


1993

Human Resources, Staff Information, 1993-94

UNO Office of Institutional Effectiveness

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FORM **IPEDS-S**
(10-25-93)U.S. DEPARTMENT OF COMMERCE
BUREAU OF THE CENSUS
ACTING AS COLLECTING AGENT FOR THE
U.S. DEPARTMENT OF EDUCATION
NATIONAL CENTER FOR EDUCATION STATISTICS**INTEGRATED POSTSECONDARY
EDUCATION DATA SYSTEM****FALL STAFF SURVEY
1993****NOTE** - The completion of this survey, in a timely and accurate manner, is **MANDATORY** for all institutions which participate or are applicants for participation in any Federal financial assistance program authorized by Title IV of the Higher Education Act of 1965, as amended. The completion of this survey is mandated by 20 U.S.C. 1094(a)(17).The collection and reporting of racial/ethnic data on the Fall Staff survey are **MANDATORY** for all institutions which receive, are applicants for, or expect to be applicants for Federal financial assistance as defined in the Department of Education (ED) regulations implementing Title VI of the Civil Rights Act of 1964 (34 CFR 100.13).

For those institutions not required to submit racial/ethnic data on the basis of the above requirements, the completion of this survey is voluntary and authorized by 20 U.S.C. 1221e-1.



181394-11

UNIVERSITY OF NEBRASKA AT OMAHA
60TH AND DODGE STREET
OMAHA, NE 68182*Please correct any errors in the name, address, and ZIP Code.***Please read** the accompanying instructions before completing this survey form. Report data **ONLY** for the institution in the address label. If data for any other institutions or branch campuses are included in this report because they **CANNOT** be reported separately, please provide a list of these schools.*If there are any questions about this form, contact John Medina, Bureau of the Census at (800) 437-4196.***RETURN TO**JOHN INGRAM
COORDINATING COMMISSION FOR POSTSECOND
P.O. BOX 95005
LINCOLN, NE 68509-5005**Date due: January 15, 1994**

1. Name of respondent Mary Glogowski	2. Title of respondent Mgr. AA/Employee Relations	3. Telephone (Area code, number, ext.) (402) 554-2321
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PURPOSE OF THE SURVEY

The National Center for Education Statistics (NCES), collects these data biennially to obtain and report a comprehensive picture of staff in institutions of postsecondary education, by their full-time or part-time status and by the type of work they do. The survey is being conducted in compliance with the Center's mission "to collect, and analyze, and disseminate statistics and other data related to education in the United States. . . ." (20 U.S.C. 1221e-1, General Education Provisions Act, Sec 406(b), as amended).

USES OF DATA

Collection of these data over a period of time will produce insights into the use of full-time and part-time faculty and staff in postsecondary education. It will also allow comparisons of staffing patterns by institutional type and control and will permit analysis of the relationship between financial resources and staff resources.

CERTIFICATION - I certify that the information given in this report is correct and true to the best of my knowledge and was prepared in accordance with accompanying instructions. Willfully false statements on this report are punishable by law, U.S. Code, Title 18, Section 1001.

4. Name (Type or print) Mary Glogowski	5. Title Mgr. AA/Employee Relations	6. Telephone (Area code, number, ext.) (402) 554-2321
7. Signature <i>Mary D. Glogowski</i>		8. Date December 9, 1993

COMPLIANCE REQUIREMENTS

The Office for Civil Rights (OCR) and the National Center for Education Statistics (NCES), with the approval of the Office of Management and Budget, cooperate in the collection of racial/ethnic information from all postsecondary institutions for the Fall Staff survey, Section 100.6(b) of the regulations implementing Title VI of the Civil Rights Act of 1964, set forth below, and similar provisions of the Title VI regulations of other Federal agencies, authorize collection of this information.

100.6(b) Compliance Reports – Each recipient shall keep records and submit to the responsible Department official or his designee timely, complete and accurate compliance reports at such times and in such form and containing such information as the responsible Department official or his designee may determine to be necessary to enable him to ascertain whether the recipient has complied or is complying with this part. For example, recipients should have available for the Department racial and ethnic data showing the extent to which members of minority groups are beneficiaries of and participants in federally-assisted programs. In the case of any program under which a primary recipient extends Federal financial assistance to any other recipient, such other recipient shall also submit such compliance reports to the primary recipient as may be necessary to enable the primary recipient to carry out its obligations under this part.

Public reporting burden for this collection of information is estimated to average 5.0 hours per response but may range from 30 minutes to 10.0 hours depending on whether the information is readily accessible to machine readable files. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the U.S. Department of Education, Information Management and Compliance Division, Washington, DC 20202-4651, and to the Office of Management and Budget, Paperwork Reduction Project 1850-0582, Washington, DC 20503. Please send completed survey forms to the address shown on the front page of this form.

