

2018

Human Resources 2018-19

UNO Office of Institutional Effectiveness
University of Nebraska at Omaha

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Institution: University of Nebraska at Omaha (181394)
User ID: P1813941

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: [Survey Materials](#)
- All staff must now be reported using the new IPEDS occupational categories, which align with the 2018 Standard Occupational Classification (SOC) codes. Additional information and resources can be found in the [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.
- 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.

No

Yes

Does your institution have graduate assistants?

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

No

Yes

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

No

Yes

Does your institution have a tenure system?

If you answer **Yes** to this question, you will be provided the screens to report some data by tenure status.

No

Yes

Did your institution hire any **full-time permanent staff** who were included on the payroll of the institution between **November 1, 2017 and October 31, 2018** either for the **first time** (new to the institution) or **after a break in service**? Do not exclude persons who were no longer on the payroll as of November 1, 2018. (Exclude persons who have returned from sabbatical leave and full-time instructional staff who are working less-than-9-month contracts.)

If you answer **Yes** to this question, you will be provided the screens to report **full-time permanent new hires** in **Part H**.

No

Yes

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

If you answer **Yes** to any of the questions below, you will **NOT** be required to report **Part G - Salaries** for instructional staff. However, Part G will still be required for reporting data for full-time non-instructional staff.

No

Yes

Are ALL of the instructional staff military personnel?

No

Yes

Do ALL of the instructional staff contribute their services (e.g., members of a religious order)?

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

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

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

As of November 1, 2018

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

Men

Race/ethnicity	Academic Rank					No academic rank	Total
	Professors	Associate professors	Assistant professors	Instructors	Lecturers		
Nonresident alien		1	11				12
Hispanic/Latino			2				2
American Indian or Alaska Native							0
Asian			8				8
Black or African American			4				4
Native Hawaiian or Other Pacific Islander							0
White		1	34				35
Two or more races							0
Race and ethnicity unknown							0
Total men	0	2	59	0	0	0	61

Women

Race/ethnicity	Academic Rank					No academic rank	Total
	Professors	Associate professors	Assistant professors	Instructors	Lecturers		
Nonresident alien			8				8
Hispanic/Latino			4				4
American Indian or Alaska Native							0
Asian			3				3
Black or African American			3				3
Native Hawaiian or Other Pacific Islander							0
White			49				49
Two or more races			1				1
Race and ethnicity unknown							0
Total women	0	0	68	0	0	0	68
Total (men+women)	0	2	127	0	0	0	129
Total from prior year							125

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

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

As of November 1, 2018

- 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

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

Women

Gender and race/ethnicity	Academic Rank					No academic rank	Total
	Professors	Associate professors	Assistant professors	Instructors	Lecturers		
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	0
Total from prior year								

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

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

As of November 1, 2018

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

Men							
Race/ethnicity	Academic Rank					No academic rank	Total
	Professors	Associate professors	Assistant professors	Instructors	Lecturers		
Nonresident alien							0
Hispanic/Latino					3		3
American Indian or Alaska Native					1		1
Asian				1	1	1	3
Black or African American				4		1	5
Native Hawaiian or Other Pacific Islander							0
White		1		38	8	3	50
Two or more races				1			1
Race and ethnicity unknown							0
Total men	0	1	0	44	13	5	63
Women							
Race/ethnicity	Academic Rank					No academic rank	Total
	Professors	Associate professors	Assistant professors	Instructors	Lecturers		
Nonresident alien				1			1
Hispanic/Latino				1		1	2
American Indian or Alaska Native				1			1
Asian				1			1
Black or African American				1			1
Native Hawaiian or Other Pacific Islander							0
White	1			30	17		48
Two or more races				1			1
Race and ethnicity unknown							0
Total women	1	0	0	36	17	1	55
Total (men+women)	1	1	0	80	30	6	118
Total from prior year							121

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

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

As of November 1, 2018

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

Men

Race/ethnicity	Academic Rank					No academic rank	Total
	Professors	Associate professors	Assistant professors	Instructors	Lecturers		
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

Women

Race/ethnicity	Academic Rank					No academic rank	Total
	Professors	Associate professors	Assistant professors	Instructors	Lecturers		
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							

