IPEDS 2022-23 Data Collection System

IPEDS HELP DESK (877) 225-2568 | ipedshelp@rti.org OMB NO. 1850-0582 v.30 : Approval Expires 8/31/2025 User ID: P3636331

Human Resources 2022-23

Institution: Luna Community College (363633)

User ID: P3636331

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 data to accurately reflect the time period corresponding with the IPEDS survey component, even if such reporting is seemingly inconsistent with prior-year reporting.
- 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.

Changes in reporting

The following changes were implemented for the 2022-23 data collection period:

- The reporting date for new hires has been changed to state that for new hires you must report the number of persons who were hired for full-time permanent employment either for the first time (new to the institution) or after a break in service of persons that are on the payroll of the institution as of November 1, 2022.
- . The 'Nonresident alien' category has been changed to 'U.S. Nonresident' but should include the same category of staff/faculty.

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 <u>IPEDS HR/SOC Information Center</u>, 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.

Institution: Luna Community College (363633) User ID: P3636331 **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. Yes 0 Does your institution have 15 or more full-time staff? \bigcirc 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 0 Did your institution hire any persons for full-time permanent employment either for the first time (new to the institution) or after a break in service on the payroll as of November 1, 2022? (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. 0 Yes •

Do ALL of the $\underline{instructional\ staff}$ 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.

_	•	Are ALL of the instructional staff military personnel? Do ALL of the instructional staff contribute their services (e.g., members of a religious order)?	
You ma	ay use the	box below to provide additional context for the data you have reported above.	

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

$\textbf{Number of } \underline{\textbf{Full-time }} \underline{\textbf{Instructional Staff}} \underline{\textbf{With }} \underline{\textbf{Faculty Status }} \underline{\textbf{Not on Tenure Track}} - \underline{\textbf{Multi-Year Contract}}$

As of November 1, 2022

- 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

		·	No academic				
Gender and race/ethnicity	Professors	Associate professors	Assistant professors	Instructors	Lecturers	rank	Total
U.S. Nonresident				0			0
<u>Hispanic/Latino</u>							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

/omen							
		,	No academic				
Gender and race/ethnicity	Professors	Associate professors	Assistant professors	Instructors	Lecturers	rank	Total
U.S. Nonresident				0			C
Hispanic/Latino							C
American Indian or Alaska Native							C
Asian							C
Black or African American							C
Native Hawaiian or Other Pacific Islander							C
White							C
Two or more races							C
Race and ethnicity unknown							C
Total women	0	0	0	0	0	0	C
Total (men+women)	0	0	0	0	0	0	C
Total from prior year							

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

Number of <u>Full-time</u> <u>Instructional Staff</u> With <u>Faculty Status</u> Not on <u>Tenure Track</u> - <u>Annual Contract</u>

As of November 1, 2022

- 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

			No academic				
Race/ethnicity	Professors	Associate professors	Assistant professors	Instructors	Lecturers	rank	Total
U.S. Nonresident							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

/omen							
		,	No academic				
Race/ethnicity	Professors	Associate professors	Assistant professors	Instructors	Lecturers	rank	Total
U.S. Nonresident							
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 women	0	0	0	1	0	0	
Total (men+women)	0	0	0	1	0	0	
Total from prior year	- U			'		•	

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

Number of <u>Full-time</u> <u>Instructional Staff</u> With <u>Faculty Status</u> <u>Not on Tenure Track</u> - <u>Less-than-annual Contract</u>

As of November 1, 2022

- 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

		<u>I</u>	No academic				
Race/ethnicity	Professors	Associate professors	Assistant professors	Instructors	Lecturers	rank	Total
U.S. Nonresident							0
Hispanic/Latino				9			9
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	10	0	0	10

/omen							
		A	No academic				
Race/ethnicity	Professors	Associate professors	Assistant professors	Instructors	Lecturers	rank	Total
U.S. Nonresident							0
Hispanic/Latino				9			9
American Indian or Alaska Native							0
Asian							0
Black or African American							O
Native Hawaiian or Other Pacific Islander							0
White				4			4
Two or more races							0
Race and ethnicity unknown							0
Total women	0	0	0	13	0	0	13
Total (men+women)	0	0	0	23	0	0	23
Total from prior year							18

