

## Human Resources 2011-12

Institution: Lord Fairfax Community College (232575)

User ID: p2325751

**Overview**

## Human Resources Overview

Welcome to the IPEDS Human Resources (HR) survey component. This survey collects important information about your institution's staff.

## Data Reporting Reminders

You must enter data on each displayed screen. If a screen is not applicable, you must enter at least one zero in a field on the screen.

## Resources:

To download the survey materials for this component: [Survey Materials](#)

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.

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**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.

Yes

No

Does your institution have 15 or more full-time staff?

Yes

No

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

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

No	Yes	Are ALL of the instructional staff military personnel?
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No	Yes	Do ALL of the instructional staff contribute their services (e.g., members of a religious order)?
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No	Yes	Do ALL of the instructional staff teach pre-clinical or clinical medicine?
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You may use the space below to provide context for the data you've reported above.

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**Human Resources Screening Questions**

Did your institution hire any full-time permanent staff who were included on the payroll of the institution between July 1 and October 31, 2011 either for the **first time** or **after a break in service**

AND who were still on the payroll of the institution As of November 1, 2011? (Exclude persons who have returned from sabbatical leave OR full-time staff who are working less-than-9-month contracts/teaching periods and whose primary responsibility is instruction, research, and/or public service.)

If you answer **Yes** to this question and your institution has 15 or more full-time staff, you will be provided the screens to report **full-time permanent new hires** in the **Fall Staff section (long version)**.

Yes

No

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**Part A - Employees by Assigned Position - Full-time staff**Number of full-time staff by faculty status and primary function/occupational activity

As of November 1, 2011

Primary function/ occupational activity (mutually exclusive categories)	Faculty status			Without faculty status	Total
	<u>Tenured</u>	<u>On tenure track</u>	Not on tenure track/ no tenure system		
<u>Primarily instruction</u>					70
<u>Instruction/research/public service</u>					0
Primarily instruction + Instruction/research/public service	0	0	70	0	70
<u>Primarily research</u>					0
<u>Primarily public service</u>					0
Primarily instruction + Instruction/research/public service + Primarily research + Primarily public service	0	0	70	0	70
<u>Executive/administrative/managerial</u>					28
<u>Other professionals (support/service)</u>					29
<u>Technical and paraprofessionals</u>					28
<u>Clerical and secretarial</u>					29
<u>Skilled crafts</u>					0
<u>Service/Maintenance</u>					13
Total full time	0	0	70	127	197
Total from prior year			67	129	196

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**Part B - Employees by Assigned Position - Part-time staff**Number of part-time staff by faculty status and primary function/occupational activity

As of November 1, 2011

Primary function/ occupational activity (mutually exclusive categories)	Faculty status			Without faculty status	Total
	<u>Tenured</u>	<u>On tenure track</u>	Not on tenure track/ no tenure system		
<u>Primarily instruction</u>					396
<u>Instruction/research/public service</u>					0

Primarily instruction + Instruction/research/public service	0	0	396	0	396
<u>Primarily research</u>					0
<u>Primarily public service</u>					0
Primarily instruction + Instruction/research/public service + Primarily research + Primarily public service	0	0	396	0	396
<u>Executive/administrative/managerial</u>					0
<u>Other professionals (support/service)</u>					3
<u>Technical and paraprofessionals</u>					16
<u>Clerical and secretarial</u>					38
<u>Skilled crafts</u>					0
<u>Service/Maintenance</u>					22
Total part time	0	0	⚠ 396	79	475
Total from prior year			289	63	352

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**Part C - Employees by Assigned Position - Total number of staff**

Total number of staff by employment status and primary function/occupational activity

As of November 1, 2011

Primary function/occupational activity	Full-time	Full-time py	Part-time	Part-time py	Total
<u>Primarily instruction</u>	70	67	396	289	466
<u>Instruction/research/public service</u>	0		0		0
Primarily instruction + Instruction/research/public service	70	67	396	289	466
<u>Primarily research</u>	0		0		0
<u>Primarily public service</u>	0		0		0
Primarily instruction + Instruction/research/public service + Primarily research + Primarily public service	70	67	396	289	466
<u>Executive/administrative/managerial</u>	28	26	0		28
<u>Other professionals (support/service)</u>	29	28	3	2	32
<u>Technical and paraprofessionals</u>	28	15	16	10	44
<u>Clerical and secretarial</u>	29	43	38	45	67
<u>Skilled crafts</u>	0		0		0
<u>Service/Maintenance</u>	13	17	22	6	35
Grand total	197	196	475	352	672