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

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

As of November 1, 2018

- 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

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

Women

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

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

Number of Full-time Instructional Staff

Without Faculty Status

As of November 1, 2018

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

Men

Race/ethnicity	Without Faculty Status
Nonresident alien	
Hispanic/Latino	
American Indian or Alaska Native	
Asian	
Black or African American	
Native Hawaiian or Other Pacific Islander	0
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 (men+women)

Total (men+women)	0
Total from prior year	

Part A2 - Full-time Instructional Staff by Function

Number of Full-time Instructional Staff

As of November 1, 2018

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

	With <u>Faculty Status</u>						Without Faculty Status	Total
	Tenured	On Tenure Track	Multi-year	Annual contract	Less-than-annual contract	Indefinite duration (continuing or at -will)		
Instructional staff	275	129	0	118	0	0	0	522
Total carried forward from previous screens	275	129	0	118	0	0	0	522
Primarily Instruction	0	0	0	0	0	0	0	0
Exclusively credit								0
Exclusively not-for-credit								0
Combined credit/not-for-credit								0
<u>Instruction/research/public service staff</u>	275	129		118				522

Part A3 - Full-time Instructional Staff - Totals

Total number of Full-time Instructional Staff

As of November 1, 2018

Race/ethnicity	Total men	Total women	Total (men+women)
Nonresident alien	13	9	22
Hispanic/Latino	11	10	21
American Indian or Alaska Native	4	6	10
Asian	34	15	49
Black or African American	15	7	22
Native Hawaiian or Other Pacific Islander	0	0	0
White	207	185	392
Two or more races	2	3	5
Race and ethnicity unknown	1	0	1
Total	287	235	522
Total from prior year			534

Part B1 - Full-time Non-instructional Staff by Occupational Category

Number of **Full-time Non-instructional Staff**

by Occupational Category

As of November 1, 2018

•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	13	5	
Hispanic/Latino	11		
American Indian or Alaska Native	4		
Asian	34	1	
Black or African American	15		
Native Hawaiian or Other Pacific Islander	0		
White	207	3	
Two or more races	2		
Race and ethnicity unknown	1		
Total men	287	9	0

Women

Race/ethnicity	Instructional Staff (carried forward from Part A)	Research staff	Public Service staff
Nonresident alien	9		
Hispanic/Latino	10		
American Indian or Alaska Native	6		
Asian	15		1
Black or African American	7		
Native Hawaiian or Other Pacific Islander	0		
White	185	1	4
Two or more races	3		
Race and ethnicity unknown	0		
Total women	235	1	5

Total (men+women)	522	10	5
Total from prior year	534	11	3

Part B1 - Full-time Non-instructional Staff by Occupational Category

Number of Full-time Non-instructional Staff

by Occupational Category

As of November 1, 2018

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

•Report race for non-Hispanic/Latino individuals only

Men

Race/ethnicity	<u>Archivists, Curators, and Museum Technicians</u> 25-4010	<u>Librarians and Media Collections Specialists</u> 25-4020	<u>Library Technicians</u> 25-4030	<u>Student and Academic Affairs and Other Education Services Occupations</u> 25-2000 + 25-3000 + 25-9000
Nonresident alien				
Hispanic/Latino				
American Indian or Alaska Native				
Asian			1	
Black or African American			1	1
Native Hawaiian or Other Pacific Islander				
White			4	1
Two or more races				
Race and ethnicity unknown	1			
Total men	1	4	3	6

Women

Race/ethnicity	<u>Archivists, Curators, and Museum Technicians</u> 25-4010	<u>Librarians and Media Collections Specialists</u> 25-4020	<u>Library Technicians</u> 25-4030	<u>Student and Academic Affairs and Other Education Services Occupations</u> 25-2000 + 25-3000 + 25-9000
Nonresident alien				
Hispanic/Latino				4
American Indian or Alaska Native				
Asian				1
Black or African American				5
Native Hawaiian or Other Pacific Islander				
White			2	6
Two or more races			1	
Race and ethnicity unknown				
Total women	0	3	6	23
Total (men+women)	1	7	9	29
Total from prior year	1	5	11	41

Part B1 - Full-time Non-instructional Staff by Occupational Category

Number of Full-time Non-instructional Staff

by Occupational Category

As of November 1, 2018

•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 + 19-0000	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	1	1	2	1	
Hispanic/Latino	2	2		3	
American Indian or Alaska Native					
Asian	2	1	2	1	
Black or African American	5			9	
Native Hawaiian or Other Pacific Islander					
White	77	18	37	40	2
Two or more races				1	
Race and ethnicity unknown			1		
Total men	87	22	42	55	2