The definitions and instructions for compiling IPEDS data have been designed to minimize comparability problems. However, postsecondary education institutions differ widely among themselves. As a result of these differences, comparisons of data provided by individual institutions may be misleading.

DO NOT RETURN INSTRUCTIONS

Part A — FULL-TIME FACULTY (INSTRUCTION/RESEARCH/PUBLIC SERVICE) EMPLOYEES BY RACIAL/ETHNIC STATUS, SEX, PRIMARY OCCUPATIONAL ACTIVITY AND SALARY CLASS INTERVALS

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(Exclude casual employees or students in the College Work-Study Program)

Employees on the payroll of the Institution as of October 1, 1993

Line No.	Employees by primary occupational activity and salary class intervals	Nonresident alien		Black non-Hispanic		American Indian or Alaskan Native		Asian or Pacific Islander		Hispanic		White non-Hispanic		Race/ethnicity unknown		GRAND TOTAL ALL EMPLOYEES	
		Men (1)	Women (2)	Men (3)	Women (4)	Men (5)	Women (6)	Men (7)	Women (8)	Men (9)	Women (10)	Men (11)	Women (12)	Men (13)	Women (14)	Men (15)	Women (16)
1	1. 9/10 month salary contracts																
	Below \$20,000																
2	\$20,000-24,999																
3	25,000-29,999																
4	30,000-34,999																
5	35,000-39,999																
6	40,000-44,999																
7	45,000-54,999																
8	55,000 and above																
9	TOTAL 9/10 MONTH SALARY CONTRACTS <i>(Sum of lines 1-8)</i>	28	7	9	4			17	2	1	7	244	97			271	110
10	2. Less than 9/10 month salary contracts																
11	3. 11/12 month salary contracts																
	Below \$20,000																
12	\$20,000-24,999																
13	25,000-29,999																
14	30,000-34,999																
15	35,000-39,999																
16	40,000-44,999																
17	45,000-54,999																
18	55,000 and above																
19	TOTAL 11/12 MONTH SALARY CONTRACTS <i>(Sum of lines 11-18)</i>																
20	4. PART A TOTAL <i>(Sum of lines 9+10+19)</i> <i>(Same as line 99)</i>	28	7	9	5			18	3	1	7	259	104			287	119

Part B — ALL OTHER FULL-TIME EMPLOYEES BY RACIAL/ETHNIC STATUS, SEX, PRIMARY OCCUPATIONAL ACTIVITY AND SALARY CLASS INTERVALS

(Exclude casual employees or students in the College Work-Study Program)

Employees on the payroll of the Institution as of October 1, 1993

Line No.	Employees by primary occupational activity and salary class intervals	Nonresident alien		Black non-Hispanic		American Indian or Alaskan Native		Asian or Pacific Islander		Hispanic		White non-Hispanic		Race/ethnicity unknown		GRAND TOTAL ALL EMPLOYEES	
		Men (1)	Women (2)	Men (3)	Women (4)	Men (5)	Women (6)	Men (7)	Women (8)	Men (9)	Women (10)	Men (11)	Women (12)	Men (13)	Women (14)	Men (15)	Women (16)
21	1. Executive/Administrative, and managerial																
	Below \$20,000																
22	\$20,000-24,999																
23	25,000-29,999																
24	30,000-34,999																
25	35,000-39,999				1												1
26	40,000-44,999										1	1				1	1
27	45,000-54,999										2	1				2	1
28	55,000 and above				1						22	5				22	6
29	TOTAL EXECUTIVE/ADMINISTRATIVE AND MANAGERIAL (Sum of lines 21-28)				2						25	7				25	9
	2. Other professionals (Support/Service)																
30	Below \$20,000																
31	\$20,000-24,999			2	1											2	2
32	25,000-29,999				3					2	1	9	15		13	17	
33	30,000-34,999								2			31	39		31	34	
34	35,000-39,999				1							26	32		26	33	
35	40,000-44,999				1						3	17	12		20	13	
36	45,000-54,999											13	5		13	5	
37	55,000 and above			1								22	3		23	3	
					1						9	2			9	3	
38	TOTAL OTHER PROFESSIONALS (SUPPORT/SERVICE) (Sum of lines 30-37)			3	7			3	2	2	1	129	110		137	110	

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Part B — ALL OTHER FULL-TIME EMPLOYEES BY RACIAL/ETHNIC STATUS, SEX, PRIMARY OCCUPATIONAL ACTIVITY AND SALARY CLASS INTERVALS

(Exclude casual employees or students in the College Work-Study Program) — Continued

