer Yes to this question, you will be provided the screens to report some data by tenure status.
	0	No
	0	Yes
	b a 2	oid your institution hire any full-time permanent staff who were included on the payroll of the institution etween November 1, 2016 and October 31, 2017 either for the <i>first time</i> (new to the institution) or <i>fter a break in service</i> ? Do not exclude persons that were no longer on the payroll as of November 1, 017. (Exclude persons who have returned from sabbatical leave and full-time instructional staff who re working less-than-9-month contracts.)
		f you answer Yes to this question, you will be provided the screens to report full-time permanent new nires in Part H .
	0	No
	0	Yes
Do ALI	of the	e <u>instructional staff</u> at your institution fall into any of the following categories?
		Yes to any of the questions below, you will NOT be required to report Part G - Salaries for instructional er, Part G will still be required for reporting data for full-time non-instructional staff.

0		_		Are ALL of the instructional staff military personnel?
0	No	0	Yes	Do ALL of the instructional staff contribute their services (e.g., members of a religious order)?

•	You may use the space below to provide context for the data you've reported	abo
		Y

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Part A1 - Full-time Instructional Staff by Academic Rank and Tenure Status - Multi-Year Contract

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

As of November 1, 2017

- 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

		No					
Gender and race/ethnicity	Professors	Associate professors	Assistant professors	Instructors	Lecturers	academic rank	Total
Nonresident alien	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

		No					
Gender and race/ethnicity	Professors	Associate professors	Assistant professors	Instructors	Lecturers	academic rank	Total
Nonresident alien	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							

Institution: Luna Community College (363633)

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

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

As of November 1, 2017

- 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

		No					
Race/ethnicity	Professors	Associate professors	Assistant professors	Instructors	Lecturers	academic rank	Total
Nonresident alien	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

		Ac	ademic Ran	k		No	
Race/ethnicity	Professors	Associate professors	Assistant professors	Instructors	Lecturers	academic rank	Total
Nonresident alien	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							

User ID: P3636331

Part A1 - Full-time Instructional Staff by Academic Rank and Tenure Status - Less-Than-Annual Contract

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

As of November 1, 2017

- 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

IIICII							
		Ad	cademic Ran	<u>k</u>		No	
Race/ethnicity	Professors	Associate professors	Assistant professors	Instructors	Lecturers	academic rank	Total
Nonresident alien				4			4
Hispanic/Latino							0
American Indian or Alaska Native							0
Asian							0
Black or African American							0
Native Hawaiian or Other Pacific Islander							0
White				1			1
Two or more races							0
Race and ethnicity unknown							0
Total men	0	0	0	5	0	0	5
Women							

		Ac	ademic Ran	k		No	
Race/ethnicity	Professors	Associate professors	Assistant professors	Instructors	Lecturers	academic rank	Total
Nonresident alien							0
Hispanic/Latino				7			7
American Indian or Alaska Native							0
Asian							0
Black or African American							0
Native Hawaiian or Other Pacific Islander							0
White				7			7
Two or more races							0
Race and ethnicity unknown				1			1
Total women	0	0	0	15	0	0	15
Total (men+women)	0	0	0	20	0	0	20
Total from prior year							24

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

User ID: P3636331

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

As of November 1, 2017

- 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

		Ac	ademic Ran	<u>k</u>		No	
Gender and race/ethnicity	Professors	Associate professors	Assistant professors	Instructors	Lecturers	academic rank	Total
Nonresident alien	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						
Gender and race/ethnicity	Professors	Associate professors	Assistant professors	Instructors	Lecturers	academic rank	Total
Nonresident alien	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							

User ID: P3636331

Part A1 - Full-time Instructional Staff - Without Faculty Status

Number of <u>Full-time Instructional Staff</u> Without Faculty Status As of November 1, 2017

