

Human Resources 2008-09

Institution: Dalton State College (139463)

User ID: P81394631

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 in the **Employees by Assigned Position (EAP)** section.

Yes No

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

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

- No Yes Are ALL of the instructional staff military personnel?
- No Yes Do ALL of the instructional staff contribute their services (e.g., members of a religious order)?
- No Yes Do ALL of the instructional staff teach pre-clinical or clinical medicine?

The completion of the Fall Staff section is optional this year as it is in even-numbered years.

Do you wish to complete the **Fall Staff** section this year?

If you answer **No**, screens to report **Fall Staff** data will not be displayed.

If you answer **Yes**, screens to report **Fall Staff** data will be displayed and you must complete ALL applicable **Fall Staff** screens.

- No, I will not complete Fall Staff
- Yes, I will complete Fall Staff

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

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Part A - Employees by Assigned Position - Full-time staff

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

As of November 1, 2008

Primary function/ occupational activity (mutually exclusive categories)	Faculty status				Total
	Tenured	On tenure track	Not on tenure track/ no tenure system	Without faculty status	
Primarily instruction	52	63	2		117
Instruction/research/public service					0
Primarily instruction + Instruction/research/public service	52	63	2	0	117
Primarily research					0
Primarily public service					0
Primarily instruction + Instruction/research/public service + Primarily research + Primarily public service	52	63	2	0	117
Executive/administrative/managerial	13	1		18	32
Other professionals (support/service)				55	55
Technical and paraprofessionals				1	1
Clerical and secretarial				38	38
Skilled crafts				3	3
Service/Maintenance				33	33
Total full time	65	64	2	148	279
Total from prior year	57	58		150	265

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

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

As of November 1, 2008

Primary function/ occupational activity (mutually exclusive categories)	Faculty status				Total	Graduate assistants
	Tenured	On tenure track	Not on tenure track/ no tenure system	Without faculty status		
<u>Primarily instruction</u>	<input type="text"/>	<input type="text"/>	<input type="text" value="100"/>	<input type="text"/>	100	<input type="text"/>
<u>Instruction/research/public service</u>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	0	<input type="text"/>
Primarily instruction + Instruction/research/public service	0	0	100	0	100	0
<u>Primarily research</u>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	0	<input type="text"/>
<u>Primarily public service</u>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	0	<input type="text"/>
Primarily instruction + Instruction/research/public service + Primarily research + Primarily public service	0	0	100	0	100	0
<u>Executive/administrative/managerial</u>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	0	<input type="text"/>
<u>Other professionals (support/service)</u>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="17"/>	17	<input type="text"/>
<u>Technical and paraprofessionals</u>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	0	<input type="text"/>
<u>Clerical and secretarial</u>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="9"/>	9	<input type="text"/>
<u>Skilled crafts</u>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	0	<input type="text"/>
<u>Service/Maintenance</u>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="2"/>	2	<input type="text"/>
Total part time	0	0	100	28	128	0
Total from prior year			101	28	129	

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Part C - Employees by Assigned Position - Total number of staff**Total number of staff by employment status and primary function/occupational activity****As of November 1, 2008**

Primary function/occupational activity	Full-time	Full-time py	Part-time	Part-time py	Graduate assistants	Total including Graduate assistants
<u>Primarily instruction</u>	117	106	100	101	0	217
<u>Instruction/research/public service</u>	0		0		0	0
Primarily instruction + Instruction/research/public service	117	106	100	101	0	217
<u>Primarily research</u>	0		0		0	0
<u>Primarily public service</u>	0		0		0	0
Primarily instruction + Instruction/research/public service + Primarily research + Primarily public service	117	106	100	101	0	217
<u>Executive/administrative/managerial</u>	32	30	0		0	32
<u>Other professionals (support/service)</u>	55	46	17	17	0	72
<u>Technical and paraprofessionals</u>	1	2	0		0	1
<u>Clerical and secretarial</u>	38	42	9	9	0	47
<u>Skilled crafts</u>	3	4	0		0	3
<u>Service/Maintenance</u>	33	35	2	2	0	35
Grand total	279	265	128	129	0	407

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

Number of full-time instructional staff by contract length/teaching period, gender, and academic rank