Employees on the payroll of the Institution as of October 1, 1993

Line No.	Employees by primary occupational activity and salary class intervals	Nonresident alien		Black non-Hispanic		American Indian or Alaskan Native		Asian or Pacific Islander		Hispanic		White non-Hispanic		Race/ethnicity unknown		GRAND TOTAL ALL EMPLOYEES	
		Men (1)	Women (2)	Men (3)	Women (4)	Men (5)	Women (6)	Men (7)	Women (8)	Men (9)	Women (10)	Men (11)	Women (12)	Men (13)	Women (14)	Men (15)	Women (16)
3.	Technical and paraprofessionals																
39	Below \$12,000																
40	\$12,000-15,999							1				1	1			2	1
41	16,000-19,999											3	2			3	2
42	20,000-24,999									1		6	2			7	2
43	25,000-29,999											1	1			1	1
44	30,000 and above											1				1	
45	TOTAL TECHNICAL AND PARAPROFESSIONALS (Sum of lines 39-44)							1		1		11	6			13	6
4.	Clerical and secretarial																
46	Below \$12,000																
47	\$12,000-15,999			1	7	1	1					10	56			12	65
48	16,000-19,999			2	8		1					10	83			12	95
49	20,000-24,999				1							2	48			2	49
50	25,000-29,999											2	4			2	4
51	30,000 and above											4				4	4
52	TOTAL CLERICAL AND SECRETARIAL (Sum of lines 46-51)			3	16	1	2		1	3	24	195				28	217

**Part B — ALL OTHER FULL-TIME EMPLOYEES BY RACIAL/ETHNIC STATUS,
 SEX, PRIMARY OCCUPATIONAL ACTIVITY AND SALARY CLASS INTERVALS**

(Exclude casual employees or students in the College Work-Study Program) – Continued

Employees on the payroll of the Institution as of October 1, 1993

Line No.	Employees by primary occupational activity and salary class intervals	Nonresident alien		Black non-Hispanic		American Indian or Alaskan Native		Asian or Pacific Islander		Hispanic		White non-Hispanic		Race/ethnicity unknown		GRAND TOTAL ALL EMPLOYEES	
		Men (1)	Women (2)	Men (3)	Women (4)	Men (5)	Women (6)	Men (7)	Women (8)	Men (9)	Women (10)	Men (11)	Women (12)	Men (13)	Women (14)	Men (15)	Women (16)
	5. Skilled crafts																
53	Below \$12,000																
54	\$12,000–15,999																
55	16,000–19,999																
56	20,000–24,999			1												5	
57	25,000–29,999			1												4	
58	30,000 and above															10	
59	TOTAL SKILLED CRAFTS (Sum of lines 53–58)			2												4	
	6. Service/Maintenance																
60	Below \$12,000			1	2				1								
61	\$12,000–14,999			6	3				1	6	2	30	18			10	7
62	15,000–17,999			11	5				3	2	1	22	11			42	24
63	18,000–24,999			3						2		15	6			38	17
64	25,000 and above									2		8				20	6
65	TOTAL SERVICE/ MAINTENANCE (Sum of lines 60–64)			21	10				4	10	3	83	40			118	54
66	7. PART B TOTAL (Sum of lines 29+38+45+52+59+65)	6	3	29	35	1	2	8	4	13	7	293	358			344	396

67	GRAND TOTAL ALL FULL-TIME EMPLOYEES (Sum of lines 20+66)	34	10	38	40	1	2	24	7	14	14	552	462			631	515
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**Part C — PART-TIME EMPLOYEES BY RACIAL/ETHNIC STATUS,
 SEX AND PRIMARY OCCUPATIONAL ACTIVITY**

(Exclude casual employees or students in the College Work-Study Program)


Employees on the payroll of the Institution as of October 1, 1993

Line No.	Employees by primary occupational activity	Nonresident alien		Black non-Hispanic		American Indian or Alaskan Native		Asian or Pacific Islander		Hispanic		White non-Hispanic		Race/ethnicity unknown		GRAND TOTAL ALL EMPLOYEES	
		Men (1)	Women (2)	Men (3)	Women (4)	Men (5)	Women (6)	Men (7)	Women (8)	Men (9)	Women (10)	Men (11)	Women (12)	Men (13)	Women (14)	Men (15)	Women (16)
68	PART-TIME EMPLOYEES Executive, administrative, and managerial											1					1
69	Faculty (Instruction/Research/Public Service)			11	10	1	1	1	1	3	1	123	99			139	112
70	Instruction/Research assistants			1	3		1	12	6		2	67	92			80	104
71	Other professionals (Support/Service)								1	1	1	9	16			10	18
72	Technical and paraprofessionals							1	1				2		1	3	
73	Clerical and secretarial				3				1			1	24		1	28	
74	Skilled crafts																
75	Service/Maintenance											1	2			1	2
76	TOTAL PART-TIME EMPLOYEES <i>(Sum of lines 68-75)</i>			12	16	1	2	14	10	4	4	210	236			232	268

77	GRAND TOTAL ALL EMPLOYEES <i>(Sum of lines 67 and 76)</i>			50	56	2	4	38	17	18	18	753	698			835	777
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Part D - CONTRACTED OR DONATED SERVICES

Indicate any services not provided by the employees in Parts A, B, and C, i.e., whose services are contracted by or donated to the institution.

