

Institution: Western Carolina University (200004)
User ID: P2000041

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 2010 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.

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, 2015 and October 31, 2016** either for the **first time** (new to the institution) or **after a break in service**? (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 - Multi-Year Contract

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

As of November 1, 2016

- 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	5	1	2	2	1		11
Two or more races							0
Race and ethnicity unknown							0
Total men	5	1	3	2	1	0	12

Women

Gender and race/ethnicity	Academic Rank					No academic rank	Total
	Professors	Associate professors	Assistant professors	Instructors	Lecturers		
Nonresident alien							0
Hispanic/Latino						1	1
American Indian or Alaska Native							0
Asian							0
Black or African American							0
Native Hawaiian or Other Pacific Islander							0
White		1	2	2		4	9
Two or more races							0
Race and ethnicity unknown							0
Total women	0	1	2	2	0	5	10
Total (men+women)	5	2	5	4	1	5	22

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

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

As of November 1, 2016

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

Men

Race/ethnicity	Academic Rank					No academic rank	Total
	Professors	Associate professors	Assistant professors	Instructors	Lecturers		
Nonresident alien				1			1
Hispanic/Latino							0
American Indian or Alaska Native				1			1
Asian			1				1
Black or African American							0
Native Hawaiian or Other Pacific Islander							0
White		1	14	12		1	28
Two or more races							0
Race and ethnicity unknown			2				2
Total men	0	1	17	14	0	1	33

Women

Race/ethnicity	Academic Rank					No academic rank	Total
	Professors	Associate professors	Assistant professors	Instructors	Lecturers		
Nonresident alien							0
Hispanic/Latino			1	1			2
American Indian or Alaska Native							0
Asian			1	2			3
Black or African American			1				1
Native Hawaiian or Other Pacific Islander							0
White		2	40	9	1	20	72
Two or more races			1				1
Race and ethnicity unknown						1	1
Total women	0	2	44	12	1	21	80
Total (men+women)	0	3	61	26	1	22	113
Total from prior year							105

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, 2016

- 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			1				1
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	1	0	0	0	1
Women							
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	1	0	0	0	1
Total from prior year							

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

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

As of November 1, 2016

- 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							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

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

Number of Full-time Instructional Staff

Without Faculty Status

As of November 1, 2016

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

Men

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

Total (men+women)	0
Total from prior year	

Part A3 - Full-time Instructional Staff - Totals

Total number of Full-time Instructional Staff

As of November 1, 2016

Race/ethnicity	Total men	Total women	Total (men+women)
Nonresident alien	1	5	6
Hispanic/Latino	8	4	12
American Indian or Alaska Native	2	0	2
Asian	14	5	19
Black or African American	3	3	6
Native Hawaiian or Other Pacific Islander	0	0	0
White	190	217	407
Two or more races	2	2	4
Race and ethnicity unknown	13	4	17
Total	233	240	473
Total from prior year			456

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

Number of Full-time Non-instructional Staff

by Occupational Category

As of November 1, 2016

•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	1		
Hispanic/Latino	8		
American Indian or Alaska Native	2		
Asian	14		
Black or African American	3		
Native Hawaiian or Other Pacific Islander	0		
White	190		
Two or more races	2		
Race and ethnicity unknown	13	0	
Total men	233	0	0

Women

Race/ethnicity	Instructional Staff (carried forward from Part A)	Research staff	Public Service staff
Nonresident alien	5		
Hispanic/Latino	4		
American Indian or Alaska Native	0		
Asian	5		
Black or African American	3		
Native Hawaiian or Other Pacific Islander	0		
White	217		
Two or more races	2		
Race and ethnicity unknown	4		
Total women	240	0	0
Total (men+women)	473	0	0
Total from prior year	456		

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

Number of Full-time Non-instructional Staff

by Occupational Category

As of November 1, 2016

•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 25-4020	Library Technicians 25-4030	Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000
Nonresident alien				
Hispanic/Latino				
American Indian or Alaska Native				
Asian				
Black or African American				2
Native Hawaiian or Other Pacific Islander				
White		3	3	26
Two or more races				
Race and ethnicity unknown		1		
Total men		4	3	0