As of November 1, 2008

Gender and academic rank	Less-than-9-month	9/10-month	11/12-month	Total
Men				
Professors	<input type="text"/>	<input type="text" value="9"/>	<input type="text" value="1"/>	10
Associate professors	<input type="text"/>	<input type="text" value="22"/>	<input type="text"/>	22
Assistant professors	<input type="text"/>	<input type="text" value="18"/>	<input type="text"/>	18
Instructors	<input type="text"/>	<input type="text" value="3"/>	<input type="text"/>	3
Lecturers	<input type="text"/>	<input type="text"/>	<input type="text"/>	0
No academic rank	<input type="text"/>	<input type="text"/>	<input type="text"/>	0
Total men	0	52	1	53
Women				
Professors	<input type="text"/>	<input type="text" value="4"/>	<input type="text"/>	4
Associate professors	<input type="text"/>	<input type="text" value="23"/>	<input type="text"/>	23
Assistant professors	<input type="text"/>	<input type="text" value="30"/>	<input type="text"/>	30
Instructors	<input type="text"/>	<input type="text" value="7"/>	<input type="text"/>	7
Lecturers	<input type="text"/>	<input type="text"/>	<input type="text"/>	0
No academic rank	<input type="text"/>	<input type="text"/>	<input type="text"/>	0
Total women	0	64	0	64
Total (men + women)	0	116	1	117
Total from EAP, full-time non-medical section (Primarily instruction + Instruction/research/public service lines)				117
Total from prior year (Salaries section)		105	1	106

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Part D - Salaries - Full-time instructional staff on 9/10-month contracts/teaching periods - Faculty status****** Applicable to 4-year degree-granting institutions only ********Number of full-time instructional staff on 9/10-month contracts/teaching periods by faculty status, gender, and academic rank****As of November 1, 2008**

Gender and academic rank	Faculty status				Total from Part D (Headcount screen)
	Tenured	On tenure track	Not on tenure track/ no tenure system	Without faculty status	
Men					
Professors	<input type="text" value="9"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	9
Associate Professors	<input type="text" value="15"/>	<input type="text" value="7"/>	<input type="text"/>	<input type="text"/>	22
Assistant Professors	<input type="text" value="2"/>	<input type="text" value="16"/>	<input type="text"/>	<input type="text"/>	18
Instructors	<input type="text"/>	<input type="text" value="2"/>	<input type="text" value="1"/>	<input type="text"/>	3
Lecturers	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
No academic rank	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Total men	26	25	1	0	52
Total men prior year	24	25	0	0	49
Women					
Professors	<input type="text" value="4"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	4
Associate Professors	<input type="text" value="18"/>	<input type="text" value="5"/>	<input type="text"/>	<input type="text"/>	23
Assistant Professors	<input type="text" value="3"/>	<input type="text" value="26"/>	<input type="text" value="1"/>	<input type="text"/>	30
Instructors	<input type="text"/>	<input type="text" value="7"/>	<input type="text"/>	<input type="text"/>	7
Lecturers	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
No academic rank	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Total women	25	38	1	0	64
Total women prior year	24	32	0	0	56
Total (men + women)	51	63	2	0	116

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Part D - Salaries - Full-time instructional staff on 11/12-month contracts/teaching periods - Faculty status

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

Number of full-time instructional staff on 11/12-month contracts/teaching periods by faculty status, gender, and academic rank

As of November 1, 2008

Gender and academic rank	Faculty status				Total from Part D (Headcount screen)
	Tenured	On tenure track	Not on tenure track/ no tenure system	Without faculty status	
Men					
Professors	<input type="text" value="1"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	1
Associate Professors	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Assistant Professors	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Instructors	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Lecturers	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
No academic rank	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Total men	1	0	0	0	1
Total men prior year	1	0	0	0	1
Women					
Professors	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Associate Professors	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Assistant Professors	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Instructors	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Lecturers	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
No academic rank	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Total women	0	0	0	0	0
Total women prior year	0	0	0	0	0
Total (men + women)	1	0	0	0	1

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Part E - Salaries - Full-time instructional staff on 9/10-month contracts/teaching periods - Salary outlays**Salaries of full-time instructional staff on 9/10-month contracts/teaching periods by gender and academic rank**

