

Prairie View A & M University 2012-13 Adjunct Faculty Salaries (formerly Contingent)

A. Institutional Basics

For any of the questions below, if you are reporting data for a System Office or System Summary, please supply system-wide figures. Otherwise, supply individual institution figures.

1. Total Operating Budget

What is the total dollar value of your institution's 2012-13 operating budget for educational and general operations and auxiliary enterprises? Include research funds and funded student aid. Do not include unfunded student aid (discounts) or capital funds. Do not include dollars associated with the operation of a university hospital. Ask your controller for this number. Budget is a required field.

	2012-13 \$	2011-12 \$
Total Operating Budget	169,605,606	170,008,287

2. Cost of Medical and Retirement Plans

Enter the expected total contribution in 2012-13 by your institution to employee medical/healthcare and retirement plans as a % of total benefits-eligible employee salaries and wages. DO NOT include contributions associated with dental or vision plans. DO NOT include FICA contributions.

	Institution's contribution as % of total benefits-eligible employee salaries and wages
a. Medical plans	7.0
b. Retirement plans	4.0

3. Student Enrollment

Report fall student enrollment as of your institution's official fall reporting date or October 15, 2012. If this is not possible, use a reporting date no earlier than September 15 and no later than November 1. Your Institutional Research Office is likely to be the best source for this data. FTE enrollment should always be less than or equal to FT + PT enrollment combined.

- Please complete rows a, b and c if you can.
 - If you can complete rows a and b, but not c, enter these numbers and then hit the "Calculate" button below. FTE figures will be derived as: Number of Full-Time Students + 1/3 the Number of Part-Time Students.
 - If you can only provide numbers for row c, please do so. Don't hit the "Calculate" button.
- Click underlined terms for definitions.

	Undergraduate	Graduate	Total All
a. Number of Full-Time Students	6,281	512	6,793
b. Number of Part-Time Students	476	1,067	1,543
c. Full-Time Equivalent Enrollment	6,439.7	867.7	7,307.4
Reported Last Year	6,582.5	1,043.7	7,626.2

4. Fall 2012 Faculty Size

Report the number of faculty on your institution's payroll as of November 1, 2012. If this is not possible, use a reporting date no earlier than September 15 and no later than November 1. Include all full-time and part-time employees with faculty status, even if excluded in salary data. Your institutional Research Office is likely to be the best source for this data. The FTE number of faculty should always be less than or equal to the number of FT + PT faculty.

- o Please complete rows a, b and c if you can.
- o If you can complete rows a and b, but not c, enter these numbers and then hit the "Calculate" button in Surveys-on-Line. FTE figures will be derived as: Number of Full-Time Faculty + 1/3 the Number of Part-Time Faculty.
- o If you can only provide numbers for row c, please do so. Don't hit the "Calculate" button.

	Number
a. Full-Time Faculty (tenured, tenure-track and non-tenure track)	375
b. Regular Part-Time Faculty (exclude Adjuncts (Click for more detail))	86
c. Full-Time Equivalent Faculty	403.7

Reported Last Year	403.7
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	Number of Full-Time Faculty
d. Tenured	143
e. Tenure-track	68
f. Non-tenure track teaching	138
g. Non-tenure track research	8
h. Non-tenure track clinical	22

5. Fall 2012 Staff Size (all employees not reported in IPEDS as faculty)

Report the number of staff on your institution's payroll as of November 1, 2012. If this is not possible, use a reporting date no earlier than September 15 and no later than November 1. Include all full-time and part-time all employees not reported in IPEDS as faculty in your count; also include medical school staff if applicable. Your institutional Research Office is likely to be the best source for this data. The FTE number of staff should always be less than or equal to the FT + PT number.

Definitions

- o Full-Time: As determined by the institution.
- o Part-time: As determined by the institution. Casual employees (hired on an ad-hoc basis or occasional basis to meet short-term needs) and students in the College Work-Study Program (CWS) are not considered part-time staff.
- o FLSA Employees: Employees whose jobs are governed by the Fair Labor Standards Act are either "exempt" or "non-exempt." Nonexempt employees are entitled to overtime pay, exempt employees are not.

Directions

- o Please complete rows a - f if you can, and then hit the "Calculate" button.
- o If you can complete rows a and b, but not c, enter these numbers and then hit the "Calculate" button. FTE figures will be derived as: Number of Full-Time Employees + 1/3 the Number of Part-Time Employees. Follow the same process if you can answer d and e, but not f.
- o If you are unable to use any of the above methods but have the total staff FTE number, enter it in row g. Don't hit the "Calculate" button.

	Number
Exempt Staff	
a. Full-Time Exempt Staff	784
b. Part-Time Exempt Staff	76
c. Full-time Equivalent (FTE) Exempt Staff	809.3
Non-Exempt Staff	
d. Full-Time Non-Exempt Staff	312
e. Part-Time Non-Exempt Staff (excluding casual employees)	13
f. Full-time Equivalent (FTE) Non-Exempt Staff	316.3
g. Total FTE Staff	1,125.6
Reported Last Year	

6. Collective Bargaining

Are some or all of your full-time (FT) faculty or staff represented by a union for purposes of collective bargaining?

a. FT Faculty	<input type="radio"/> Yes <input checked="" type="radio"/> No
b. FT Non-Faculty	<input type="radio"/> Yes <input checked="" type="radio"/> No

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B. General Questions and Pay Rates

Adjuncts are non-tenure track faculty hired to teach specific courses and paid on a course-by-course basis (IPEDS definition).

1. Level of credit courses offered

a. What levels of courses does your institution offer?	<input checked="" type="radio"/> Undergrad and graduate <input type="radio"/> Undergrad only <input type="radio"/> Graduate only	
b. If you have both undergraduate and graduate credit courses, do you pay adjunct faculty more for graduate courses?	<input type="radio"/> Yes <input checked="" type="radio"/> No	c. If Yes: What percentage more?