- 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

Include both Primarily Instruction and Instruction Combined with Research and/or Public Service					
Men					
Race/ethnicity	Without Faculty Status				
Nonresident alien	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				
Nonresident alien	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 (man turnan)					
Total (men+women) Total from prior year	0				
Total IIOIII prior year					

Part A2 - Full-time Instructional Staff by Function

Number of Full-time Instructional Staff

As of November 1, 2017

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

		Without				
	Multi-year	Annual contract	<u>Less-than-</u> annual contract	Indefinite duration (continuing or at-will)	Faculty Status	Total
Instructional staff	0	0	20		0	20
Total carried forward from previous screens	0	0	20	0	0	20
Primarily Instruction	0	0	20	0	0	20
Exclusively credit			20			20
Exclusively not-for- credit						0
Combined credit/not-for- credit						0
Instruction/research/public service staff						0

Part A3 - Full-time Instructional Staff - Totals

Total number of Full-time Instructional Staff							
As of November 1, 2017							
Race/ethnicity	Total men	Total women	Total (men+women)				
Nonresident alien	4	0	4				
Hispanic/Latino	0	7	7				
American Indian or Alaska Native	0	0	0				
Asian	0	0	0				
Black or African American	0	0	0				
Native Hawaiian or Other Pacific Islander	0	0	0				
White	1	7	8				
Two or more races	0	0	0				
Race and ethnicity unknown	0	1	1				
Total	5	15	20				
Total from prior year			24				

Number of <u>Full-time</u> Non-instructional Staff by Occupational Category

As of November 1, 2017

- 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
Nonresident alien	4	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	1		
Two or more races	0		
Race and ethnicity unknown	0		
Total men	5	0	0

Race/ethnicity	Instructional Staff (carried forward from Part A)	Research staff	Public Service staff
Nonresident alien	0	0	
Hispanic/Latino	7		
American Indian or Alaska Native	0		
Asian	0		
Black or African American	0		
Native Hawaiian or Other Pacific Islander	0		
White	7		
Two or more races	0		
Race and ethnicity unknown	1		
Total women	15	0	0
Total (men+women)	20	0	0
Total from prior year	24		

Number of <u>Full-time</u> Non-instructional Staff by Occupational Category

As of November 1, 2017

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

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Race/ethnicity	Archivists, Curators, and Museum Technicians 25-4010	<u>Librarians</u> 25-4020	Library Technicians 25-4030	Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000
Nonresident alien	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	0	0	0

Nomen

Women				
Race/ethnicity	Archivists, Curators, and Museum Technicians 25-4010	<u>Librarians</u> 25-4020	Library Technicians 25-4030	Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000
Nonresident alien				
Hispanic/Latino			1	2
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	0	1	2
Total (men+women)	0	0	1	2
Total from prior year			1	3

Number of <u>Full-time</u> Non-instructional Staff by Occupational Category

As of November 1, 2017

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

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

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Women					
Race/ethnicity	Management Occupations 11-0000	Business and Financial Operations Occupations 13-0000	Computer, Engineering, and Science Occupations 15-0000 + 17-0000	Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000	Healthcare Practitioners and Technical Occupations 29-0000
Nonresident alien					
Hispanic/Latino	12	8	2	4	1
American Indian or Alaska Native					
Asian					
Black or African American					
Native Hawaiian or Other Pacific Islander					
White	1				2
Two or more races					
Race and ethnicity unknown					
Total women	13	8	2	4	3
Total (men+women)	24	9	5	11	3