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

$\textbf{Number of } \underline{\textbf{Full-time}} \ \underline{\textbf{Instructional Staff}} \ \underline{\textbf{With }} \underline{\textbf{Faculty Status}} \ \underline{\textbf{Not on Tenure Track}} - \underline{\textbf{Indefinite duration contract}}$

As of November 1, 2022

- 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

		·	No academic				
Gender and race/ethnicity	Professors	Associate professors	Assistant professors	Instructors	Lecturers	rank	Total
U.S. Nonresident				0			0
<u>Hispanic/Latino</u>							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

	A	No goodomio				
Professors	Associate professors	Assistant professors	Instructors	Lecturers	rank	Total
			0			
0	0	0	0	0	0	
0	0	0	0	0	0	
0	0		U	0	0	
		Professors Associate professors Associate professors	Professors	Professors professors professors Instructors O O O O O O O O O O O O O O O O O O	Professors Professors Professors Instructors Lecturers Associate professors Professors Instructors Lecturers O O O O O O O O	Professors Professors Professors Instructors Lecturers Assistant Professors Instructors Lecturers Do D

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

Number of Full-time Instructional Staff Without Faculty Status

As of November 1, 2022

- 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
U.S. Nonresident	0
<u>Hispanic/Latino</u>	
American Indian or Alaska Native	
<u>Asian</u>	
Black or African American	
Native Hawaiian or Other Pacific Islander	
<u>White</u>	
Two or more races	
Race and ethnicity unknown	
Total men	0
Women	
Race/ethnicity	Without Faculty Status
U.S. Nonresident	0

Women	
Race/ethnicity	Without Faculty Status
U.S. Nonresident	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)	0
Total from prior year	

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Part A2 - Full-time Instructional Staff by Function

Number of Full-time Instructional Staff

As of November 1, 2022

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

	With Faculty Status				Without Faculty	
	<u>Multi-</u> <u>year</u>	Annual contract	<u>Less-than-annual</u> <u>contract</u>	Indefinite duration (continuing or at-will)	Status	Total
Instructional staff	0	1	23	0	0	24
Total carried forward from previous screens	0	1	23	0	0	24
Primarily Instruction	0	1	23	0	0	24
Exclusively credit	0	1	23	0	0	24
Exclusively not-for-credit						0
Combined credit/not-for-credit						0
Instruction/research/public service staff						0

Part A3 - Full-time Instructional Staff - Totals

Total number of Full-time Instructional Staff

As of November 1, 2022

Race/ethnicity	Total men	Total women	Total (men+women)
U.S. Nonresident	0	0	0
Hispanic/Latino	9	9	18
American Indian or Alaska Native	0	0	0
Asian	0	0	0
Black or African American	0	0	0
Native Hawaiian or Other Pacific Islander	0	0	0
White	1	5	6
Two or more races	0	0	0
Race and ethnicity unknown	0	0	0
Total	10	14	24
Total from prior year			19

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

Number of Full-time Non-instructional Staff by Occupational Category

As of November 1, 2022

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

Race/ethnicity	Instructional Staff (carried forward from Part A)	Research staff	Public Service staff
U.S. Nonresident	0		
<u>Hispanic/Latino</u>	9		0
American Indian or Alaska Native	0		
Asian	0		
Black or African American	0		
Native Hawaiian or Other Pacific Islander	0		
White	1		
Two or more races	0		
Race and ethnicity unknown	0		
Total men	10	0	0

/omen			
Race/ethnicity	<u>Instructional Staff</u> (carried forward from Part A)	Research staff	Public Service staff
U.S. Nonresident	0		
Hispanic/Latino	9		
American Indian or Alaska Native	0		
Asian	0		
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 women	14	0	
			_
Total (men+women)	24	0	~

Total (men+women)	24	0	☑ 0	
Total from prior year	19		1	

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

Number of Full-time Non-instructional Staff by Occupational Category

As of November 1, 2022

- 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	<u>Librarians and Media</u> <u>Collections Specialists</u> 25-4020	<u>Library</u> <u>Technicians</u> 25-4030	Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000
U.S. Nonresident				
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	0	0	

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

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

Number of Full-time Non-instructional Staff by Occupational Category

As of November 1, 2022

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

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
U.S. Nonresident					
Hispanic/Latino	7	1	3	5	
American Indian or Alaska Native					
<u>Asian</u>					
Black or African American					
Native Hawaiian or Other Pacific Islander					
<u>White</u>	1			2	
Two or more races					
Race and ethnicity unknown				1	
Total men	8	1	3	8	0

