

Institution: Hilbert College (191621)
User ID: P1916211

Overview

Human Resources Overview

Welcome to the IPEDS Human Resources (HR) survey component. This survey collects important information about your institution's staff.

Data Reporting Reminders

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.

Resources:

To download the survey materials for this component: [Survey Materials](#)

To access your prior year data submission for this component: [Reported Data](#)

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

Human Resources Screening Questions

Does your institution have any part-time staff?

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

Yes No

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

Yes No

Do ALL of the instructional staff at your institution fall into any of the following categories?

If you answer **Yes** to any of the questions below, **Part D** is **NOT** applicable to your institution and you will **NOT** be required to report data for **Part D**.

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?

You may use the space below to provide context for the data you've reported above.

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Human Resources Screening Questions

Did your institution hire any full-time permanent staff who were included on the payroll of the institution between July 1 and October 31, 2011 either for the *first time* or *after a break in service* AND who were still on the payroll of the institution As of November 1, 2011? (Exclude persons who have returned from sabbatical leave OR full-time staff who are working less-than-9-month contracts/teaching periods and whose primary responsibility is instruction, research, and/or public service.)

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 the Fall Staff section (long version).

Yes

No

Part A - Employees by Assigned Position - Full-time staff
Number of full-time staff by faculty status and primary function/occupational activity

Primary function/ occupational activity (mutually exclusive categories)	As of November 1, 2011 Faculty status			Without faculty status	Total
	Tenured	On tenure track	Not on tenure track/ no tenure system		
Primarily instruction	5	0	41	0	46
Instruction/research/public service				0	0
Primarily instruction + Instruction/research/public service	5	0	41	0	46
Primarily research				0	0
Primarily public service				5	5
Primarily instruction + Instruction/research/public service + Primarily research + Primarily public service	5	0	41	5	51
Executive/administrative/managerial				30	30
Other professionals (support/service)				27	27
Technical and paraprofessionals				1	1
Clerical and secretarial				8	8
Skilled crafts				0	0
Service/Maintenance				17	17
Total full time	5	0	41	88	134
Total from prior year	5		40	76	121

Part B - Employees by Assigned Position - Part-time staff

Number of part-time staff by faculty status and primary function/occupational activity

Primary function/ occupational activity (mutually exclusive categories)	As of November 1, 2011			Without faculty status	Total	Graduate assistants
	Tenured	Faculty status On tenure track	Not on tenure track/ no tenure system			
Primarily instruction			76	0	76	0
Instruction/research/public service				0	0	
Primarily instruction + Instruction/research/public service	0	0	76	0	76	0
Primarily research				0	0	
Primarily public service				4	4	
Primarily instruction + Instruction/research/public service + Primarily research + Primarily public service	0	0	76	4	80	0
Executive/administrative/managerial				0	0	
Other professionals (support/service)				2	2	4
Technical and paraprofessionals				0	0	
Clerical and secretarial				5	5	
Skilled crafts				0	0	
Service/Maintenance				15	15	
Total part time	0	0	76	26	102	4
Total from prior year			73	22	95	3

Part C - Employees by Assigned Position - Total number of staff**Total number of staff by employment status and primary function/occupational activity**

Primary function/occupational activity	As of November 1, 2011						Total including Graduate assistants
	Full-time	Full-time from prior year	Part-time	Part-time from prior year	Graduate assistants	Graduate assistants from prior year	
Primarily instruction	46	45	76	73	0		122
Instruction/research/public service	0		0		0		0
Primarily instruction + Instruction/research/public service	46	45	76	73	0	0	122
Primarily research	0		0		0		0
Primarily public service	5	5	4	3	0		9
Primarily instruction + Instruction/research/public service + Primarily research + Primarily public service	51	50	80	76	0	0	131
Executive/administrative/managerial	30	28	0		0		30
Other professionals (support/service)	27	21	2	1	4	3	33
Technical and paraprofessionals	1		0		0		1
Clerical and secretarial	8	7	5	3	0		13
Skilled crafts	0		0		0		0
Service/Maintenance	17	15	15	15	0		32
Grand total	134	121	102	95	4	3	240

Part D - Salaries - Full-time instructional staff by contract length/teaching period - Headcount