Total from prior year 9 6 10

Number of <u>Full-time</u> Non-instructional Staff by Occupational Category

As of November 1, 2017

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

Men						
Race/ethnicity	Service Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	Sales and Related Occupations 41-0000	Office and Administrative Support Occupations 43-0000	Natural Resources, Construction, and Maintenance Occupations 45-0000 + 47-0000 + 49-0000	Production, Transportation, and Material Moving Occupations 51-0000 + 53-0000	Grand Total (All full- time staff)
Nonresident alien						4
Hispanic/Latino	14	2	1	1	1	39
American Indian or Alaska Native						0
<u>Asian</u>						0
Black or African American						0
Native Hawaiian or Other Pacific Islander						0
White						2
Two or more races						0
Race and ethnicity unknown						1
Total men	14	2	1	1	1	46
Women						
Race/ethnicity	Service Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	Sales and Related Occupations 41-0000	Office and Administrative Support Occupations 43-0000	Natural Resources, Construction, and Maintenance Occupations 45-0000 + 47-0000 + 49-0000	Production, Transportation, and Material Moving Occupations 51-0000 + 53-0000	Grand Total (All full- time staff)
Nonresident alien						0
Hispanic/Latino	1		14			52
American Indian or Alaska Native						0
Asian						Ü
Black or African American						0
						0
American Native Hawaiian or Other Pacific			3			0
American Native Hawaiian or Other Pacific Islander			3			0 0
American Native Hawaiian or Other Pacific Islander White Two or more			3			0 0 0 13
American Native Hawaiian or Other Pacific Islander White Two or more races Race and ethnicity			3			0

Total from prior year 16 2 20 1 1 121

Total

Total from prior year

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55 55

57

Part B2 - Full-time Non-instructional Staff by Occupational Category and Contract Length

Part B2 - Full-time Non-instructional Staff by Occupational Category and Contract Length									
Number of <u>Full-time</u> Non-instructional Staff									
	As of Nove	mber 1, 201	7						
		With F	aculty Status	3					
Occupational category	Multi-year	Annual contract	Less- than- annual contract	Indefinite duration (continuing or at-will)	Without Faculty Status	Total			
Research staff						0			
Public Service staff						0			
Archivists, Curators, and Museum Technicians 25-4010						0			
<u>Librarians</u> 25-4020						0			
<u>Library Technicians</u> 25-4030					1	1			
Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000					2	2			
Management Occupations 11-0000					24	24			
Business and Financial Operations Occupations 13-0000					9	9			
Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000					5	5			
Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000					11	11			
Healthcare Practitioners and Technical Occupations 29-0000					3	3			

0

Part C - Full-time Summary

Summary of Full-time Staff

As of November 1, 2017

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

		With Faculty Status				
Occupational category	Multi- year	Annual contract	Less-than- annual contract	Indefinite duration (continuing or at- will)	Without Faculty Status	Total
Primarily Instruction	0	0	20	0	0	20
Exclusively credit			20			20
Exclusively not-for-credit						0
Combined credit/not-for-credit						0
Instruction/research/public service staff						0
Research staff						0
Public Service staff						0
Archivists, Curators, and Museum Technicians 25-4010						0
Librarians 25-4020						0
Library Technicians 25-4030					1	1
Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000					2	2
Management Occupations 11-0000					24	24
Business and Financial Operations Occupations 13-0000					9	9
Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000					5	5
Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000					11	11
Healthcare Practitioners and Technical Occupations 29-0000					3	3
Service Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000						15
Sales and Related Occupations 41-0000						2
Office and Administrative Support Occupations 43-0000						18
Natural Resources, Construction, and Maintenance Occupations 45-0000 + 47-0000 + 49-0000						1
Production, Transportation, and Material Moving Occupations 51-0000 + 53-0000						1
Total						112

Part G1 - Salaries Worksheet

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

Annual Salary, 2017-18

- 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

		,					
Gender and academic	Months worked						Total staff for salary
rank	12 months	11 months	10 months	9 months	< 9 months	Total Staff	reporting
Men							
Professors						0	0
Associate professors						0	0
Assistant professors						0	0
Instructors				5		5	5
Lecturers						0	0
No academic rank						0	0
Total men	0	0	0	5	0	5	5
Total men full-time instru	uctional staff	f from Part A	A			5	
Women							
Professors						0	0
Associate professors						0	0
Assistant professors						0	0
Instructors				15		15	15
Lecturers						0	0
No academic rank						0	0
Total women	0	0	0	15	0	15	15
Total women full-time in:	structional s	taff from Pa	ırt A			15	
Total (men + women)	0	0	0	20	0	20	20
Total (men +women) ful	I-time instru	ctional staff	from Part A	1		20	