Vomen					
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
U.S. Nonresident					
Hispanic/Latino	4	6	2	2	2
American Indian or Alaska Native					
Asian					
Black or African American					
Native Hawaiian or Other Pacific Islander					
White	2			1	2
Two or more races					
Race and ethnicity unknown	1			1	
Total women	7	6	2	4	4
Total (men+women)	15	7	5	12	4

Total (men+women)	15	7	5	12	4
Total from prior year	10	9	6	11	3

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

Number of Full-time Non-instructional Staff by Occupational Category

As of November 1, 2022

- 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)
U.S. Nonresident						0
Hispanic/Latino	11	1	1	1	1	40
American Indian or Alaska Native						0
<u>Asian</u>						0
Black or African American						0
Native Hawaiian or Other Pacific Islander						0
<u>White</u>						4
Two or more races						0
Race and ethnicity unknown			1			2
Total men	11	1	2	1	1	46

/Onlen						
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)
U.S. Nonresident						0
Hispanic/Latino	1		14			43
American Indian or Alaska Native						0
Asian						0
Black or African American						0
Native Hawaiian or Other Pacific Islander						0
White			1			13
Two or more races						0
Race and ethnicity unknown			1			3
Total women	1	0	16	0	0	59

Total (men+women)	12	1	18	1	1	105
Total from prior year	9	1	16		1	94

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Part B2 - Full-time Non-instructional Staff by Occupational Category and Contract Length

Number of Full-time Non-instructional Staff

As of November 1, 2022

			With Faculty Status		Without Faculty	Total
Occupational category	<u>Multi-</u> <u>year</u>	Annual contract	<u>Less-than-annual</u> <u>contract</u>	Indefinite duration (continuing or at-will)	Status	
Research staff						0
Public Service staff						0
<u>Archivists, Curators, and Museum Technicians</u> 25-4010						0
<u>Librarians and Media Collections Specialists</u> 25-4020						0
<u>Library Technicians</u> 25-4030					1	1
1 Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000					4	4
Management Occupations 11-0000					15	15
Business and Financial Operations Occupations 13-0000					7	7
Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000					5	5
Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000					12	12
Healthcare Practitioners and Technical Occupations 29-0000					4	4
Total	0	0	0	0	48	48
Total from prior year					48	48

Part C - Full-time Summary

Summary of Full-time Staff

As of November 1, 2022

• Data will not be generated on this screen until the relevant screens in the previous section have been completed.

			With Faculty Status	s	Without Faculty	
Occupational category	Multi-year	Annual contract	Less-than-annual contract	Indefinite duration (continuing or at-will)	Status	Total
Primarily Instruction	0	1	23	0	0	24
Exclusively credit	0	1	23	0	0	24
Exclusively not-for-credit						0
Combined credit/not-for-credit						0
Instruction/research/public service staff						0
Research staff						0
Public Service staff						0
Archivists, Curators, and Museum Technicians 25-4010						0
Librarians and Media Collections Specialists 25-4020						0
Library Technicians 25-4030					1	1
Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000					4	4
Management Occupations 11-0000					15	15
Business and Financial Operations Occupations 13-0000					7	7
Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000					5	5
Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000					12	12
Healthcare Practitioners and Technical Occupations 29-0000					4	4
Service Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000						12
Sales and Related Occupations 41-0000						1
Office and Administrative Support Occupations 43-0000						18
Natural Resources, Construction, and Maintenance Occupations 45-0000 + 47-0000 + 49-0000						1
Production, Transportation, and Material Moving Occupations 51-0000 + 53-0000						1
Total						105

Part G1 - Salaries Worksheet

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

Annual Salary, 2022-23

- 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

Men

		0	Months wor	ked			1 Total staff for salary	
Gender and academic rank	12 months	11 months	10 months	9 months	< 9 months	Total Staff	reporting	
Professors						0	0	
Associate professors						0	0	
Assistant professors						0	0	
Instructors				10		10	10	
Lecturers						0	0	
No academic rank						0	0	
Total men	0	0	0	10	0	10	10	
Total men full-time instructional staff from Part A						10		

		Months worked					Total staff for salary
Gender and academic rank	12 months	11 months	10 months	9 months	< 9 months	Total Staff	reporting
Professors						0	(
Associate professors						0	(
Assistant professors						0	(
Instructors	1			13		14	14
Lecturers						0	
No academic rank						0	(
Total women	1	0	0	13	0	14	1.
Total women full-time instructional staff from Part A						14	
Total (men+women)	1	0	0	23	0	24	24
Total (men+women) full-time instructional staff from Part A						24	

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Part G2 - Salary Outlays for Instructional Staff

Salary Outlays for Full-time Instructional Staff

Annual Salary Outlays, 2022-23

- 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.