Women

Race/ethnicity	Archivists, Curators, and Museum Technicians 25-4010	Librarians 25-4020	Library Technicians 25-4030	Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000
Nonresident alien		1		
Hispanic/Latino				2
American Indian or Alaska Native				
Asian				
Black or African American				4
Native Hawaiian or Other Pacific Islander				
White		4	11	35
Two or more races				3
Race and ethnicity unknown		2		
Total women		6	12	0
Total (men+women)		10	15	0
Total from prior year		9	16	68

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

Number of Full-time Non-instructional Staff

by Occupational Category

As of November 1, 2016

•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	2				3
American Indian or Alaska Native					
Asian			1		1
Black or African American	1	1			8
Native Hawaiian or Other Pacific Islander					
White	53	26	32	49	5
Two or more races			2	1	
Race and ethnicity unknown	1	1	1	2	1
Total men	57	28	36	64	6

Women

Race/ethnicity	Management Occupations 11-0000	Business and Financial Operations Occupations 13-0000	Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000	Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000	Healthcare Practitioners and Technical Occupations 29-0000
Nonresident alien			1	1	
Hispanic/Latino					1
American Indian or Alaska Native					1
Asian	1		1		
Black or African American	4		2	3	
Native Hawaiian or Other Pacific Islander					
White	29	42	16	40	10
Two or more races					
Race and ethnicity unknown				2	1
Total women	34	42	20	48	11
Total (men+women)	91	70	56	112	17
Total from prior year	90	71	50	109	19

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

Number of Full-time Non-instructional Staff

by Occupational Category

As of November 1, 2016

•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
Hispanic/Latino	2				1	16
American Indian or Alaska Native	3				1	6
Asian						16
Black or African American	2					17
Native Hawaiian or Other Pacific Islander						0
White	105		23		121	10
Two or more races	1		1		1	8
Race and ethnicity unknown	4				3	27
Total men	117	0	24		126	11

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						8
Hispanic/Latino	1		2			10
American Indian or Alaska Native						1
Asian				2		9
Black or African American	1	1	1			19
Native Hawaiian or Other Pacific Islander						0
White	66	2	168		18	7
Two or more races	2		8			15
	1					10

Race and ethnicity unknown							
Total women	71	3	181	18	7	737	
Total (men+women)	188	3	205	144	18	1,474	
Total from prior year	181	3	201	139	15	1,427	

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, 2016								
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								0
Public Service staff								0
Archivists, Curators, and Museum Technicians 25-4010							10	10
Librarians 25-4020	6	7	1				1	15
Library Technicians 25-4030								0
Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000			22			1	49	72
Management Occupations 11-0000	21	2	9				59	91
Business and Financial Operations Occupations 13-0000							70	70
Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000			8				48	56
Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000			19	1		1	91	112
Healthcare Practitioners and Technical Occupations 29-0000			2				15	17
Total	27	9	61	1	2	0	343	443
Total from prior year	31	7		5	3		277	432

Part G - Salaries Worksheet

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

Annual Salary, 2016-17

- 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	Total number of months
	12 months	11 months	10 months	9 months	< 9 months			
Men								
Professors	11	0	2	47		60	60	575
Associate professors	8	0	5	64		77	77	722
Assistant professors	5	1	3	68		77	77	713
Instructors	4	0	1	11		16	16	157
Lecturers	1	0	0	0		1	1	12
No academic rank	0	0	0	2		2	2	18
Total men	29	1	11	192	0	233	233	2,197
Total men full-time instructional staff from Part A						233		
Women								
Professors	1	0	0	30		31	31	282
Associate professors	5	0	2	62		69	69	638
Assistant professors	6	0	3	88		97	97	894
Instructors	1	0	1	12		14	14	130
Lecturers	0	0	0	1		1	1	9
No academic rank	1	0	0	27		28	28	255
Total women	14	0	6	220	0	240	240	2,208
Total women full-time instructional staff from Part A						240		
Total (men + women)	43	1	17	412	0	473	473	4,405
Total (men +women) full-time instructional staff from Part A						473		