Part G2 - Salary Outlays for Instructional Staff

Salary Outlays for <u>Full-time</u> <u>Instructional Staff</u>

Annual Salary Outlays, 2017-18

- 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.

	rum una ge						
	Total staff		② Salary Outlays				
Gender and academic rank	for salary reporting (from Part G, screen 1)	12 months	11 months	10 months	9 months	Equated 9 months	
Men							
Professors	0					0	
Associate professors	0					0	
Assistant professors	0					0	
Instructors	5				180,018	180,018	
Lecturers	0					0	
No academic rank	0					0	
Total men	5	0	0	0	180,018	180,018	
Women							
Professors	0					0	
Associate professors	0					0	
Assistant professors	0					0	
Instructors	15				581,235	581,235	
Lecturers	0					0	
No academic rank	0					0	
Total women	15	0	0	0	581,235	581,235	
Total (men + women)	20	0	0	0	761,253	761,253	

User ID: P3636331

Institution: Luna Community College (363633) Part G3 - Average Salaries for Instructional Staff by Academic Rank

Part G3 - Average Salaries for Instructional Staff by Academic Rank								
Average Salary by academic rank for <u>Full-time</u> <u>Instructional Staff</u>								
	Annual Ave	rage Salar	ies, 2017-1	8				
Gender and academic	Total staff for salary		A	nnual Avera	ige Salarie	S		
rank	reporting (from Part G, screen 1)	12 months	11 months	10 months	9 months	Equated 9 months		
Men								
Professors	0							
Associate professors	0							
Assistant professors	0							
Instructors	5				36,004	36,004		
Lecturers	0							
No academic rank	0							
Total men	5				36,004	36,004		
Women								
Professors	0							
Associate professors	0							
Assistant professors	0							
Instructors	15				38,749	38,749		
Lecturers	0							
No academic rank	0							
Total women	15				38,749	38,749		
Total (men + women)	20				38,063	38,063		

Part G4 - Salary Outlays for Non-instructional Staff

Salary Outlays for Full-time Non-instructional Staff Annual Salary Outlays, 2017-18 Number of Total annual full-time staff Occupational category (carried forward from the Part B - FT, salary outlays non-instructional staff screens) Research staff 0 Public Service staff 0 Library and Student and Academic Affairs and Other 3 90,671 **Education Services Occupations** <u>25-4000 + 25-2000 + 25-3000 + 25-9000</u> Management Occupations 11-0000 24 1,269,589 Business and Financial Operations Occupations 13-0000 425,706 Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000 287,076 Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000 11 399,763 **Healthcare Practitioners and Technical Occupations** 3 208,317 29-0000 <u>Service Occupations</u> 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000 383,628 15 Sales and Related Occupations 41-0000 2 74,156 Office and Administrative Support Occupations 18 532,256 43-0000 Natural Resources, Construction, and Maintenance Occupations 42,553 45-0000 + 47-0000 + 49-0000 Production, Transportation, and Material Moving Occupations 51-0000 + 53-0000 35,283

Number of Part-time Staff by Occupational Category

As of November 1, 2017

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

M	en

Race/ethnicity	Instructional staff	Research staff	Public Service staff
Nonresident alien			
<u>Hispanic/Latino</u>	21		
American Indian or Alaska Native			
Asian			
Black or African American			
Native Hawaiian or Other Pacific Islander			
White	11		
Two or more races			
Race and ethnicity unknown	1		
Total men	33	0	0

Troinion			
Race/ethnicity	Instructional staff	Research staff	Public Service staff
Nonresident alien			
Hispanic/Latino	14		
American Indian or Alaska Native			
Asian			
Black or African American			
Native Hawaiian or Other Pacific Islander			
White	12		
Two or more races			
Race and ethnicity unknown			
Total women	26	0	0
Total (men+women)	59	0	0
Total from prior year	74		