Men

Gender and academic	Total staff for salary			Salary Outlays		
rank	reporting (from Part G, screen 1)	12 months	11 months	10 months	9 months	• Equated 9 months
Professors	0					0
Associate professors	0					0
Assistant professors	0					0
Instructors	10				446,315	446,315
Lecturers	0					0
No academic rank	0					0
Total men	10	0	0	0	446,315	446,315

Gender and academic	Total staff for salary			1 Salary Outlays		
rank	reporting (from Part G, screen 1)	12 months	11 months	10 months	9 months	1 Equated 9 months
Professors	0					0
Associate professors	0					0
Assistant professors	0					0
Instructors	14	46,350			636,409	671,172
Lecturers	0					0
No academic rank	0					0
Total women	14	46,350	0	0	636,409	671,172
Total (men + women)	24	46,350	0	0	1,082,724	1,117,487

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Part G3 - Average Salaries for Instructional Staff by Academic Rank

Average Salary by academic rank for Full-time Instructional Staff

Annual Average Salaries, 2022-23

Men

Gender and academic rank	Total staff for salary reporting	Annual Average Salaries					
Gender and academic rank	(from Part G, screen 1)	12 months	11 months	10 months	9 months	1 Equated 9 months	
Professors	0						
Associate professors	0						
Assistant professors	0						
Instructors	10				44,632	44,632	
Lecturers	0						
No academic rank	0						
Total men	10				44,632	44,632	

0	Total staff for salary reporting	Annual Average Salaries						
Gender and academic rank	(from Part G, screen 1)	12 months	11 months	10 months	9 months	1 Equated 9 months		
Professors	0							
Associate professors	0							
Assistant professors	0							
Instructors	14	46,350			48,955	47,941		
Lecturers	0							
No academic rank	0							
Total women	14	46,350			48,955	47,941		
Total (men+women)	24	46,350			47,075	46,562		

Part G4 - Salary Outlays for Non-instructional Staff

Salary Outlays for Full-time Non-instructional Staff

Annual Salary Outlays, 2022-23

Occupational category	Number of full-time staff (carried forward from the Part B - FT, non-instructional staff screens)	1 Total annual salary outlays
Research staff	0	
Public Service staff	0	
<u>Library and Student and Academic Affairs and Other Education Services</u> <u>Occupations</u> <u>25-4000 + 25-2000 + 25-3000 + 25-9000</u>	5	208,141
Management Occupations 11-0000	15	1,064,757
Business and Financial Operations Occupations 13-0000	7	449,638
Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000	5	314,273
Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000	12	559,926
<u>Healthcare Practitioners and Technical Occupations</u> 29-0000	4	264,608
<u>Service Occupations</u> 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	12	420,996
Sales and Related Occupations 41-0000	1	50,911
Office and Administrative Support Occupations 43-0000	18	703,697
Natural Resources, Construction, and Maintenance Occupations 45-0000 + 47-0000 + 49-0000	1	54,994
<u>Production, Transportation, and Material Moving Occupations</u> 51-0000 + 53-0000	1	50,390
Total	81	4,142,331
Total from prior year	75	3,434,953

Part D - Part-time Staff by Occupational Category

Number of Part-time Staff by Occupational Category

As of November 1, 2022

- 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
U.S. Nonresident			
<u>Hispanic/Latino</u>	7		
American Indian or Alaska Native			
<u>Asian</u>			
Black or African American			
Native Hawaiian or Other Pacific Islander			
<u>White</u>	9		
Two or more races			
Race and ethnicity unknown	1		
Total men	17	0	0

Women

Vomen			
Race/ethnicity	Instructional staff	Research staff	Public Service staff
U.S. Nonresident			
Hispanic/Latino	10		
American Indian or Alaska Native			
Asian			
Black or African American			
Native Hawaiian or Other Pacific Islander			
White	6		
Two or more races			
Race and ethnicity unknown	2		
Total women	18	0	0
Total (men+women)	35	0	0
Total from prior year	40		

