

Institution: Middle Tennessee State University (220978)
User ID: P2209781

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			2				2
Hispanic/Latino		1	5				6
American Indian or Alaska Native							0
Asian			8				8
Black or African American			2				2
Native Hawaiian or Other Pacific Islander							0
White		3	60				63
Two or more races							0
Race and ethnicity unknown		1	11				12
Total men	0	5	88	0	0	0	93

Women

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							0
Asian		2	7				9
Black or African American		1	6				7
Native Hawaiian or Other Pacific Islander							0
White		5	61				66
Two or more races							0
Race and ethnicity unknown			9				9
Total women	0	8	86	0	0	0	94
Total (men+women)	0	13	174	0	0	0	187
Total from prior year							174

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
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 - 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
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	0	1	0	1

Women

Race/ethnicity	Academic Rank					No academic rank	Total
	Professors	Associate professors	Assistant professors	Instructors	Lecturers		
Nonresident alien					1		1
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					3		3
Two or more races							0
Race and ethnicity unknown							0
Total women	0	0	0	0	5	0	5
Total (men+women)	0	0	0	0	6	0	6
Total from prior year							8

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
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					8		8
Two or more races							0
Race and ethnicity unknown					1		1
Total men	0	0	1	9	0	0	10

Women

Gender and race/ethnicity	Academic Rank					No academic rank	Total
	Professors	Associate professors	Assistant professors	Instructors	Lecturers		
Nonresident alien							0
Hispanic/Latino							0
American Indian or Alaska Native							0
Asian					2		2
Black or African American					3		3
Native Hawaiian or Other Pacific Islander							0
White					15		15
Two or more races					1		1
Race and ethnicity unknown							0
Total women	0	0	0	21	0	0	21

Total (men+women)	0	0	1	30	0	0	31
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	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	
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)	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	508	187	0	192	6	31	0	924
Total carried forward from previous screens	508	187	0	192	6	31	0	924
<u>Primarily Instruction</u>	458	170	0	189	6	31	0	854
Exclusively credit	458	170		189	6	31	0	854
Exclusively not-for-credit								0
Combined credit/not-for-credit								0
<u>Instruction/research/public service staff</u>	50	17		3				70

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	3	1	4
Hispanic/Latino	18	10	28
American Indian or Alaska Native	0	1	1
Asian	38	30	68
Black or African American	30	34	64
Native Hawaiian or Other Pacific Islander	0	0	0
White	370	356	726
Two or more races	4	1	5
Race and ethnicity unknown	16	12	28
Total	479	445	924
Total from prior year			911

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	3		
Hispanic/Latino	18		
American Indian or Alaska Native	0		
Asian	38	1	
Black or African American	30	1	
Native Hawaiian or Other Pacific Islander	0		
White	370	8	1
Two or more races	4		
Race and ethnicity unknown	16		
Total men	479	10	1

Women

Race/ethnicity	Instructional Staff (carried forward from Part A)	Research staff	Public Service staff
Nonresident alien	1		
Hispanic/Latino	10		
American Indian or Alaska Native	1		
Asian	30		
Black or African American	34	2	
Native Hawaiian or Other Pacific Islander	0		
White	356	6	
Two or more races	1		
Race and ethnicity unknown	12		
Total women	445	8	0

Total (men+women) 924 18 1

Total from prior year **911** **21**

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				
Black or African American				
Native Hawaiian or Other Pacific Islander				
White			7	1
Two or more races				
Race and ethnicity unknown				
Total men	0	7	1	0

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				
American Indian or Alaska Native				
Asian			1	
Black or African American			4	1
Native Hawaiian or Other Pacific Islander				
White	3	25	2	7
Two or more races		1		
Race and ethnicity unknown				
Total women	3	31	2	8
Total (men+women)	3	38	3	8
Total from prior year	2	35	1	9

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					
Hispanic/Latino	3	1	1		
American Indian or Alaska Native			1		
Asian	4	1	2		
Black or African American	6		1	2	
Native Hawaiian or Other Pacific Islander					
White	80	16	51	39	7
Two or more races	0		1	2	
Race and ethnicity unknown					
Total men	93	18	57	43	7

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	2
American Indian or Alaska Native					
Asian	3		2	1	
Black or African American	8	6	5	13	1
Native Hawaiian or Other Pacific Islander					
White	55	36	31	73	16
Two or more races	1			3	
Race and ethnicity unknown	2				1
Total women	69	42	38	91	20
Total (men+women)	162	60	95	134	27
Total from prior year	170	70	93	127	24