Part G - Salary Outlays for Instructional Staff

Salary Outlays for Full-time Instructional Staff

Annual Salary Outlays, 2016-17

•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

Gender and academic rank	Total staff for salary reporting (from Part G, screen 1)	Total number of months (from Part G, screen 1)	Salary Outlays				Weighted average monthly salaries
			12 months	11 months	10 months	9 months	
Men							
Professors	60	575	1,283,070	0	231,435	4,646,400	10,715
Associate professors	77	722	793,160	0	422,123	4,825,512	8,367
Assistant professors	77	713	441,500	42,000	197,429	4,399,862	7,126
Instructors	16	157	191,626	0	45,443	494,890	4,662
Lecturers	1	12	55,825	0	0	0	4,652
No academic rank	2	18	0	0	0	163,975	9,110
Total men	233	2,197	2,765,181	42,000	896,430	14,530,639	8,300
Women							
Professors	31	282	111,074	0	0	2,832,175	10,437
Associate professors	69	638	468,123	0	141,183	4,167,702	7,487
Assistant professors	97	894	412,091	0	203,110	5,389,447	6,717
Instructors	14	130	55,711	0	45,107	528,227	4,839
Lecturers	1	9	0	0	0	43,494	4,833
No academic rank	28	255	82,069	0	0	1,526,618	6,309
Total women	240	2,208	1,129,068	0	389,400	14,487,663	7,249
Total (men + women)	473	4,405	3,894,249	42,000	1,285,830	29,018,302	7,773

Part G - Average Salary by academic rank

**Average Salary by academic rank
 for Full-time Instructional Staff**

Annual Average Salaries, 2016-17

Gender and academic rank	Average Salaries				Equated 9-month Average Salary
	12 months	11 months	10 months	9 months	
Men					
Professors	116,643		115,718	98,860	96,950
Associate professors	99,145		84,425	75,399	75,328
Assistant professors	88,300	42,000	65,810	64,704	64,195
Instructors	47,907		45,443	44,990	42,469
Lecturers	55,825				41,869
No academic rank				81,988	81,988
Total men	95,351	42,000	81,494	75,680	74,874
Women					
Professors	111,074			94,406	94,048
Associate professors	93,625		70,592	67,221	67,331
Assistant professors	68,682		67,703	61,244	60,632
Instructors	55,711		45,107	44,019	43,615
Lecturers				43,494	43,494
No academic rank	82,069			56,541	56,720
Total women	80,648		64,900	65,853	65,354
Total (men + women)	90,564	42,000	75,637	70,433	70,044

Part G - Salary Outlays for Non-instructional Staff

Salary Outlays for <u>Full-time Non-instructional Staff</u>		
Annual Salary Outlays, 2016-17		
Occupational category	Number of full-time staff (carried forward from previous screens)	Total annual salary outlays
Research staff	0	
Public Service staff	0	
Library and Student and Academic Affairs and Other Education Services Occupations 25-4000 + 25-2000 + 25-3000 + 25-9000	97	4,855,118
Management Occupations 11-0000	91	10,250,898
Business and Financial Operations Occupations 13-0000	70	3,886,400
Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000	56	4,076,436
Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000	112	5,856,169
Healthcare Practitioners and Technical Occupations 29-0000	17	1,009,410
Service Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	188	5,861,102
Sales and Related Occupations 41-0000	3	86,994
Office and Administrative Support Occupations 43-0000	205	6,989,543
Natural Resources, Construction, and Maintenance Occupations 45-0000 + 47-0000 + 49-0000	144	6,375,470
Production, Transportation, and Material Moving Occupations 51-0000 + 53-0000	18	517,808

Part D - Part-time Staff by Occupational Category

Number of Part-time Staff by Occupational Category

As of November 1, 2016

- 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	2		
Hispanic/Latino			
American Indian or Alaska Native			
Asian			
Black or African American	1		
Native Hawaiian or Other Pacific Islander			
White	74		
Two or more races	2		
Race and ethnicity unknown	7		
Total men	86	0	0

Women

Race/ethnicity	Instructional staff	Research staff	Public Service staff
Nonresident alien			
Hispanic/Latino	1		
American Indian or Alaska Native			
Asian	1		
Black or African American	4		
Native Hawaiian or Other Pacific Islander			
White	114		
Two or more races			
Race and ethnicity unknown	3		
Total women	123	0	0