Part D - Part-time Staff by Occupational Category

Number of Part-time Staff by Occupational Category

As of November 1, 2022

- 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	<u>Librarians and</u> <u>Media Collections</u> <u>Specialists</u> 25-4020	<u>Library</u> <u>Technicians</u> 25-4030	Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000	<u>Library and Student and</u> <u>Academic Affairs and Other</u> <u>Education Services Occupations</u>
U.S. Nonresident					0
Hispanic/Latino					0
American Indian or Alaska Native					0
<u>Asian</u>					0
Black or African American					0
Native Hawaiian or Other Pacific Islander					0
<u>White</u>		1			1
Two or more races					0
Race and ethnicity unknown					0
Total men	0	1	0	0	1

omen					
Race/ethnicity	Archivists, Curators, and Museum Technicians 25-4010	<u>Librarians and</u> <u>Media Collections</u> <u>Specialists</u> 25-4020	<u>Library</u> <u>Technicians</u> 25-4030	Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000	<u>Library and Student and</u> <u>Academic Affairs and Other</u> <u>Education Services Occupations</u>
U.S. Nonresident					
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	0	0	0	
Total (men+women)	0	1	0	0	
Total from prior year		1		_	

Part D - Part-time Staff by Occupational Category

Number of Part-time Staff

As of November 1, 2022

- 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
U.S. Nonresident					
Hispanic/Latino			3		
American Indian or Alaska Native					
<u>Asian</u>					
Black or African American					
Native Hawaiian or Other Pacific Islander					
<u>White</u>	1		3		
Two or more races					
Race and ethnicity unknown					
Total men	1	0	6	0	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
U.S. Nonresident					
Hispanic/Latino			7		
American Indian or Alaska Native					
Asian					
Black or African American					
Native Hawaiian or Other Pacific Islander					
White			2		
Two or more races					
Race and ethnicity unknown			1		
Total women	0	0	10	0	0
T-4-1 (•	16		
Total (men+women)	1	0	16	0	0

Total from prior year

Part D - Part-time Staff by Occupational Category

Number of Part-time Staff

As of November 1, 2022

- 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)
U.S. Nonresident						0
Hispanic/Latino	1		1			12
American Indian or Alaska Native						0
<u>Asian</u>						0
Black or African American						0
Native Hawaiian or Other Pacific Islander						0
<u>White</u>						14
Two or more races						0
Race and ethnicity unknown						1
Total men	1	0	1	0	0	27

Women

vomen						
Race/ethnicity	<u>Service</u> <u>Occupations</u> 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)
U.S. Nonresident						0
Hispanic/Latino				1		18
American Indian or Alaska Native						0
Asian						0
Black or African American						0
Native Hawaiian or Other Pacific Islander						0
White						8
Two or more races						0
Race and ethnicity unknown						3
Total women	0	0	0	1	0	29

Total (men+women)	1	0	1	1	0	56
Total from prior year	1		1			43

User ID: P3636331

Part E - Part-time Staff by Occupational Category and Contract Length

Number of Part-time Staff

As of November 1, 2022

			With Faculty Status		Without	
Occupational category	<u>Multi-</u> <u>year</u>	Annual contract	<u>Less-than-annual</u> <u>contract</u>	Indefinite duration (continuing or at-will)	Faculty Status	Total
Primarily Instruction	0	0	35	0	0	35
Exclusively credit			35			35
Exclusively not-for-credit						0
Combined credit/not-for-credit						0
Instruction/research/public service staff						0
Research staff						0
Public Service staff						0
Archivists, Curators, and Museum Technicians 25-4010						0
<u>Librarians and Media Collections Specialists</u> 25-4020					1	1
<u>Library Technicians</u> 25-4030						O
1 Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000						O
Management Occupations 11-0000					1	1
Business and Financial Operations Occupations 13-0000						O
Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000					16	16
Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000						C
<u>Healthcare Practitioners and Technical Occupations</u> 29-0000						O
Total	0	0	35	0	18	53
Total from prior year		0	40		1	41