Number of Part-time Staff by Occupational Category

As of November 1, 2017

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

Race/ethnicity	Archivists. Curators. and Museum Technicians 25-4010	<u>Librarians</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
Nonresident alien					0
Hispanic/Latino					0
American Indian or Alaska Native					0
Asian					0
Black or African American					0
Native Hawaiian or Other Pacific Islander					0
<u>White</u>			1		1
Two or more races					0
Race and ethnicity unknown					0
Total men	0	0	1	0	1

Race/ethnicity	Archivists, Curators, and Museum Technicians 25-4010	<u>Librarians</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
Nonresident alien	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
Total (men+women)	0	0	1	0	1
Total from prior year			1		1

Number of Part-time Staff

As of November 1, 2017

- 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	Computer, Engineering, and Science Occupations 15-0000 + 17-0000	Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000	Healthcare Practitioners and Technical Occupations 29-0000
Nonresident alien					
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	0	0	0	0

Total from prior year

Women					
Race/ethnicity	Management Occupations 11-0000	Business and Financial Operations Occupations 13-0000	Computer, Engineering, and Science Occupations 15-0000 + 17-0000	Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000	Healthcare Practitioners and Technical Occupations 29-0000
Nonresident alien					
Hispanic/Latino	1			1	
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	1	0	0	1	0
Total (men+women)	1	0	0	1	0

Number of Part-time Staff

As of November 1, 2017

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

Report race	e for non-Hispanic	/Latino individu	uals only			
Men						
Race/ethnicity	Service Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	Sales and Related Occupations 41-0000	Office and Administrative Support Occupations 43-0000	Natural Resources, Construction, and Maintenance Occupations 45-0000 + 47-0000 + 49-0000	Production. Transportation, and Material Moving Occupations 51-0000 + 53-0000	Grand Total (All part- time staff)
Nonresident alien						0
Hispanic/Latino						21
American Indian or Alaska Native						0
Asian						0
Black or African American						0
Native Hawaiian or Other Pacific Islander						0
White						12
Two or more races						0
Race and ethnicity unknown						1
Total men	0	0	0	0	0	34
Momon						
Women						
Race/ethnicity	Service Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	Sales and Related Occupations 41-0000	Office and Administrative Support Occupations 43-0000	Natural Resources, Construction, and Maintenance Occupations 45-0000 + 47-0000 + 49-0000	Production. Transportation, and Material Moving Occupations 51-0000 + 53-0000	Grand Total (All part- time staff)
	Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 +	Related Occupations	Administrative Support Occupations	Construction, and Maintenance Occupations 45-0000 + 47-0000	Transportation, and Material Moving Occupations	Total (All part- time staff)
Race/ethnicity Nonresident	Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 +	Related Occupations	Administrative Support Occupations	Construction, and Maintenance Occupations 45-0000 + 47-0000	Transportation, and Material Moving Occupations	Total (All part- time staff)
Race/ethnicity Nonresident alien	Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	Related Occupations	Administrative Support Occupations 43-0000	Construction, and Maintenance Occupations 45-0000 + 47-0000	Transportation, and Material Moving Occupations	Total (All part- time staff)
Race/ethnicity Nonresident alien Hispanic/Latino American Indian or	Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	Related Occupations	Administrative Support Occupations 43-0000	Construction, and Maintenance Occupations 45-0000 + 47-0000	Transportation, and Material Moving Occupations	Total (All part-time staff) 0 19
Race/ethnicity Nonresident alien Hispanic/Latino American Indian or Alaska Native	Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	Related Occupations	Administrative Support Occupations 43-0000	Construction, and Maintenance Occupations 45-0000 + 47-0000	Transportation, and Material Moving Occupations	Total (All part-time staff) 0 19
Race/ethnicity Nonresident alien Hispanic/Latino American Indian or Alaska Native Asian Black or African	Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	Related Occupations	Administrative Support Occupations 43-0000	Construction, and Maintenance Occupations 45-0000 + 47-0000	Transportation, and Material Moving Occupations	Total (All part-time staff) 0 19 0
Race/ethnicity Nonresident alien Hispanic/Latino American Indian or Alaska Native Asian Black or African American Native Hawaiian or Other Pacific	Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	Related Occupations	Administrative Support Occupations 43-0000	Construction, and Maintenance Occupations 45-0000 + 47-0000	Transportation, and Material Moving Occupations	Total (All part-time staff) 0 19 0 0
Race/ethnicity Nonresident alien Hispanic/Latino American Indian or Alaska Native Asian Black or African American Native Hawaiian or Other Pacific Islander White Two or more races	Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	Related Occupations	Administrative Support Occupations 43-0000	Construction, and Maintenance Occupations 45-0000 + 47-0000	Transportation, and Material Moving Occupations	Total (All part-time staff) 0 19 0 12
Race/ethnicity Nonresident alien Hispanic/Latino American Indian or Alaska Native Asian Black or African American Native Hawaiian or Other Pacific Islander White Two or more	Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	Related Occupations	Administrative Support Occupations 43-0000	Construction, and Maintenance Occupations 45-0000 + 47-0000	Transportation, and Material Moving Occupations	Total (All part-time staff) 0 19 0 12
Race/ethnicity Nonresident alien 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	Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	Related Occupations	Administrative Support Occupations 43-0000	Construction, and Maintenance Occupations 45-0000 + 47-0000	Transportation, and Material Moving Occupations	Total (All part-time staff) 0 19 0 0 12 0
Race/ethnicity Nonresident alien 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	Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	Related Occupations 41-0000	Administrative Support Occupations 43-0000	Construction, and Maintenance Occupations 45-0000 + 47-0000	Transportation, and Material Moving Occupations 51-0000 + 53-0000	Total (All part-time staff) 0 19 0 0 12 0
Race/ethnicity Nonresident alien 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	Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	Related Occupations 41-0000	Administrative Support Occupations 43-0000	Construction, and Maintenance Occupations 45-0000 + 47-0000	Transportation, and Material Moving Occupations 51-0000 + 53-0000	(All part- time