Mark (X) all that apply 

- 1 No major services are contracted or donated
- 2 Faculty (Instruction/Research/Public Service)
- 3 Technical and paraprofessional services
- 4 Service/Maintenance
- 5 Other

Remarks

Part E — TENURE OF FULL-TIME FACULTY (INSTRUCTION/RESEARCH/PUBLIC SERVICE) BY RACIAL/ETHNIC STATUS, SEX AND ACADEMIC RANK
(Include only those employees reported in "Faculty", line 20, part A.)
Employees on the payroll of the Institution as of October 1, 1993

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Line No.	Faculty by tenured and academic rank	Nonresident alien		Black non-Hispanic		American Indian or Alaskan Native		Asian or Pacific Islander		Hispanic		White non-Hispanic		Race/ethnicity unknown		GRAND TOTAL ALL EMPLOYEES	
		Men (1)	Women (2)	Men (3)	Women (4)	Men (5)	Women (6)	Men (7)	Women (8)	Men (9)	Women (10)	Men (11)	Women (12)	Men (13)	Women (14)	Men (15)	Women (16)
1. Faculty with tenure																	
78	Professors			4				5			2	113	18			122	20
79	Associate professors			2	2			1		1		68	20			72	22
80	Assistant professors										1	8	9			8	10
81	Instructors																
82	Lecturers																
83	No academic rank*																
84	TOTAL FACULTY WITH TENURE (Sum of lines 78-83)			6	2			6		1	3	191	47			204	52
2. Non-tenured faculty (Those on tenure track)																	
OMIT IF NO EXISTING TENURE PROGRAM																	
85	Professors																
86	Associate professors			1								1				1	0
87	Assistant professors			1	3			2				11	3			14	3
88	Instructors							7	2			34	26			42	32
89	Lecturers											1	3			1	4
90	No academic rank*																
91	TOTAL NON-TENURED FACULTY (Those on tenure track) (Sum of lines 85-90)			2	3			9	2		2	47	32			58	39
3. Non-Tenured faculty (Those not on tenure track)																	
COMPLETE FOR ALL FACULTY NOT IN A TENURE PROGRAM																	
92	Professors																
93	Associate professors											1				1	
94	Assistant professors											3	3			6	3
95	Instructors								1			11	16			12	19
96	Lecturers																
97	No academic rank*											6	6			6	6
98	TOTAL NON-TENURED FACULTY (Those not on tenure track) (Sum of lines 92-97)			1				3	1		2	21	25			25	28
99	TOTAL FACULTY (Sum of lines 84+91+98) (Same as line 20)			9	5			18	3	1	7	259	104			287	119

* Institutions without standard academic ranks should report full-time faculty here.

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Part F - NEW HIRES BY RACIAL/ETHNIC STATUS, SEX AND PRIMARY OCCUPATIONAL ACTIVITY

Line No.	Employees by primary occupational activity	Nonresident alien		Black non-Hispanic		American Indian or Alaskan Native		Asian or Pacific Islander		Hispanic		White non-Hispanic		Race/ethnicity unknown		GRAND TOTAL ALL EMPLOYEES	
		Men (1)	Women (2)	Men (3)	Women (4)	Men (5)	Women (6)	Men (7)	Women (8)	Men (9)	Women (10)	Men (11)	Women (12)	Men (13)	Women (14)	Men (15)	Women (16)
	NEW HIRES (Full-time between 1 July and 30 Sept.) <input type="checkbox"/> Mark (X) if no new hires																
		PERMANENT FULL TIME ONLY															
100	Executive, administrative, and managerial											1					1
	Faculty																
101	a. Tenured																
102	b. Non-tenured on track							1				1	3			1	5
103	c. Non-tenured not on track							1			1	2				4	4
104	Other professionals (Support/Service)								1			2	2			2	3
105	Technical and paraprofessionals																
106	Clerical and secretarial												6				6
107	Skilled crafts																
108	Service/Maintenance									1		6	1			8	1
109	TOTAL (Sum of lines 100-108)			1				3		1	1	13	15			15	20