Number of full-time instructional staff by contract length/teaching period, gender, and academic rank As of November 1, 2011				
Gender and academic rank	Less-than-9-month	9/10-month	11/12-month	Total
Men				
Professors		11		11
Associate professors		3		3
Assistant professors		10		10
Instructors				0
Lecturers				0
No academic rank				0
Total men	0	24	0	24
Total men from prior year		24		
Women				
Professors		7		7
Associate professors		6		6
Assistant professors		9		9
Instructors				0
Lecturers				0
No academic rank				0
Total women	0	22	0	22
Total women from prior year		21		
Total (men + women)	0	46	0	46
Total from EAP				46
Total from prior year (Salaries section)		45		45

Part D - Salaries - Full-time instructional staff on 9/10-month contracts/teaching periods - Faculty status

**** Applicable to 4-year degree-granting institutions and above only ****

Number of full-time instructional staff on 9/10-month contracts/teaching periods by faculty status, gender, and academic rank

Gender and academic rank	As of November 1, 2011 Faculty status				Total from Part D (Headcount screen)
	Tenured	On tenure track	Not on tenure track/ no tenure system	Without faculty status	
Men					
Professors	3	0	8	0	11
Associate Professors	0	0	3	0	3
Assistant Professors	0	0	10	0	10
Instructors	0	0	0	0	
Lecturers	0	0	0	0	
No academic rank	0	0	0	0	
Total men	3	0	21	0	24
Total men prior year	3	0	21	0	24
Women					
Professors	2	0	5	0	7
Associate Professors	0	0	6	0	6
Assistant Professors	0	0	9	0	9
Instructors	0	0	0	0	
Lecturers	0	0	0	0	
No academic rank	0	0	0	0	
Total women	2	0	20	0	22
	2	0	19	0	21

Total women prior year					
Total (men + women)	5	0	41	0	46

Part E - Salaries - Full-time instructional staff on 9/10-month contracts/teaching periods - Salary outlays

**Salaries of full-time instructional staff on 9/10-month contracts/teaching periods by gender and academic rank
 As of November 1, 2011**

Gender and academic rank	Total from Part D (Headcount screen)	Salary outlays	Average salary	Prior year Average salary
Men				
Professors	11	717,058	65,187	61,845
Associate professors	3	181,723	60,574	64,329
Assistant professors	10	462,359	46,236	41,936
Instructors		0		
Lecturers		0		
No academic rank		0		
Total men	24	1,361,140	56,714	53,756
Women				
Professors	7	456,271	65,182	61,626
Associate professors	6	327,977	54,663	50,955
Assistant professors	9	390,579	43,398	44,045
Instructors				
Lecturers				
No academic rank				
Total women	22	1,174,827	53,401	51,879
Total (men + women)	46	2,535,967	55,130	52,880

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

Part G - Fall Staff - Full-time instruction/research/public service staff - Not on tenure track/no tenure system

Number of full-time staff with faculty status who are Not on tenure track and whose primary responsibility is instruction, research, and/or public service OR number of full-time staff whose primary responsibility is instruction, research, and/or public service and who work at an institution with No tenure system by academic rank, gender, and race/ethnicity

As of November 1, 2011

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

•Report race for non-Hispanic/Latino individuals only

Gender and race/ethnicity	Professors	Associate professors	Assistant professors	Instructors	Lecturers	No academic rank	Total
Men							
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	8	3	9				20
Two or more races							0
Race and ethnicity unknown							0
Total men	8	3	10	0	0	0	21
Women							
Nonresident alien							0
Hispanic/Latino							0
American Indian or Alaska Native							0
Asian							0
Black or African American			1				1

Native Hawaiian or Other Pacific Islander							0
White	5	6	8	0	0		19
Two or more races							0
Race and ethnicity unknown							0
Total women	5	6	9	0	0	0	20
Total (men+women)	13	9	19	0	0	0	41
Total from EAP							41

Part G - Fall Staff - Full-time instruction/research/public service staff - Without faculty status

Number of full-time staff Without faculty status whose primary responsibility is instruction, research, and/or public service by gender and race/ethnicity

As of November 1, 2011

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

•Report race for non-Hispanic/Latino individuals only

Gender and race/ethnicity	Total
Men	
<u>Nonresident alien</u>	
<u>Hispanic/Latino</u>	
<u>American Indian or Alaska Native</u>	
<u>Asian</u>	
<u>Black or African American</u>	
<u>Native Hawaiian or Other Pacific Islander</u>	
<u>White</u>	2
<u>Two or more races</u>	
<u>Race and ethnicity unknown</u>	
Total men	2
Women	
<u>Nonresident alien</u>	
<u>Hispanic/Latino</u>	
<u>American Indian or Alaska Native</u>	
<u>Asian</u>	
<u>Black or African American</u>	
<u>Native Hawaiian or Other Pacific Islander</u>	
<u>White</u>	3
<u>Two or more races</u>	
<u>Race and ethnicity unknown</u>	
Total women	3