Women

Race/ethnicity	Management Occupations 11-0000	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	Healthcare Practitioners and Technical Occupations 29-0000
Nonresident alien		1		1	
Hispanic/Latino	9	4	1	6	
American Indian or Alaska Native		2			
Asian	3	1		2	
Black or African American	2	2	2	6	1
Native Hawaiian or Other Pacific Islander				1	
White	91	53	8	57	4
Two or more races	1	1		2	
Race and ethnicity unknown	1	1	1	2	
Total women	107	65	12	77	5
Total (men+women)	194	87	54	132	7
Total from prior year	210	90	91	136	8

Part B1 - Full-time Non-instructional Staff by Occupational Category

Number of Full-time Non-instructional Staff

by Occupational Category

As of November 1, 2018

•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						23
Hispanic/Latino	10			4		32
American Indian or Alaska Native	1					5
Asian	2					44
Black or African American	16			4	1	52
Native Hawaiian or Other Pacific Islander						0
White	69	1	23		16	519
Two or more races						3
Race and ethnicity unknown						3
Total men	98	1	31	17	16	681

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	1					12
Hispanic/Latino	2			12		48
American Indian or Alaska Native	1			1		10
Asian	3			5		31
Black or African American	9			11		45
Native Hawaiian or Other Pacific Islander						1
White	25	9	130			588
Two or more races				5		13
				1		6

Race and ethnicity unknown							
Total women	41	9	165	0	0	754	
Total (men+women)	139	10	196	17	16	1,435	
Total from prior year	144	9	196	19	20	1,529	

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

Number of <u>Full-time</u> Non-instructional Staff								
As of November 1, 2018								
Occupational category	With Faculty Status						Without Faculty Status	Total
	Tenured	On Tenure Track	Not on Tenure Track					
			Multi-year	Annual contract	Less-than-annual contract	Indefinite duration (continuing or at-will)		
Research staff				10				10
Public Service staff				5				5
Archivists, Curators, and Museum Technicians 25-4010							1	1
Librarians and Media Collections Specialists 25-4020							7	7
Library Technicians 25-4030							9	9
Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000							29	29
Management Occupations 11-0000							194	194
Business and Financial Operations Occupations 13-0000							87	87
Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000							54	54
Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000							132	132
Healthcare Practitioners and Technical Occupations 29-0000							7	7
Total	0	0	0	15	0	0	520	535
Total from prior year				14	0		593	607

Part G1 - Salaries Worksheet

Number of Full-time Instructional Staff For Calculation of Total Number of Months

Annual Salary, 2018-19

- 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 rank	Months worked					Total Staff	Total staff for salary reporting
	12 months	11 months	10 months	9 months	< 9 months		
Men							
Professors	3			86		89	89
Associate professors	1			76		77	77
Assistant professors	2			57		59	59
Instructors				44		44	44
Lecturers	1			12		13	13
No academic rank	1			4		5	5
Total men	8	0	0	279	0	287	287
Total men full-time instructional staff from Part A						287	
Women							
Professors				39		39	39
Associate professors	1			72		73	73
Assistant professors	6			63		69	69
Instructors	1			35		36	36
Lecturers	1			16		17	17
No academic rank	1					1	1
Total women	10	0	0	225	0	235	235
Total women full-time instructional staff from Part A						235	
Total (men+women)	18	0	0	504	0	522	522
Total (men+women) full-time instructional staff from Part A						522	

Part G2 - Salary Outlays for Instructional Staff

Salary Outlays for Full-time Instructional Staff

Annual Salary Outlays, 2018-19

- 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.

Gender and academic rank	Total staff for salary reporting (from Part G, screen 1)	Salary Outlays				
		12 months	11 months	10 months	9 months	Equated 9 months
Men						
Professors	89	368,185			8,386,697	8,662,836
Associate professors	77	94,669			6,313,718	6,384,720
Assistant professors	59	102,924			4,488,126	4,565,319
Instructors	44				2,160,621	2,160,621
Lecturers	13	88,199			590,922	657,071
No academic rank	5	48,101			350,090	386,166
Total men	287	702,078	0	0	22,290,174	22,816,733
Women						
Professors	39				3,504,438	3,504,438
Associate professors	73	65,782			5,798,719	5,848,056
Assistant professors	69	422,950			4,405,808	4,723,021
Instructors	36	59,333			1,662,508	1,707,008
Lecturers	17	67,682			788,116	838,878
No academic rank	1	41,385				31,039
Total women	235	657,132	0	0	16,159,589	16,652,438
Total (men + women)	522	1,359,210	0	0	38,449,763	39,469,171