Total from prior year

Part E - Part-time Staff by Occupational Category and Contract Length

Number of Part-time Staff								
	As of Nove	mber 1, 201	7					
		With <u>F</u>	aculty Status		Without			
Occupational category	Multi-year	Annual contract	Less- than- annual contract	Indefinite duration (continuing or at-will)	Faculty Status	Total		
Primarily Instruction	0	0	59	0	0	59		
② Exclusively credit			58			58		
Exclusively not-for-credit						0		
Combined credit/not-for-credit			1			1		
Instruction/research/public service staff						0		
Research staff						0		
Public Service staff						0		
Archivists, Curators, and Museum Technicians 25-4010						0		
<u>Librarians</u> 25-4020						0		
<u>Library Technicians</u> 25-4030					1	1		
Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000						0		
Management Occupations 11-0000					1	1		
Business and Financial Operations Occupations 13-0000						0		
Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000						0		
Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000			1			1		
Healthcare Practitioners and Technical Occupations 29-0000						0		
Total	0	0	60	0	2	62		

74

3 77

Part F - Part-time Summary

Sur	nmary	of Part-tin	ne Staff			
A	s of No	vember 1	, 2017			
Occupational category	Multi- year	Annual contract	Vith Faculty States Less-than- annual contract	Indefinite duration (continuing or at- will)	Without Faculty Status	Tota
Primarily Instruction	0	0	59	0	0	59
Exclusively credit			58			5
Exclusively not-for-credit						
Combined credit/not-for-credit			1			
Instruction/research/public service staff						
Research staff						
Public Service staff						
Archivists, Curators, and Museum Technicians 25-4010						
Librarians 25-4020						
Library Technicians 25-4030					1	
Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000						
Management Occupations 11-0000					1	
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			1			
Healthcare Practitioners and Technical Occupations 29-0000						
Service Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000						
Sales and Related Occupations 41-0000						
Office and Administrative Support Occupations 43-0000						
Natural Resources, Construction, and Maintenance Occupations 45-0000 + 47-0000 + 49-0000						
Production, Transportation, and Material Moving Occupations 51-0000 + 53-0000						
Total						6