Part F - Part-time Summary

Summary of Part-time Staff

As of November 1, 2022

			With Faculty State	ıs	Without Fooulty	
Occupational category	Multi- Annu year contra		Less-than-annual contract	Indefinite duration (continuing or at-will)	Without Faculty Status	Total
Primarily Instruction	0	0	35	0	0	3
Exclusively credit			35			3
Exclusively not-for-credit						
Combined credit/not-for-credit						
Instruction/research/public service staff						
Research staff						
Public Service staff						
Archivists, Curators, and Museum Technicians 25-4010						(
Librarians and Media Collections Specialists 25-4020					1	
Library Technicians 25-4030						
Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000						ı
Management Occupations 11-0000					1	
Business and Financial Operations Occupations 13-0000						
Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000					16	1
Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000						ı
Healthcare Practitioners and Technical Occupations 29-0000						
Service Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000						
Sales and Related Occupations 41-0000						ı
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						
Total						5

User ID: P3636331

Part H - New Hires, Full-time Instructional Staff by Contract Length

Number of Newly Hired Full-time Permanent Instructional Staff

(Hired full-time between November 1, 2021 - October 31, 2022 and on the payroll as of November 1, 2022)

- 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 Public Service

Men

			With Faculty Statu	<u>15</u>	Without Faculty	
Race/ethnicity	<u>Multi-</u> <u>year</u>	Annual contract	<u>Less-than-annual</u> <u>contract</u>	Indefinite duration (continuing or atwill).	Status	Total
U.S. Nonresident						0
Hispanic/Latino			1			1
American Indian or Alaska Native						0
<u>Asian</u>						0
Black or African American						0
Native Hawaiian or Other Pacific Islander						0
<u>White</u>						0
Two or more races						0
Race and ethnicity unknown						0
Total men	0	0	1	0	0	1

Pace/ethnicity	<u>Multi-</u> <u>year</u>	Annual contract	With <u>Faculty Statu</u> <u>Less-than-annual</u> <u>contract</u>	Indefinite duration (continuing or atwill)	Without Faculty Status	Total
J.S. Nonresident						
lispanic/Latino						
merican Indian or Alaska Native						
sian						
Black or African American						
lative Hawaiian or Other Pacific slander						
Vhite		1	2			;
wo or more races						
ace and ethnicity unknown						
otal women	0	1	2	0	0	;

User ID: P3636331

Part H - New Hires, Full-time Staff by Occupational Category

Number of Newly Hired Full-time Permanent Non-instructional Staff

(Hired full-time between November 1, 2021 - October 31, 2022 and on the payroll as of November 1, 2022)

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

Men

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

Vomen				
Race/ethnicity	Instructional Staff (from Part H, screen 1).	Research staff	Public Service staff	<u>Library and Student and Academic Affairs and Other Education</u> <u>Services Occupations</u> 25-4000 + 25-2000 + 25-3000 + 25-9000
U.S. Nonresident	0			
Hispanic/Latino	0			1
American Indian or Alaska Native	0			
Asian	0			
Black or African American	0			
Native Hawaiian or Other Pacific Islander	0			
White	3			
Two or more races	0			
Race and ethnicity unknown	0			
Total women	3	0	0	1
Total (men+women)	4	0	0	1

User ID: P3636331

Part H - New Hires, Full-time Staff by Occupational Category

Number of Newly Hired Full-time Permanent Non-instructional Staff

(Hired full-time between November 1, 2021 - October 31, 2022 and on the payroll as of November 1, 2022)

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

Men

IVICII					
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
U.S. Nonresident					
Hispanic/Latino	1			3	
American Indian or Alaska Native					
<u>Asian</u>					
Black or African American					
Native Hawaiian or Other Pacific Islander					
<u>White</u>					
Two or more races					
Race and ethnicity unknown				1	
Total men	1	0	0	4	0

omen					
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
U.S. Nonresident					
Hispanic/Latino	2	1			1
American Indian or Alaska Native					
Asian					
Black or African American					
Native Hawaiian or Other Pacific Islander					
White	1			1	
Two or more races					
Race and ethnicity unknown	1			1	
Total women	4	1	0	2	1
Total (men+women)	5	1	0	6	1

User ID: P3636331

Part H - New Hires, Full-time Staff by Occupational Category

Number of Newly Hired Full-time Permanent Non-instructional Staff

(Hired full-time between November 1, 2021 - October 31, 2022 and on the payroll as of November 1, 2022)