Total (men+women)	5
Total from EAP	5

Part G - Fall Staff - Full-time instruction/research/public service staff - Totals

Total number of full-time staff whose primary responsibility is instruction, research, and/or public service by gender and race/ethnicity

As of November 1, 2011

	Total men	Total women	Total (men+women)
<u>Nonresident alien</u>	0	0	0
<u>Hispanic/Latino</u>	1	0	1
<u>American Indian or Alaska Native</u>	0	0	0
<u>Asian</u>	0	0	0
<u>Black or African American</u>	0	1	1
<u>Native Hawaiian or Other Pacific Islander</u>	0	0	0
<u>White</u>	25	24	49
<u>Two or more races</u>	0	0	0
<u>Race and ethnicity unknown</u>	0	0	0
Total	26	25	51

Native Hawaiian or Other Pacific Islander									
White	14	17	0	8	0	4			43
Two or more races									0
Race and ethnicity unknown									0
Total women	15	19	0	8	0	4			46
Total (men+women)	30	27	1	8	0	17			83
Total from EAP	30	27	1	8	0	17			83

Part J - Fall Staff - Part-time professional staff

Number of part-time staff by primary function/occupational activity, gender, and race/ethnicity

As of November 1, 2011

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

•Report race for non-Hispanic/Latino individuals only

Gender and race/ethnicity	Staff whose primary responsibility is instruction, research, and/or public service	Executive/administrative/managerial	Other professionals (support/service)
Men			
Nonresident alien			
Hispanic/Latino			
American Indian or Alaska Native			
Asian			
Black or African American			
Native Hawaiian or Other Pacific Islander			
White	47		1
Two or more races			
Race and ethnicity unknown			
Total men	47	0	1
Women			
Nonresident alien			
Hispanic/Latino			
American Indian or Alaska Native			
Asian			
Black or African American	1		
Native Hawaiian or Other Pacific Islander			
White	32		1
Two or more races			
Race and ethnicity unknown			

Total women	33	0	1
Total (men+women)	80	0	2
Total from EAP	80	0	2

Part J - Fall Staff - Part-time non-professional staff

Number of part-time staff by primary function/occupational activity, gender, and race/ethnicity

As of November 1, 2011

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

•Report race for non-Hispanic/Latino individuals only

Gender and race/ethnicity	Technical and paraprofessionals	Clerical and secretarial	Skilled crafts	Service/Maintenance
Men				
Nonresident alien				
Hispanic/Latino				1
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 men	0	0	0	13
Women				
Nonresident alien				
Hispanic/Latino				
American Indian or Alaska Native				
Asian				
Black or African American				
Native Hawaiian or Other Pacific Islander				

White		5		2	
Two or more races					
Race and ethnicity unknown					
Total women	0	5	0	2	
Total (men+women)	0	5	0	15	
Total from EAP	0	5	0	15	

Part J - Fall Staff - Graduate assistants and part-time grand total
 Number of part-time staff by primary function/occupational activity, gender, and race/ethnicity

As of November 1, 2011

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

•Report race for non-Hispanic/Latino individuals only

Gender and race/ethnicity	Total (includes Part-time Professionals and Part-time Non- professionals)	Graduate assistants	Part-time grand total (includes graduate assistants)
Men			
Nonresident alien	0		0
Hispanic/Latino	1		1
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	60	2	62
Two or more races	0		0
Race and ethnicity unknown	0		0
Total men	61	2	63
Women			
Nonresident alien	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	40	2	42
Two or more races	0		0
Race and ethnicity unknown	0		0

Total women	41	2	43
Total (men+women)	102	4	106
Total from EAP	102	4	106

Part K - Fall Staff - Total number of staff**Total number of staff by employment status, gender, and race/ethnicity****As of November 1, 2011**

Gender and race/ethnicity	Full-time men	Full-time women	Part-time men	Part-time women	Total men	Total women
<u>Nonresident alien</u>	0	0	0	0	0	0
<u>Hispanic/Latino</u>	1	0	1	0	2	0
<u>American Indian or Alaska Native</u>	0	0	0	0	0	0
<u>Asian</u>	0	0	0	0	0	0
<u>Black or African American</u>	0	4	0	1	0	5
<u>Native Hawaiian or Other Pacific Islander</u>	0	0	0	0	0	0
<u>White</u>	62	67	62	42	124	109
<u>Two or more races</u>	0	0	0	0	0	0
<u>Race and ethnicity unknown</u>	0	0	0	0	0	0
Grand total	63	71	63	43	126	114