Part G3 - Average Salaries for Instructional Staff by Academic Rank

Average Salary by academic rank for Full-time Instructional Staff

Annual Average Salaries, 2018-19

Gender and academic rank	Total staff for salary reporting (from Part G, screen 1)	Annual Average Salaries				Equated 9 months
		12 months	11 months	10 months	9 months	
Men						
Professors	89	122,728			97,520	97,335
Associate professors	77	94,669			83,075	82,918
Assistant professors	59	51,462			78,739	77,378
Instructors	44				49,105	49,105
Lecturers	13	88,199			49,244	50,544
No academic rank	5	48,101			87,523	77,233
Total men	287	87,760			79,893	79,501
Women						
Professors	39				89,857	89,857
Associate professors	73	65,782			80,538	80,110
Assistant professors	69	70,492			69,933	68,450
Instructors	36	59,333			47,500	47,417
Lecturers	17	67,682			49,257	49,346
No academic rank	1	41,385				31,039
Total women	235	65,713			71,820	70,861
Total (men+women)	522	75,512			76,289	75,611

Part G4 - Salary Outlays for Non-instructional Staff

Salary Outlays

for Full-time Non-instructional Staff

Annual Salary Outlays, 2018-19

Occupational category	Number of full-time staff (carried forward from the Part B - FT, non-instructional staff screens)	Total annual salary outlays
Research staff	10	614,929
Public Service staff	5	397,767
Library and Student and Academic Affairs and Other Education Services Occupations 25-4000 + 25-2000 + 25-3000 + 25-9000	46	2,202,606
Management Occupations 11-0000	194	17,078,012
Business and Financial Operations Occupations 13-0000	87	4,713,490
Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000	54	3,710,450
Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000	132	6,332,331
Healthcare Practitioners and Technical Occupations 29-0000	7	419,652
Service Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	139	4,329,711
Sales and Related Occupations 41-0000	10	318,460
Office and Administrative Support Occupations 43-0000	196	7,775,845
Natural Resources, Construction, and Maintenance Occupations 45-0000 + 47-0000 + 49-0000	17	889,818
Production, Transportation, and Material Moving Occupations 51-0000 + 53-0000	16	764,386

Part D - Part-time Staff by Occupational Category

Number of Part-time Staff by Occupational Category

As of November 1, 2018

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

Men

Race/ethnicity	Instructional staff	Research staff	Public Service staff
Nonresident alien	3		
Hispanic/Latino	8		
American Indian or Alaska Native	1		
Asian	10		
Black or African American	6		
Native Hawaiian or Other Pacific Islander			
White	227	1	1
Two or more races	2		
Race and ethnicity unknown	6		
Total men	263	1	1

Women

Race/ethnicity	Instructional staff	Research staff	Public Service staff
Nonresident alien	3		
Hispanic/Latino	10		
American Indian or Alaska Native	3		
Asian	7		
Black or African American	14		
Native Hawaiian or Other Pacific Islander			
White	240		1
Two or more races			
Race and ethnicity unknown	4		
Total women	281	0	1

Total (men+women)	544	1	2
Total from prior year	536	1	2

Part D - Part-time Staff by Occupational Category**Number of Part-time Staff by Occupational Category**

As of November 1, 2018

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

•Report race for non-Hispanic/Latino individuals only

Men

Race/ethnicity	Archivists, Curators, and Museum Technicians 25-4010	Librarians and Media Collections Specialists 25-4020	Library Technicians 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				1	1
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	2	2

Women

Race/ethnicity	Archivists, Curators, and Museum Technicians 25-4010	Librarians and Media Collections Specialists 25-4020	Library Technicians 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				1	1
Black or African American					0
Native Hawaiian or Other Pacific Islander					0
White				7	7
Two or more races					0
Race and ethnicity unknown					0
Total women	0	0	0	8	8

Total (men+women)	0	0	0	10	10
Total from prior year	2			13	15

Part D - Part-time Staff by Occupational Category

Number of Part-time Staff

As of November 1, 2018

- 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 + 19-0000	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		
American Indian or Alaska Native					
Asian					
Black or African American					
Native Hawaiian or Other Pacific Islander					
White			2	2	
Two or more races					
Race and ethnicity unknown					
Total men	0	0	3	2	0