Total (men+women)	209	0	0
Total from prior year	218		

Part D - Part-time Staff by Occupational Category**Number of Part-time Staff by Occupational Category****As of November 1, 2016**

•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</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	<u>Library and Student and Academic Affairs and Other Education Services Occupations</u>
<u>Nonresident alien</u>					0
<u>Hispanic/Latino</u>					0
<u>American Indian or Alaska Native</u>					0
<u>Asian</u>					0
<u>Black or African American</u>					0
<u>Native Hawaiian or Other Pacific Islander</u>					0
<u>White</u>					0
<u>Two or more races</u>					0
<u>Race and ethnicity unknown</u>					0
Total men	0	0	0	0	0

Women

Race/ethnicity	<u>Archivists, Curators, and Museum Technicians</u> 25-4010	<u>Librarians</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	<u>Library and Student and Academic Affairs and Other Education Services Occupations</u>
<u>Nonresident alien</u>					0
<u>Hispanic/Latino</u>					0
<u>American Indian or Alaska Native</u>					0
<u>Asian</u>					0
<u>Black or African American</u>					0
<u>Native Hawaiian or Other Pacific Islander</u>					0
<u>White</u>				1	1
<u>Two or more races</u>					0
<u>Race and ethnicity unknown</u>					0
Total women	0	0	0	1	1

Total (men+women)	0	0	0	1	1
Total from prior year		1		2	3

Part D - Part-time Staff by Occupational Category

Number of Part-time Staff

As of November 1, 2016

- 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	3				1
Two or more races					
Race and ethnicity unknown					
Total men	3	0	0	0	1

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	4				
Two or more races					
Race and ethnicity unknown					
Total women	4	0	0	0	0

Total (men+women)	7	0	0	0	1
Total from prior year	6				1

Part D - Part-time Staff by Occupational Category

Number of Part-time Staff

As of November 1, 2016

- 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						2
Hispanic/Latino						0
American Indian or Alaska Native						0
Asian						0
Black or African American						1
Native Hawaiian or Other Pacific Islander						0
White					1	79
Two or more races						2
Race and ethnicity unknown						7
Total men	0	0	0		1	91

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						0
Hispanic/Latino						1
American Indian or Alaska Native						0
Asian						1
Black or African American						4
Native Hawaiian or Other Pacific Islander						0
White				9		128
Two or more races						0
Race and ethnicity unknown						3

Total women	0	0	9	0	0	137
Total (men+women)	0	0	9	1	0	228
Total from prior year			8	2		238

Part D - Graduate assistants

Number of Graduate Assistants

As of November 1, 2016

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

•Report race for non-Hispanic/Latino individuals only

Men

Race/ethnicity	Teaching 25-1191	Research	Other 11-0000, 13-0000, 15-0000, 17-0000, 19-0000, 21-0000, 23-0000, 27-0000, 25-4000, 25-4010, 25-4020, 25-4030, 25-2000, 25-3000, 25-9000, 29-0000	Total
Nonresident alien	1	2		3
Hispanic/Latino	3	5		8
American Indian or Alaska Native		1		1
Asian	1	1		2
Black or African American	3			3
Native Hawaiian or Other Pacific Islander				0
White	37	31		68
Two or more races	2	1		3
Race and ethnicity unknown				0
Total men	47	41	0	88

Women

Race/ethnicity	Teaching 25-1191	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	4	1		5
Hispanic/Latino	4	6		10
American Indian or Alaska Native	1			1
Asian	1	1		2
Black or African American	3	1		4
Native Hawaiian or Other Pacific Islander				0
White	84	68		152
Two or more races	2			2
Race and ethnicity unknown				0
Total women	99	77	0	176
Total (men+women)	146	118	0	264
Total from prior year	135	105		240