As of November 1, 2008				
Gender and academic rank	Number	Salary outlays	Average salary	Prior year Average salary
Men				
Professors	9	618,936	68,771	60,063
Associate professors	22	1,296,649	58,939	58,027
Assistant professors	18	870,880	48,382	46,643
Instructors	3	126,868	42,289	41,035
Lecturers				
No academic rank				
Total men	52	2,913,333		
Women				
Professors	4	380,496	95,124	117,516
Associate professors	23	1,222,634	53,158	50,626
Assistant professors	30	1,392,356	46,412	48,829
Instructors	7	302,196	 43,171	34,401
Lecturers				
No academic rank				
Total women	64	3,297,682		
Total (men + women)	116	6,211,015		

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Part E - Salaries - Full-time instructional staff on 11/12-month contracts/teaching periods - Salary outlays

Salaries of full-time instructional staff on 11/12-month contracts/teaching periods by gender and academic rank

As of November 1, 2008

Gender and academic rank	Number	Salary outlays	Average salary	Prior year Average salary
Men				
Professors	1	72,197	72,197	70,095
Associate professors				
Assistant professors				
Instructors				
Lecturers				
No academic rank				
Total men	1	72,197		
Women				
Professors				
Associate professors				
Assistant professors				
Instructors				
Lecturers				
No academic rank				
Total women	0	0		
Total (men + women)	1	72,197		

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Part F - Salaries - Full-time instructional staff on 9/10-month contracts/teaching periods - Fringe benefits**Fringe benefits of full-time instructional staff on 9/10-month contracts/teaching periods****As of November 1, 2008**

Fringe benefits	Number covered	Expenditures	Average expenditures	Prior year Average expenditures
<u>Retirement plans (other than Social Security) - Vested within 5-years</u>	64	280,484	4,383	4,905
<u>Retirement plans (other than Social Security) - Vested after 5-years</u>	52	274,426	5,277	5,954
Medical/dental plans	110	785,609	7,142	6,471
Group life insurance	116	20,880	180	180
<u>Other insurance benefits (cafeteria plan, etc.)</u>				
Guaranteed disability income protection				
Tuition plan (dependents only)				
Unrestricted				
<u>Restricted</u>				
Housing plan				
Unrestricted				
<u>Restricted</u>				
Social Security taxes	116	468,702	4,041	3,909
Unemployment compensation taxes	116	380,250	3,278	3,156
Worker's compensation taxes	116	2,691	23	23
Other benefits in kind with cash options				
Total expenditures		2,213,042		

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Part F - Salaries - Full-time instructional staff on 11/12-month contracts/teaching periods - Fringe benefits

Fringe benefits of full-time instructional staff on 11/12-month contracts/teaching periods

As of November 1, 2008

Fringe benefits	Number covered	Expenditures	Average expenditures	Prior year Average expenditures
<u>Retirement plans (other than Social Security) - Vested within 5-years</u>	<input type="text"/>	<input type="text"/>		
Retirement plans (other than Social Security) - Vested after 5-years	<input type="text" value="1"/>	<input type="text" value="6,613"/>	6,613	6,515
Medical/dental plans	<input type="text" value="1"/>	<input type="text" value="3,785"/>	3,785	3,306
Group life insurance	<input type="text" value="1"/>	<input type="text" value="180"/>	180	180
<u>Other insurance benefits (cafeteria plan, etc.)</u>	<input type="text"/>	<input type="text"/>		
Guaranteed disability income protection	<input type="text"/>	<input type="text"/>		
Tuition plan (dependents only)				
Unrestricted	<input type="text"/>	<input type="text"/>		
<u>Restricted</u>	<input type="text"/>	<input type="text"/>		
Housing plan				
Unrestricted	<input type="text"/>	<input type="text"/>		
<u>Restricted</u>	<input type="text"/>	<input type="text"/>		
Social Security taxes	<input type="text" value="1"/>	<input type="text" value="6,570"/>	6,570	6,515
Unemployment compensation taxes	<input type="text" value="1"/>	<input type="text" value="4,041"/>	4,041	3,675
Worker's compensation taxes	<input type="text" value="1"/>	<input type="text" value="23"/>	23	23
Other benefits in kind with cash options	<input type="text"/>	<input type="text"/>		
Total expenditures			21,212	

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Human Resources Survey Evaluation

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



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Explanation Report

Number	Source	Location	Description	Severity	Accepted
Screen: Salaries 9/10 mo					
1	Row 15 Column 4	Screen Entry	The average salary for one of the academic ranks in 9/10 month contracts 43171, is not within the expected range between 27521 and 41281. Please fix or explain.	Explanation	Yes
Reason: Most recent Instructor at 55000 all others low 40000					

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