Women

Race/ethnicity	Management Occupations 11-0000	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	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	1			6	1
Two or more races					
Race and ethnicity unknown					
Total women	1	0	0	6	1

Total (men+women)	1	0	3	8	1
Total from prior year	1		5	10	6

Part D - Part-time Staff by Occupational Category

Number of Part-time Staff

As of November 1, 2018

•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 part- time staff)
Nonresident alien						3
Hispanic/Latino						8
American Indian or Alaska Native						2
Asian						11
Black or African American						6
Native Hawaiian or Other Pacific Islander						0
White	2					236
Two or more races						2
Race and ethnicity unknown						6
Total men	2	0	0	0	0	274

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)
Nonresident alien						3
Hispanic/Latino						10
American Indian or Alaska Native						3
Asian						8
Black or African American				1		15
Native Hawaiian or Other Pacific Islander						0
White	1			7		264
Two or more races				1		1
Race and ethnicity unknown						4

Total women	1	0	9	0	0	308
Total (men+women)	3	0	9	0	0	582
Total from prior year	2		8			586

Part D - Graduate assistants

Number of Graduate Assistants

As of November 1, 2018

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

•Report race for non-Hispanic/Latino individuals only

Men

Race/ethnicity	Teaching 25-9044	Research	Other 11-0000, 13-0000, 15-0000, 17-0000, 19-0000, 21-0000, 23-0000, 27-0000, 25-4000, 25-4010, 25-4020, 25-4030, 25-2000, 25-3000, 25-9000, 29-0000	Total
Nonresident alien	1	17		22
Hispanic/Latino	0	2		2
American Indian or Alaska Native	0	1		1
Asian	0	1		1
Black or African American	0	5		3
Native Hawaiian or Other Pacific Islander				0
White	7	24		56
Two or more races				0
Race and ethnicity unknown	0	1		0
Total men	8	51		85

Women

Race/ethnicity	Teaching 25-9044	Research	Other 11-0000, 13-0000, 15-0000, 17-0000, 19-0000, 21-0000, 23-0000, 27-0000, 25-4000, 25-4010, 25-4020, 25-4030, 25-2000, 25-3000, 25-9000, 29-0000	Total
Nonresident alien	1	11		23
Hispanic/Latino	1	1		5
American Indian or Alaska Native				0
Asian	0	2		5
Black or African American	0	1		1
Native Hawaiian or Other Pacific Islander				0
White	31	46		67
Two or more races	1	0		1
Race and ethnicity unknown	0	1		3
Total women	34	62		105
Total (men+women)	42	113		190
Total from prior year	41	120		188

Part E - Part-time Staff by Occupational Category and Tenure Status

Number of Part-time Staff

As of November 1, 2018

Occupational category	With Faculty Status						Without Faculty Status	Total
	Tenured	On Tenure Track	Not on Tenure Track			Indefinite duration (continuing or at-will)		
			Multi-year contract	Annual contract	Less-than-annual contract			
Primarily Instruction	0	0	0	0	0	0	0	
? Exclusively credit							0	
? Exclusively not-for-credit							0	
Combined credit/not-for-credit							0	
Instruction/research/public service staff	9				535		544	
Research staff				1			1	
Public Service staff				1	1		2	
Archivists, Curators, and Museum Technicians							0	
25-4010							0	
Librarians and Media Collections Specialists							0	
25-4020							0	
Library Technicians							0	
25-4030							0	
? Student and Academic Affairs and Other Education Services Occupations							10	
25-2000 + 25-3000 + 25-9000							10	
Management Occupations							1	
11-0000							1	
Business and Financial Operations Occupations							0	
13-0000							0	
Computer, Engineering, and Science Occupations							3	
15-0000 + 17-0000 + 19-0000							3	
Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations							8	
21-0000 + 23-0000 + 27-0000							8	
Healthcare Practitioners and Technical Occupations							1	
29-0000							1	
Total	9	0	0	2	536	0	570	
Total from prior year	6	0		9	524		576	

23-0000, 27-0000, 25-4000,
25-4010, 25-4020, 25-4030,
25-2000, 25-3000, 25-9000,
29-0000