2. Types of courses offered

a. What types of course formats does your institution offer (however you may define online)?	<input checked="" type="radio"/> Both classroom and online <input type="radio"/> Classroom only <input type="radio"/> Online only
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b. If you have both classroom and online instruction, is there a different pay rate per credit/contact hour for the two types of instruction?	<input type="radio"/> Yes <input checked="" type="radio"/> No
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3. How do you pay adjunct faculty for each course type?

If you select "Other" below, please explain your structure in Q9 of Section D.

	Credit Courses
Pay method	<input checked="" type="radio"/> Per credit hour <input type="radio"/> Per contact hour <input type="radio"/> Other

4. Semester or Quarter System

Is your institution on a semester or quarter system?	<input checked="" type="radio"/> Semester <input type="radio"/> Quarter
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5. Which of the following best describes your institution's rate structure for adjunct faculty?

Your options:

- No rate structure– i.e. no defined/specified rate structure (Go to Q. 6 below)
- Flat pay rate structure (Go to Q. 7 below)
- Rate structure based on experience (Go to Q. 8 below)
- Rate structure based on education (Go to Q. 9 below)
- Rate structure based on assigned rank (Go to Q. 10 below)
- Rate structure based on discipline (save this page and go to Section C. Q. 11)
- Rate structure based on discipline and level of education (save this page and go to Section C. Q. 11)
- Other (If possible, enter pay rate data using best fitting rate structure defined above. Otherwise, go directly to Section D.)

If you select "Other" below, please explain your structure in Q9 of Section D.

	Credit Courses
Rate structure is based on...	No rate structure

6. No Defined/Specified Rate Structure

What is the lowest, average, and highest dollar amount paid per credit or contact hour to adjunct faculty? For the two types of courses, enter dollar amounts for both classroom and online instruction/facilitation. If a course or instruction type is not offered, leave the non-applicable columns blank. Do not enter 0.

	Undergrad Credit Classroom	Undergrad Credit Online
a. Lowest \$ per hour		
b. Average \$ per hour		
c. Highest \$ per hour		

If you reported your rate structure in the table above, you should now save this page and proceed to Section D.

7. Rate Structure: Flat

What is the dollar amount paid per credit or contact hour to adjunct faculty?

Enter classroom and online instruction/facilitation pay rates for credit courses. If a course or instruction type is not offered, leave the non-applicable columns blank. Do not enter 0.

If a rate category has Steps, please enter the mid-point pay rate.

	Undergrad Credit Classroom	Undergrad Credit Online
a. Enter flat pay rate		

If you reported your rate structure in the table above, you should now save this page and proceed to Section D.

8. Rate Structure: Based on Experience

What is the dollar amount paid per credit or contact hour to adjunct faculty?

Enter classroom and online instruction/facilitation pay rates for credit courses. If a course or instruction type is not offered, leave the non-applicable columns blank. Do not enter 0.

If a rate category has Steps, please enter the mid-point pay rate.

	Undergrad Credit Classroom	Undergrad Credit Online
a. Lowest pay rate - adjunct faculty with no prior experience		
b. Highest pay rate - adjunct faculty with maximum amount of experience		

If you reported your rate structure in the table above, you should now save this page and proceed to Section D.

9. Rate Structure: Based on Education

What is the dollar amount paid per credit or contact hour to adjunct faculty?

Enter classroom and online instruction/facilitation pay rates for credit courses. If a course or instruction type is not offered, leave the non-applicable columns blank. Do not enter 0.

If a rate category has Steps, please enter the mid-point pay rate.

	Undergrad Credit Classroom	Undergrad Credit Online
a. PhD/ Terminal Degree		
b. Master's Degree		
c. Bachelor's Degree		

If you reported your rate structure in the table above, you should now save this page and proceed to Section D.

10. Rate Structure: Based on Assigned Rank

What is the dollar amount paid per credit or contact hour to adjunct faculty?

Enter classroom and online instruction/facilitation pay rates for credit courses. If a course or instruction type is not offered, leave the non-applicable columns blank. Do not enter 0.

If a rate category has Steps, please enter the mid-point pay rate.

	Undergrad Credit Classroom	Undergrad Credit Online
a. Professor		
b. Associate Professor		
c. Assistant Professor		
d. Instructor/Lecturer		

If you reported your rate structure in the table above, you should now save this page and proceed to Section D.

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D. Use of Adjunct Faculty

Adjuncts are non-tenure track faculty hired to teach specific courses and paid on a course-by-course basis. (IPEDS definition)

1. Credit course teaching/facilitation, fall semester 2012-13

a. Number (headcount) of adjunct faculty teaching/facilitating credit courses?	241
b. Number of credit courses taught/facilitated (count each section as a separate course)?	754
c. Number of credit hours taught/facilitated?	52,554

2. Cap on number of courses taught/facilitated per semester or quarter by adjunct faculty?

		If Yes, what is the max no. of courses?
a. Is there a per semester/per quarter cap on number of unique Credit courses (not sections) taught/facilitated by an adjunct faculty member?	<input type="radio"/> Yes <input type="radio"/> No	

3. Does your pay rate for Adjunct faculty vary by any of the following?

	Yes	No
a. Academic discipline of the course		
b. Number of students enrolled in the course		
c. Credit versus non-credit status of the course		
d. Number of credit hours (for credit course)		
e. Whether the course includes a lab or practicum component		
f. Academic rank of the instructor		
g. Education credentials of the instructor? (e.g. MS vs. PhD)		
h. Years of experience of instructor		
i. Other (specify in comments)		

4. Comments

	Comments
Comments	