Part H - New Hires, Full-time Instructional Staff by Contract Length

Number of Newly Hired Full-time Permanent Instructional Staff

(Hired full-time between November 1, 2016 - October 31, 2017)

- 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 Public Service

Men

		Without				
Race/ethnicity	Multi-year	Annual contract	<u>Less-than-</u> <u>annual contract</u>	Indefinite duration (continuing or at-will)	Faculty Status	Total
Nonresident alien	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

		Without				
Race/ethnicity	Multi-year	Annual contract	<u>Less-than-</u> <u>annual contract</u>	Indefinite duration (continuing or at-will)	Faculty Status	Total
Nonresident alien						0
Hispanic/Latino			1			1
American Indian or Alaska Native						0
Asian						0
Black or African American						0
Native Hawaiian or Other Pacific Islander						0
White			2			2
Two or more races						0
Race and ethnicity unknown						0
Total women	0	0	3	0	0	3
Total (men+women)	0	0	3	0	0	3

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

Number of Newly Hired Full-time Staff

(Hired full-time between November 1, 2016 - October 31, 2017)

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

М	_		

Race/ethnicity	Instructional Staff (from Part H, screen 1)	Research staff	Public Service staff	<u>Library and Student and Academic Affairs and Other Education Services Occupations</u> 25-4000 + 25-2000 + 25-3000 + 25-9000
Nonresident alien	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

Nomen

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

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

Number of Newly Hired Full-time Staff

(Hired full-time between November 1, 2016 - October 31, 2017)

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

Report rac	e for non-Hispa	nic/Latino individ	uals only		
Men					
Race/ethnicity	Management Occupations 11-0000	Business and Financial Operations Occupations 13-0000	Computer, Engineering, and Science Occupations 15-0000 + 17-0000	Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000	Healthcare Practitioners and Technical Occupations 29-0000
Nonresident alien					
Hispanic/Latino	3			1	
American Indian or Alaska Native					
Asian					
Black or African American					
Native Hawaiian or Other Pacific Islander					
<u>White</u>				1	
Two or more races					
Race and ethnicity unknown				1	
Total men	3	0	0	3	0
Women					
Race/ethnicity	Management Occupations 11-0000	Business and Financial Operations Occupations 13-0000	Computer, Engineering, and Science Occupations 15-0000 + 17-0000	Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000	Healthcare Practitioners and Technical Occupations 29-0000
Nonresident alien					
Hispanic/Latino	2			1	
American Indian or Alaska Native					

Race/ethnicity	Management Occupations 11-0000	Business and Financial Operations Occupations 13-0000	Computer, Engineering, and Science Occupations 15-0000 + 17-0000	Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000	Healthcare Practitioners and Technical Occupations 29-0000
Nonresident alien					
Hispanic/Latino	2			1	
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	2	0	0	1	0
Total					
(men+women)	5	0	0	4	0

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

Number of Newly Hired Full-time Staff

(Hired full-time between November 1, 2016 - October 31, 2017)