Total

927

Part H - New Hires, Full-time Instructional Staff by Tenure Status
Number of Newly Hired Full-time Permanent Instructional Staff

(Hired full-time between November 1, 2017 - October 31, 2018)

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

Men

Race/ethnicity	With Faculty Status						Without Faculty Status	Total
	Tenured	On Tenure Track	Multi-year	Annual contract	Less-than-annual contract	Indefinite duration (continuing or at-will)		
Nonresident alien		4						4
Hispanic/Latino		1						1
American Indian or Alaska Native								0
Asian		1						1
Black or African American								0
Native Hawaiian or Other Pacific Islander								0
White		3		2				5
Two or more races								0
Race and ethnicity unknown								0
Total men	0	9	0	2	0	0	0	11

Women

Race/ethnicity	With Faculty Status						Without Faculty Status	Total
	Tenured	On Tenure Track	Multi-year	Annual contract	Less-than-annual contract	Indefinite duration (continuing or at-will)		
Nonresident alien		1						1
Hispanic/Latino								0
American Indian or Alaska Native								0
Asian								0
Black or African American								0
Native Hawaiian or Other Pacific Islander								0
White		6						6
Two or more races								0
Race and ethnicity unknown								0
Total women	0	7	0	0	0	0	0	7

Total (men+women)	0	16	0	2	0	0	0	18
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Part H - New Hires, Full-time Staff by Occupational Category

Number of Newly Hired Full-time Staff

(Hired full-time between November 1, 2017 - October 31, 2018)

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

Men

Race/ethnicity	<u>Instructional Staff</u> (from Part H, screen 1)	<u>Research staff</u>	<u>Public Service staff</u>	<u>Library and Student and Academic Affairs and Other Education Services Occupations</u> 25-4000 + 25-2000 + 25-3000 + 25-9000
Nonresident alien	4	1		
Hispanic/Latino	1			
American Indian or Alaska Native	0			
Asian	1			
Black or African American	0			
Native Hawaiian or Other Pacific Islander	0			
White	5			
Two or more races	0			
Race and ethnicity unknown	0			
Total men	11	1	0	0

Women

Race/ethnicity	<u>Instructional Staff</u> (from Part H, screen 1)	<u>Research staff</u>	<u>Public Service staff</u>	<u>Library and Student and Academic Affairs and Other Education Services Occupations</u> 25-4000 + 25-2000 + 25-3000 + 25-9000
Nonresident alien	1			
Hispanic/Latino	0			
American Indian or Alaska Native	0			
Asian	0			
Black or African American	0			
Native Hawaiian or Other Pacific Islander	0			
White	6			
Two or more races	0			1
Race and ethnicity unknown	0			
Total women	7	0	0	1
Total (men+women)	18	1	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, 2017 - October 31, 2018)

•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 + 19-0000	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		1			
Hispanic/Latino		1			
American Indian or Alaska Native					
Asian				1	
Black or African American	2				
Native Hawaiian or Other Pacific Islander					
White		1	8	1	
Two or more races				1	
Race and ethnicity unknown					
Total men	2	3	8	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 + 19-0000	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				1	
Native Hawaiian or Other Pacific Islander					
White	2	1		3	
Two or more races				1	
Race and ethnicity unknown			1		
Total women	2	2	1	6	0

Total (men+women)	4	5	9	9	0
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Part H - New Hires, Full-time Staff by Occupational Category

Number of Newly Hired Full-time Staff

(Hired full-time between November 1, 2017 - October 31, 2018)

- 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 new hires)
Nonresident alien						6
Hispanic/Latino	1			1		4
American Indian or Alaska Native						0
Asian						2
Black or African American						2
Native Hawaiian or Other Pacific Islander						0
White	3					18
Two or more races						1
Race and ethnicity unknown						0
Total men	4	0	1	0	0	33

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						1
Hispanic/Latino						2
American Indian or Alaska Native						0
Asian				1		1
Black or African American	1					2
Native Hawaiian or Other Pacific Islander						0
White				4		16
Two or more races						2
			1			2

Race and ethnicity unknown							
Total women	1	0	6	0	0	26	
Total (men+women)	5	0	7	0	0	59	

Human Resources Survey Evaluation

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

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.