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

Number of Part-time Staff

As of November 1, 2016

Occupational category	With Faculty Status						Without Faculty Status	Total
	Tenured	On Tenure Track	Not on Tenure Track			Indefinite duration (continuing or at-will)		
			Multi-year contract	Annual contract	Less-than-annual contract			
Primarily Instruction	1	1	13	34	160	0	0	209
? Exclusively credit	1	1	13	34	160			209
? 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								0
25-4010 Librarians								0
25-4020 Library Technicians								0
25-4030								0
? Student and Academic Affairs and Other Education Services Occupations							1	1
25-2000 + 25-3000 + 25-9000								
Management Occupations	5		1	1				7
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								0
21-0000 + 23-0000 + 27-0000								
Healthcare Practitioners and Technical Occupations							1	1
29-0000								
Total	6	1	14	35	160	0	2	218
Total from prior year	5	1		30	174		2	228

Part F - Part-time Summary

Summary of Part-time Staff

As of November 1, 2016

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)		
Primarily Instruction	1	1	13	34	160	0	209	
Exclusively credit	1	1	13	34	160		209	
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 25-4020							0	
Library Technicians 25-4030							0	
Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000							1	
Management Occupations 11-0000	5		1	1			7	
Business and Financial Operations Occupations 13-0000							0	
Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000							0	
Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000							0	
Healthcare Practitioners and Technical Occupations 29-0000							1	
Service Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000							0	
Sales and Related Occupations 41-0000							0	
Office and Administrative Support Occupations 43-0000							9	
Natural Resources, Construction, and Maintenance Occupations 45-0000 + 47-0000 + 49-0000							1	
Production, Transportation, and Material Moving Occupations 51-0000 + 53-0000							0	
Graduate Assistants							264	
Teaching 25-1191							146	
Research							118	
Other 11-0000, 13-0000, 15-0000, 17-0000, 19-0000, 21-0000, 23-0000, 27-0000, 25-4000,							0	

25-4010, 25-4020, 25-4030,
25-2000, 25-3000, 25-9000,
29-0000

Total

492

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, 2015 - October 31, 2016)

- 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		1						1
American Indian or Alaska Native						1		1
Asian				1				1
Black or African American								0
Native Hawaiian or Other Pacific Islander								0
White		9		6				15
Two or more races		1						1
Race and ethnicity unknown								0
Total men	0	11	0	8	1	0	0	20

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		2						2
Hispanic/Latino		1		1				2
American Indian or Alaska Native								0
Asian								0
Black or African American				1				1
Native Hawaiian or Other Pacific Islander								0
White	1	14		17				32
Two or more races								0
Race and ethnicity unknown								0
Total women	1	17	0	19	0	0	0	37
Total (men+women)	1	28	0	27	1	0	0	57

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

Number of Newly Hired Full-time Staff

(Hired full-time between November 1, 2015 - October 31, 2016)

•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	1			
American Indian or Alaska Native	1			
Asian	1			
Black or African American	0			1
Native Hawaiian or Other Pacific Islander	0			
White	15			11
Two or more races	1			
Race and ethnicity unknown	0			
Total men	20	0	0	12

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	2			
Hispanic/Latino	2			1
American Indian or Alaska Native	0			
Asian	0			
Black or African American	1			1
Native Hawaiian or Other Pacific Islander	0			
White	32			6
Two or more races	0			1
Race and ethnicity unknown	0			1
Total women	37	0	0	10
Total (men+women)	57	0	0	22

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

Number of Newly Hired Full-time Staff

(Hired full-time between November 1, 2015 - October 31, 2016)

•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			1	
American Indian or Alaska Native					
Asian					
Black or African American				5	
Native Hawaiian or Other Pacific Islander					
White	4	4	4	10	
Two or more races					
Race and ethnicity unknown					
Total men	5	4	4	16	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			1	1	
Hispanic/Latino					
American Indian or Alaska Native					
Asian					
Black or African American	1				
Native Hawaiian or Other Pacific Islander					
White	4	5	2	11	
Two or more races					
Race and ethnicity unknown					
Total women	5	5	3	12	0

Total (men+women)	10	9	7	28	0
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Part H - New Hires, Full-time Staff by Occupational Category

Number of Newly Hired Full-time Staff

(Hired full-time between November 1, 2015 - October 31, 2016)

- 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
Hispanic/Latino	1					4
American Indian or Alaska Native						1
Asian						1
Black or African American	1					7
Native Hawaiian or Other Pacific Islander						0
White	23			6	10	1
Two or more races						1
Race and ethnicity unknown						0
Total men	25	0	6	10	1	103

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						4
Hispanic/Latino						3
American Indian or Alaska Native						0
Asian						0
Black or African American		1	1			5
Native Hawaiian or Other Pacific Islander						0
White	12			21	2	3
Two or more races				1		2
						1

Race and ethnicity unknown							
Total women	12	1	23	2	3	113	
Total (men+women)	37	1	29	12	4	216	

Human Resources Survey Evaluation

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

Prepared by

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: Billy Helton
Email: heltonbl@northcarolina.edu

How long did it take to prepare this survey component?	hours	minutes
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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.