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				1		4
Hispanic/Latino	3				1	27
American Indian or Alaska Native						1
Asian	1					47
Black or African American	20		14		6	85
Native Hawaiian or Other Pacific Islander						0
White	77	1	82		58	810
Two or more races					2	9
Race and ethnicity unknown						16
Total men	101	1	97	66	18	999

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
Hispanic/Latino	3			2		18
American Indian or Alaska Native				1		2
Asian				3		40
Black or African American	14	1	40			129
Native Hawaiian or Other Pacific Islander						0
White	39	1	349		6	1,011
Two or more races				5		11
				1		16

Race and ethnicity unknown						
Total women	56	2	401	6	6	1,228
Total (men+women)	157	3	498	72	24	2,227
Total from prior year	152	3	479	64	20	2,181

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	7			10		1		18
Public Service staff	1							1
Archivists, Curators, and Museum Technicians 25-4010							3	3
Librarians and Media Collections Specialists 25-4020	16	6			1		15	38
Library Technicians 25-4030							3	3
Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000							8	8
Management Occupations 11-0000	48	5		2			107	162
Business and Financial Operations Occupations 13-0000				1			59	60
Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000							95	95
Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000	1			2			131	134
Healthcare Practitioners and Technical Occupations 29-0000						1	26	27
Total	73	11	0	15	2	1	447	549
Total from prior year	72	16		12	3		449	552

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	1	2		190		193	193
Associate professors	2			109		111	111
Assistant professors	1			93		94	94
Instructors				14		14	14
Lecturers		1		65		66	66
No academic rank	1					1	1
Total men	5	3	0	471	0	479	479
Total men full-time instructional staff from Part A						479	
Women							
Professors				122		122	122
Associate professors	1			101		102	102
Assistant professors	1			94		95	95
Instructors				35		35	35
Lecturers				90		90	90
No academic rank				1		1	1
Total women	2	0	0	443	0	445	445
Total women full-time instructional staff from Part A						445	
Total (men+women)	7	3	0	914	0	924	924
Total (men+women) full-time instructional staff from Part A						924	

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	193	122,753	202,792		18,988,573	19,246,522
Associate professors	111	262,345			8,548,071	8,744,830
Assistant professors	94	70,000			6,519,127	6,571,627
Instructors	14				728,481	728,481
Lecturers	66		50,650		3,214,692	3,256,124
No academic rank	1	45,675				34,256
Total men	479	500,773	253,442	0	37,998,944	38,581,839
Women						
Professors	122	0			11,316,801	11,316,801
Associate professors	102	91,589			7,671,815	7,740,507
Assistant professors	95	67,500			6,196,489	6,247,114
Instructors	35				1,795,555	1,795,555
Lecturers	90				4,228,287	4,228,287
No academic rank	1				43,000	43,000
Total women	445	159,089	0	0	31,251,947	31,371,264
Total (men + women)	924	659,862	253,442	0	69,250,891	69,953,103

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				
		12 months	11 months	10 months	9 months	 Equated 9 months
Men						
Professors	193	122,753	101,396		99,940	99,723
Associate professors	111	131,173			78,423	78,782
Assistant professors	94	70,000			70,098	69,911
Instructors	14				52,034	52,034
Lecturers	66		50,650		49,457	49,335
No academic rank	1	45,675				34,256
Total men	479	100,155	84,481		80,677	80,547
Women						
Professors	122				92,761	92,761
Associate professors	102	91,589			75,959	75,887
Assistant professors	95	67,500			65,920	65,759
Instructors	35				51,302	51,302
Lecturers	90				46,981	46,981
No academic rank	1				43,000	43,000
Total women	445	79,545			70,546	70,497
Total (men+women)	924	94,266	84,481		75,767	75,707

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	18	1,073,642
Public Service staff	1	105,590
Library and Student and Academic Affairs and Other Education Services Occupations 25-4000 + 25-2000 + 25-3000 + 25-9000	52	3,029,636
Management Occupations 11-0000	162	16,616,960
Business and Financial Operations Occupations 13-0000	60	3,365,034
Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000	95	5,834,813
Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000	134	7,714,769
Healthcare Practitioners and Technical Occupations 29-0000	27	1,612,637
Service Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	157	7,088,872
Sales and Related Occupations 41-0000	3	93,704
Office and Administrative Support Occupations 43-0000	498	20,460,043
Natural Resources, Construction, and Maintenance Occupations 45-0000 + 47-0000 + 49-0000	72	2,910,089
Production, Transportation, and Material Moving Occupations 51-0000 + 53-0000	24	959,467