This survey component was prepared by:

- | | | |
|---------------------------------------|--|--|
| <input type="radio"/> Keyholder | <input type="radio"/> SFA Contact | <input type="radio"/> HR Contact |
| <input type="radio"/> Finance Contact | <input type="radio"/> Academic Library Contact | <input checked="" type="radio"/> Other |

Name: Jeanie Gutheil-Bykerk

Email: jgutheilbykerk@unomaha.edu

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

1.00 Number of Staff (including yourself)

How many hours did you and others from your institution only spend on each of the steps below when responding to this survey component?

Exclude the hours spent collecting data for state and other reporting purposes.

Staff member	Collecting Data Needed	Revising Data to Match IPEDS Requirements	Entering Data	Revising and Locking Data
Your office	16.00 hours	hours	3.00 hours	0.50 hours
Other offices	hours	hours	hours	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 [Data Center](#) and sent to your institution's CEO in November 2018.

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 2018**

Occupational category	Reported values		FTE staff
	Number of full-time staff	Number of part-time staff	
Total number of staff	1,435	582	1,629
Instructional Staff	522	544	703
Primary Instruction	0	0	0
Exclusively credit	0	0	0
Exclusively not-for-credit	0	0	0
Combined credit/not-for-credit	0	0	0
Instruction/research/public service	522	544	703
Research Staff	10	1	10
Public Service Staff	5	2	6
Library and Student and Academic Affairs and Other Education Services Occupations SOC	46	10	49
Librarians, Curators, and Archivists SOC 25-4000	17	0	17
Archivists, Curators, and Museum Technicians SOC 25-4010	1	0	1
Librarians SOC 25-4020	7	0	7
Library Technicians SOC 25-4030	9	0	9
Student and Academic Affairs and Other Education Services Occupations SOC 25-2000 + 25-3000 + 25-9000	29	10	32
Management Occupations SOC 11-0000	194	1	194
Business and Financial Operations Occupations SOC 13-0000	87	0	87
Computer, Engineering, and Science Occupations SOC 15-0000 + 17-0000 + 19-0000	54	3	55
Community, Social Service, Legal, Arts, Design, Entertainment, Sports and Media Occupations SOC 21-0000 + 23-0000 + 27-0000	132	8	135
Healthcare Practitioners and Technical Occupations SOC 29-0000	7	1	7
Service Occupations SOC 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	139	3	140
Sales and Related Occupations SOC 41-0000	10	0	10
Office and Administrative Support Occupations SOC 43-0000	196	9	199
Natural Resources, Construction, and Maintenance Occupations SOC 45-0000 + 47-0000 + 49-0000	17	0	17

**Number of staff by employment status and occupational category:
Fall 2018**

Production, Transportation, and Material Moving Occupations SOC 51-0000 + 53-0000	16	0	16
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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 2018-19**

Academic rank	Months Covered by Annual Salary				Total Staff for Salary reporting	Total Number of Months	Salary Outlays	Weighted Average Monthly Salaries
	12 months	11 months	10 months	9 months				
All Ranks	18			504	522	4,752	\$39,808,973	\$8,377
Professor	3			125	128	1,161	\$12,259,320	\$10,559
Associate professor	2			148	150	1,356	\$12,272,888	\$9,051
Assistant professor	8			120	128	1,176	\$9,419,808	\$8,010
Instructor	1			79	80	723	\$3,882,462	\$5,370
Lecturer	2			28	30	276	\$1,534,919	\$5,561
No academic rank	2			4	6	60	\$439,576	\$7,326

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.

Human Resources

University of Nebraska at Omaha (181394)

Source	Description	Severity	Resolved	Options
Screen: B1 - FT Non-instructional, Occupation - 3				
Screen Entry	This number is outside the expected range of between 60 and 122 based on the prior year value. Please correct your data or explain. (Error #1387)	Explanation	Yes	
Reason:	This is due to the fact that the department merged with an ITS from another campus within the NU system to increase efficiency and increase cost savings by creating a larger department called 'One IT'.			
Screen: D - PT Staff, Occupation - 2				
Screen Entry	This number is outside the expected range of between 1 and 30 based on the prior year value. Please correct your data or explain. (Error #1387)	Explanation	Yes	
Reason:	UNO doesn't have anyone currently in those positions.			
Screen: E - PT Staff, Occupation and Tenure - 1				
Screen Entry	This number is outside the expected range of between 25 and 49 based on the prior year value. Please correct your data or explain. (Error #1387)	Explanation	Yes	
Reason:	UNO didn't have as many part-time faculty without faculty status.			