Part L - Fall Staff - New hires - Full-time instruction/research/public service staff - Faculty status

Number of full-time permanent new hires whose primary responsibility is instruction, research, and/or public service by faculty status, gender, and race/ethnicity

(Hired full time between July 1 and October 31, 2011 and still on payroll of the institution as of November 1, 2011)

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

•Report race for non-Hispanic/Latino individuals only

Gender and race/ethnicity	Faculty status				Total
	Tenured	On tenure track	Not on tenure track/ no tenure system	Without faculty status	
Men					
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			1		1
Two or more races					0
Race and ethnicity unknown					0
Total men	0	0	1	0	1
Women					
Nonresident alien					0
Hispanic/Latino					0
American Indian or Alaska Native					0
Asian					0
					0

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

Native Hawaiian or Other Pacific Islander										
White		2								2
Two or more races										0
Race and ethnicity unknown										0
Total women	0	3	0	0	0	0	0	0	0	3
Total (men+women)	1	4	0	0	0	0	0	0	1	6

Part L - Fall Staff - New hires - Totals**Total number of full-time permanent new hires by gender and race/ethnicity****(Hired full time between July 1 and October 31, 2011 and still on payroll of the institution as of November 1, 2011)**

	Total men	Total women	Total (men+women)
<u>Nonresident alien</u>	0	0	0
<u>Hispanic/Latino</u>	0	0	0
<u>American Indian or Alaska Native</u>	0	0	0
<u>Asian</u>	0	0	0
<u>Black or African American</u>	0	1	1
<u>Native Hawaiian or Other Pacific Islander</u>	0	0	0
<u>White</u>	4	4	8
<u>Two or more races</u>	0	0	0
<u>Race and ethnicity unknown</u>	0	0	0
Grand total	4	5	9

Institution: Hilbert College (191621)

User ID: P1916211

Human Resources Survey Evaluation

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

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 2012.

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 primary function/occupational activity: Fall 2011

Primary function/occupational activity	Reported values		FTE staff
	Number of full-time staff	Number of part-time staff	
Total number of staff	134	102	168
Professional staff	108	82	135
Staff whose primary responsibility is instruction, research, and/or public service	51	80	78
Primary instruction	46	76	71
Instruction/research/public service	0	0	0
Primarily research	0	0	0
Primarily public service	5	4	6
Executive/administrative/managerial	30	0	30
Other professionals (support/service)	27	2	28
Non-professional staff	26	20	33
Technical and paraprofessional	1	0	1
Clerical/secretarial	8	5	10
Skilled crafts	0	0	0
Service/Maintenance	17	15	22

NOTE: Full-time-equivalent (FTE) staff is calculated by summing the total number of full-time staff from the Employees by Assigned Position (EAP) section of the IPEDS HR component and adding one-third of the total number of part-time staff from the EAP section. Graduate assistants are not included in the above figures. Many of the FTE figures are included in the DFR.

Salaries of full-time instructional staff by contract length and academic rank: Academic year 2011-12

**Salaries of full-time instructional staff by contract length and academic rank:
Academic year 2011-12**

Academic rank	Reported values				Equated 9-month	
	Full-time instructional staff on 9/10-month contracts		Full-time instructional staff on 11/12-month contracts			
	Number of staff	Salary outlays	Number of staff	Salary outlays	Number of staff	Average salaries
All Ranks	46	\$2,535,967			46	\$55,130
Professor	18	\$1,173,329			18	\$65,185
Associate professor	9	\$509,700			9	\$56,633
Assistant professor	19	\$852,938			19	\$44,891
Instructor						
Lecturer						
No academic rank						

NOTE: The above data are based on the Salaries section of the IPEDS HR component. The number of equated 9-month full-time instructional staff is the sum of staff on 9/10-month and 11/12-month contracts. The equated 9-month average salaries of full-time instructional staff (by rank) are calculated by multiplying the salary outlays (by rank) for staff on 11/12-month contracts by 0.8182 then adding the salary outlays (by rank) for staff on 9/10-month contracts. The resulting sum is then divided by the number of equated 9-month full-time instructional staff (by rank) to determine an average salary for each rank. 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 equated 9-month average salaries are included in the DFR.

Edit Report

Human Resources

Institution: Hilbert College (191621)

There are no errors for the selected survey and institution.