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			
Hispanic/Latino	4		
American Indian or Alaska Native	1		
Asian			
Black or African American	6		
Native Hawaiian or Other Pacific Islander			
White	126		
Two or more races			
Race and ethnicity unknown	11		
Total men	148	0	0

Women

Race/ethnicity	Instructional staff	Research staff	Public Service staff
Nonresident alien	2		
Hispanic/Latino	2		
American Indian or Alaska Native			
Asian	4		
Black or African American	17		
Native Hawaiian or Other Pacific Islander			
White	131		
Two or more races	1		
Race and ethnicity unknown	9		
Total women	166	0	0

Total (men+women)	314	0	0
Total from prior year	306		

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					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	1	1

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					0
Black or African American					0
Native Hawaiian or Other Pacific Islander					0
White				11	11
Two or more races				1	1
Race and ethnicity unknown				2	2
Total women	0	0	0	14	14

Total (men+women)	0	0	0	15	15
Total from prior year				15	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					
American Indian or Alaska Native					
Asian					
Black or African American					
Native Hawaiian or Other Pacific Islander					
White				1	
Two or more races					
Race and ethnicity unknown					
Total men	0	0	0	1	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			4	4
Two or more races					
Race and ethnicity unknown					
Total women	1	0	0	4	4
Total (men+women)	1	0	0	5	4
Total from prior year				5	4

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						0
Hispanic/Latino						4
American Indian or Alaska Native						1
Asian						0
Black or African American						6
Native Hawaiian or Other Pacific Islander						0
White				1		129
Two or more races						0
Race and ethnicity unknown						11
Total men	0	0	1	0	0	151

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						2
Hispanic/Latino						2
American Indian or Alaska Native						0
Asian						4
Black or African American				1		18
Native Hawaiian or Other Pacific Islander						0
White				18		169
Two or more races				1		3
Race and ethnicity unknown						11

Total women	0	0	20	0	0	209
Total (men+women)	0	0	21	0	0	360
Total from prior year			21	1		352

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	39	2		43
Hispanic/Latino	10	1		11
American Indian or Alaska Native				0
Asian	18	1		22
Black or African American	20			24
Native Hawaiian or Other Pacific Islander				0
White	137	11		168
Two or more races	3			5
Race and ethnicity unknown				0
Total men	227	15	31	273

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	18	1		25
Hispanic/Latino	14	2		17
American Indian or Alaska Native				0
Asian	15	1		18
Black or African American	26	3		32
Native Hawaiian or Other Pacific Islander				0
White	154	23		198
Two or more races	3	3		6
Race and ethnicity unknown				0
Total women	230	33	33	296
Total (men+women)	457	48	64	569
Total from prior year	460	58	54	572

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	Annual contract	Less-than-annual contract			
Primarily Instruction	5	0	0	6	303	0	0	314
? Exclusively credit	5			6	294			305
? Exclusively not-for-credit					9			9
Combined credit/not-for-credit								0
Instruction/research/public service staff								0
Research staff								0
Public Service staff								0
Archivists, Curators, and Museum Technicians								0
25-4010 Librarians and Media Collections Specialists								0
25-4020 Library Technicians								0
25-4030 ? Student and Academic Affairs and Other Education Services Occupations							15	15
25-2000 + 25-3000 + 25-9000 Management Occupations							1	1
11-0000 Business and Financial Operations Occupations								0
13-0000 Computer, Engineering, and Science Occupations								0
15-0000 + 17-0000 + 19-0000 Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations							5	5
21-0000 + 23-0000 + 27-0000 Healthcare Practitioners and Technical Occupations							4	4
29-0000								
Total	5	0	0	6	303	0	25	339
Total from prior year	4	0		0	302		24	330

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

Total

929

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		1						1
Hispanic/Latino		3		1				4
American Indian or Alaska Native								0
Asian		1		1				2
Black or African American		1		3				4
Native Hawaiian or Other Pacific Islander								0
White	1	9		15	1		1	27
Two or more races								0
Race and ethnicity unknown	1	5						6
Total men	2	20	0	20	1	1	0	44

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		1		1				2
American Indian or Alaska Native								0
Asian				1				1
Black or African American	1			1	1		1	4
Native Hawaiian or Other Pacific Islander								0
White	1	8		17	3		1	30
Two or more races							1	1
Race and ethnicity unknown		4		2				6
Total women	2	13	0	22	5	3	0	45