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

Report rac						
Men						
Race/ethnicity	Service Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	Sales and Related Occupations 41-0000	Office and Administrative Support Occupations 43-0000	Natural Resources, Construction, and Maintenance Occupations 45-0000 + 47-0000 + 49-0000	Production, Transportation, and Material Moving Occupations 51-0000 + 53-0000	Grand Total (All full- time new hires)
Nonresident alien						0
Hispanic/Latino	1					5
American Indian or Alaska Native						0
<u>Asian</u>						0
Black or African American						0
Native Hawaiian or Other Pacific Islander						0
White						1
Two or more races						0
Race and ethnicity unknown						1
Total men	1	0	0	0	0	7
Women						
Race/ethnicity	Service Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	Sales and Related Occupations 41-0000	Office and Administrative Support Occupations 43-0000	Natural Resources, Construction, and Maintenance Occupations 45-0000 + 47-0000 + 49-0000	Production, Transportation, and Material Moving Occupations 51-0000 + 53-0000	Grand Total (All full- time new hires)
Nonresident alien						0
Hispanic/Latino			3			8
American Indian or Alaska Native						
						0
Asian						0
Black or African American						
Black or African						0
Black or African American Native Hawaiian or Other Pacific						0
Black or African American Native Hawaiian or Other Pacific Islander						0 0 0
Black or African American Native Hawaiian or Other Pacific Islander White Two or more						0 0 0 2 0
Black or African American Native Hawaiian or Other Pacific Islander White Two or more races Race and ethnicity						0

Institution: Luna Community College (363633)	User ID: P3636331						
Human Resources Survey Evaluation							
Were any staff members difficult to categorize? If so, please explain in the box below.							

Institution: Luna Community College (363633)

User ID: P3636331

Prepared by

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.

T	This survey component was prepared by:									
	0	Keyholder	0	SFA Contact	0	HR Contact				
	0	Finance Contact	0	Academic Library Contact	0	Other				
	Name:	Sandra Rivera								
	Email:	srivera@luna.edu								

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

2.00 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.

Your office 16.00 hours 2.00 hours 0.00 hours 0.00	Revising and Locking Data	
	hours	
Other offices 0.00 hours 0.50 hours 4.00 hours 1.00	hours	

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 2017.

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.

Occupational category	Reported	FTE staff		
	Number of full-time staff	Number of part-time staff		
otal number of staff	112	65	134	
Instructional Staff	20	59	40	
Primary Instruction	20	59	40	
Exclusively credit	20	58	39	
Exclusively not-for-credit	0	0	0	
Combined credit/not-for-credit	0	1	C	
Instruction/research/public service	0	0	C	
Research Staff	0	0	C	
Public Service Staff	0	0	C	
Library and Student and Academic Affairs and Other Education Services Occupations SOC	3	1	3	
Librarians, Curators, and Archivists SOC 25-4000	1	1	1	
Archivists, Curators, and Museum Technicians SOC 25-4010	0	0	C	
Librarians SOC 25-4020	0	0	C	
Library Technicians SOC 25-4030	1	1	1	
Student and Academic Affairs and Other Education Services Occupations SOC 25-2000 + 25-3000 + 25-9000	2	0	2	
Management Occupations SOC 11-0000	24	1	24	
Business and Financial Operations Occupations SOC 13-0000	9	0	g	
Computer, Engineering, and Science Occupations SOC 15-0000 + 17-0000 + 19-0000	5	0	5	
Community, Social Service, Legal, Arts, Design, Entertainment, Sports and Media Occupations SOC 21-0000 + 23-0000 + 27-0000	11	1	11	
Healthcare Practitioners and Technical Occupations SOC 29-0000	3	0	3	
Service Occupations SOC 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	15	1	15	
Sales and Related Occupations SOC 41-0000	2	0	2	
Office and Administrative Support Occupations SOC 43-0000	18	2	19	
Natural Resources, Construction, and Maintenance Occupations SOC 45-0000 + 47-0000 + 49-0000	1	0	1	
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 2017-18								
	Academic rank	Months Covered by Annual Salary			Total	Total		Weighted	
		12 months	11 months	10 months	9 months	Staff for Numbe Salary of reporting Months		Salary Outlays	Average Monthly Salaries

All Ranks		20	20	180	\$761,253	\$4,229
Professor						
Associate professor						
Assistant professor						
Instructor		20	20	180	\$761,253	\$4,229
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 Repor

User ID: P3636331

Human Resources

Luna Community College (363633)

There are no errors for the selected survey and institution.