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 2016.

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 2016**

Occupational category	Reported values		FTE staff
	Number of full-time staff	Number of part-time staff	
Total number of staff	1,474	228	1,550
Instructional Staff	473	209	543
Primary Instruction	473	209	543
Exclusively credit	473	209	543
Exclusively not-for-credit	0	0	0
Combined credit/not-for-credit	0	0	0
Instruction/research/public service	0	0	0
Research Staff	0	0	0
Public Service Staff	0	0	0
Library and Student and Academic Affairs and Other Education Services Occupations SOC	97	1	97
Librarians, Curators, and Archivists SOC 25-4000	25	0	25
Archivists, Curators, and Museum Technicians SOC 25-4010	10	0	10
Librarians SOC 25-4020	15	0	15
Library Technicians SOC 25-4030	0	0	0
Student and Academic Affairs and Other Education Services Occupations SOC 25-2000 + 25-3000 + 25-9000	72	1	72
Management Occupations SOC 11-0000	91	7	93
Business and Financial Operations Occupations SOC 13-0000	70	0	70
Computer, Engineering, and Science Occupations SOC 15-0000 + 17-0000 + 19-0000	56	0	56
Community, Social Service, Legal, Arts, Design, Entertainment, Sports and Media Occupations SOC 21-0000 + 23-0000 + 27-0000	112	0	112
Healthcare Practitioners and Technical Occupations SOC 29-0000	17	1	17
Service Occupations SOC 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	188	0	188
Sales and Related Occupations SOC 41-0000	3	0	3
Office and Administrative Support Occupations SOC 43-0000	205	9	208
Natural Resources, Construction, and Maintenance Occupations SOC 45-0000 + 47-0000 + 49-0000	144	1	144

**Number of staff by employment status and occupational category:
Fall 2016**

Production, Transportation, and Material Moving Occupations SOC 51-0000 + 53-0000	18	0	18
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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 2016-17**

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	43	1	17	412	473	4,405	\$34,240,381	\$7,773
Professor	12		2	77	91	857	\$9,104,154	\$10,623
Associate professor	13		7	126	146	1,360	\$10,817,803	\$7,954
Assistant professor	11	1	6	156	174	1,607	\$11,085,439	\$6,898
Instructor	5		2	23	30	287	\$1,361,004	\$4,742
Lecturer	1			1	2	21	\$99,319	\$4,729
No academic rank	1			29	30	273	\$1,772,662	\$6,493

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

Western Carolina University (200004)

Source	Description	Severity	Resolved	Options
Screen: A1 - FT Instructional, Rank and Tenure - Indefinite duration Contract				
Upload File	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: This is a new category with no currently assignable staff and there is no prior year value.				
Screen: B2 - FT Non-instructional, Occupation and Tenure - 1				
Upload File	The total number of full-time non-medical school non-instructional staff with a multi-year or indefinite duration contract (61) is outside the expected range of between 71 and 147 based on the prior year multi-year, continuing, or at-will contract value. Please correct your data or explain. (Error #1629)	Explanation	Yes	
Reason: This is a new category with no currently assignable staff and there is no prior year value.				
Screen: D - PT Staff, Occupation - 2				
Upload File	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: Prior year value of 1 and current year 0 confirmed as accurate.				
Screen: H - New Hires Instructional, Tenure				
Perform Edits	The total number of new hires (57) is outside the expected range of between 17 and 47 based on the number of full-time staff reported in the prior year and the number of full-time staff reported in part A. Please correct your data or explain. (Error #1393)	Explanation	Yes	
Reason: Increase in instructional hires was due to increase in available enrollment growth money.				