Total (men+women)	4	33	0	42	6	4	0	89
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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	1			
Hispanic/Latino	4			
American Indian or Alaska Native	0			
Asian	2			
Black or African American	4	1		
Native Hawaiian or Other Pacific Islander	0			
White	27	3		3
Two or more races	0			
Race and ethnicity unknown	6			
Total men	44	4	0	3

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	2			
American Indian or Alaska Native	0			
Asian	1			
Black or African American	4	2		1
Native Hawaiian or Other Pacific Islander	0			
White	30	1		1
Two or more races	1			
Race and ethnicity unknown	6			
Total women	45	3	0	2
Total (men+women)	89	7	0	5

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					
Hispanic/Latino			1		
American Indian or Alaska Native					
Asian			1		
Black or African American					
Native Hawaiian or Other Pacific Islander					
White	1	1	7	7	
Two or more races					
Race and ethnicity unknown					
Total men	1	1	9	7	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				3	
Native Hawaiian or Other Pacific Islander					
White	2	2	1	11	3
Two or more races				1	
Race and ethnicity unknown	1				
Total women	3	2	1	15	3
Total (men+women)	4	3	10	22	3

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				1		2
Hispanic/Latino						5
American Indian or Alaska Native						0
Asian						3
Black or African American	5		2		1	13
Native Hawaiian or Other Pacific Islander						0
White	13		8		7	78
Two or more races					1	1
Race and ethnicity unknown						6
Total men	18	0	11	8	2	108

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	1					3
American Indian or Alaska Native						0
Asian				1		2
Black or African American	2		4			16
Native Hawaiian or Other Pacific Islander						0
White	7		30		1	90
Two or more races						2
						7

Race and ethnicity unknown							
Total women	10	0	35	1	1	121	
Total (men+women)	28	0	46	9	3	229	

Human Resources Survey Evaluation

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

Faculty on administrative assignments.

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: Linda Jordan

Email: Linda.Jordan@mtsu.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	80.00hours	10.00hours	1.00hours	hours
Other offices	0.00hours	5.00hours	0.00hours	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	2,227	360	2,347
Instructional Staff	924	314	1,029
Primary Instruction	854	314	959
Exclusively credit	854	305	956
Exclusively not-for-credit	0	9	3
Combined credit/not-for-credit	0	0	0
Instruction/research/public service	70	0	70
Research Staff	18	0	18
Public Service Staff	1	0	1
Library and Student and Academic Affairs and Other Education Services Occupations SOC	52	15	57
Librarians, Curators, and Archivists SOC 25-4000	44	0	44
Archivists, Curators, and Museum Technicians SOC 25-4010	3	0	3
Librarians SOC 25-4020	38	0	38
Library Technicians SOC 25-4030	3	0	3
Student and Academic Affairs and Other Education Services Occupations SOC 25-2000 + 25-3000 + 25-9000	8	15	13
Management Occupations SOC 11-0000	162	1	162
Business and Financial Operations Occupations SOC 13-0000	60	0	60
Computer, Engineering, and Science Occupations SOC 15-0000 + 17-0000 + 19-0000	95	0	95
Community, Social Service, Legal, Arts, Design, Entertainment, Sports and Media Occupations SOC 21-0000 + 23-0000 + 27-0000	134	5	136
Healthcare Practitioners and Technical Occupations SOC 29-0000	27	4	28
Service Occupations SOC 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	157	0	157
Sales and Related Occupations SOC 41-0000	3	0	3
Office and Administrative Support Occupations SOC 43-0000	498	21	505
Natural Resources, Construction, and Maintenance Occupations SOC 45-0000 + 47-0000 + 49-0000	72	0	72

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

Production, Transportation, and Material Moving Occupations SOC 51-0000 + 53-0000	24	0	24
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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	7	3		914	924	8,343	\$70,164,195	\$8,410
Professor	1	2		312	315	2,842	\$30,630,919	\$10,778
Associate professor	3			210	213	1,926	\$16,573,820	\$8,605
Assistant professor	2			187	189	1,707	\$12,853,116	\$7,530
Instructor				49	49	441	\$2,524,036	\$5,723
Lecturer		1		155	156	1,406	\$7,493,629	\$5,330
No academic rank	1			1	2	21	\$88,675	\$4,223

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

Middle Tennessee State University (220978)

Source	Description	Severity	Resolved	Options
Screen: D - PT Staff, Occupation - 4				
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:	There are no employees at the university in these occupation categories for this reporting year.			