- 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)
U.S. Nonresident						0
Hispanic/Latino	4			1		10
American Indian or Alaska Native						0
<u>Asian</u>						0
Black or African American						0
Native Hawaiian or Other Pacific Islander						0
White						0
Two or more races						0
Race and ethnicity unknown			1			2
Total men	4	0	1	1	0	12

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)
U.S. Nonresident						0
Hispanic/Latino			3			8
American Indian or Alaska Native						0
Asian						0
Black or African American						0
Native Hawaiian or Other Pacific Islander						0
White						5
Two or more races						0
Race and ethnicity unknown			1			3
Total women	0	0	4	0	0	16

Total (men+women) 4 0 5 1 0 28

Institution: Luna Community College (363633)	User ID: P3636331
Human Resources Survey Evaluation	
Were any staff members difficult to categorize? If so, please explain in the box below.	

User ID: P3636331

Prepared by

Prepared by

Reporting Reminders:

- 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.

2.00 Number of Staff (including yourself)

- 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 o	omponent was prepared by:				
•	Keyholder	0	SFA Contact	0	HR Contact
0	Finance Contact	0	Academic Library Contact	0	Other
	Name: Denise Gibson				
	Email: dgibson@luna.edu				
How many staff from your institution only were involved in the data collection and reporting process of this survey component?					

, ,	ou and others from your institution only s nt collecting data for state and other repo	pend on each of the steps below when respecting purposes.	ponding to this survey componer	nt?
Staff member	Collecting Data Needed	Revising Data to Match	Entering Data	Revising and Lo

Staff member	Collecting Data Needed	Revising Data to Match IPEDS Requirements	Entering Data	Revising and Locking Data
Your office	8.00 hours	1.00 hours	4.00 hours	2.00 hours
Other offices	24.00 hours	0.00 hours	0.00 hours	0.00 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 <u>Data Center</u> and sent to your institution's CEO in November 2023

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 ar Fall 2022	nd occupational	category:	
Occupational category	Reporte	d values	FTE staff
	Number of full-time staff	Number of part-time staff	
Total number of staff	105	56	124
Instructional Staff	24	35	36
Primary Instruction	24	35	36
Exclusively credit	24	35	36
Exclusively not-for-credit	0	0	(
Combined credit/not-for-credit	0	0	(
Instruction/research/public service	0	0	(
Research Staff	0	0	(
Public Service Staff	0	0	
Library and Student and Academic Affairs and Other Education Services Occupations SOC	5	1	
Librarians, Curators, and Archivists SOC 25-4000	1	1	
Archivists, Curators, and Museum Technicians SOC 25-4010	0	0	
Librarians SOC 25-4020	0	1	
Library Technicians SOC 25-4030	1	0	
Student and Academic Affairs and Other Education Services Occupations SOC 25-2000 + 25-3000 + 25-9000	4	0	
Management Occupations SOC 11-0000	15	1	1
Business and Financial Operations Occupations SOC 13-0000	7	0	
Computer, Engineering, and Science Occupations SOC 15-0000 + 17-0000 + 19-0000	5	16	1
Community, Social Service, Legal, Arts, Design, Entertainment, Sports and Media Occupations SOC 21-0000 + 23-0000 + 27-0000	12	0	1
Healthcare Practitioners and Technical Occupations SOC 29-0000	4	0	
Service Occupations SOC 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-	12	1	1

Sales and Related Occupations SOC 41-0000	1	0	1
Office and Administrative Support Occupations SOC 43-0000	18	1	18
Natural Resources, Construction, and Maintenance Occupations SOC 45-0000 + 47-0000 + 49-0000	1	1	1
Production, Transportation, and Material Moving Occupations SOC 51-0000 + 53-0000	1	0	1

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

Academic rank	Months Covered by Annual Salary				Total Staff for	Total Number	Colomi	Weighted
	12 months	11 months	10 months	9 months	Salary reporting	of Months	Salary Outlays	Average Monthly Salaries
All Ranks	1			23	24	219	\$1,129,074	\$5,156
Professor								
Associate professor								
Assistant professor								
Instructor	1			23	24	219	\$1,129,074	\$5,156
Lecturer								
No academic rank								

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.

User ID: P3636331

Edit Report

Human Resources

Source	Description	Severity	Resolved	Options					
Screen: B1 - FT Non-instructional, Occupation - 1									
Screen Entry	This number(0) 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	One Faculty member was Interim Director for the Humanities Department for the past year and was reinstated as a FT Faculty for 2022-2023.								