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

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

As of November 1, 2011

Gender and academic rank	Less-than-9-month	9/10-month	11/12-month	Total
<b>Men</b>				
Professors				6
Associate professors				13

Assistant professors				7
Instructors				2
Lecturers				0
No academic rank				0
Total men	0	28	0	28
Total men from prior year		29		
<b>Women</b>				
Professors				4
Associate professors				15
Assistant professors				11
Instructors				12
Lecturers				0
No academic rank				0
Total women	0	42	0	42
Total women from prior year		38		
Total (men + women)	0	70	0	70
				70
Total from prior year (Salaries section)		67		67

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### Part E - Salaries - Full-time instructional staff on 9/10-month contracts/teaching periods - Salary outlays

Salaries of full-time instructional staff on 9/10-month contracts/teaching periods by gender and academic rank

As of November 1, 2011

Gender and academic rank	Total from Part D (Headcount screen)	Salary outlays	Average salary	Prior year Average salary
<b>Men</b>				
Professors	6		63,536	60,869
Associate professors	13		62,014	59,726
Assistant professors	7		54,140	51,823
Instructors	2		47,936	47,660
Lecturers				
No academic rank				
Total men	28	1,662,248	59,366	56,480
<b>Women</b>				
Professors	4		60,850	58,670
Associate professors	15		60,464	57,793
Assistant professors	11		52,474	51,672
Instructors	12		47,036	46,351
Lecturers				
No academic rank				
Total women	42	2,292,007	54,572	52,960

Total (men + women)	70	3,954,255	56,489	54,484
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**Part G - Fall Staff - Full-time instruction/research/public service staff - Tenured**

Number of full-time staff with faculty status who are Tenured and whose primary responsibility is instruction, research, and/or public service by academic rank, gender, and race/ethnicity

As of November 1, 2011

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

Gender and race/ethnicity	Professors	Associate professors	Assistant professors	Instructors	Lecturers	No academic rank	Total
<b>Men</b>							
<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
Two or more races							0
<u>Race and ethnicity unknown</u>							0
<b>Total men</b>	0	0	0	0	0	0	0
<b>Women</b>							
<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
Two or more races							0
<u>Race and ethnicity unknown</u>							0
<b>Total women</b>	0	0	0	0	0	0	0
<b>Total (men+women)</b>	0	0	0	0	0	0	0
<b>Total from EAP</b>							0

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**Part G - Fall Staff - Full-time instruction/research/public service staff - On tenure track**

Number of full-time staff with faculty status who are On tenure track and whose primary responsibility is instruction, research, and/or public service by academic rank, gender, and race/ethnicity

As of November 1, 2011

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

Gender and race/ethnicity	Professors	Associate professors	Assistant professors	Instructors	Lecturers	No academic rank	Total
<b>Men</b>							
<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
Two or more races							0
<u>Race and ethnicity unknown</u>							0
<b>Total men</b>	0	0	0	0	0	0	0
<b>Women</b>							
<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
Two or more races							0
<u>Race and ethnicity unknown</u>							0
<b>Total women</b>	0	0	0	0	0	0	0
<b>Total (men+women)</b>	0	0	0	0	0	0	0
<b>Total from EAP</b>							0

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**Part G - Fall Staff - Full-time instruction/research/public service staff - Not on tenure track/no tenure system**

Number of full-time staff with faculty status who are Not on tenure track and whose primary responsibility is instruction, research, and/or public service OR number of full-time staff whose primary responsibility is instruction, research, and/or public service and who work at an institution with No tenure system by academic rank, gender, and race/ethnicity

As of November 1, 2011

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

	Associate	Assistant	No
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Gender and race/ethnicity	Professors	professors	professors	Instructors	Lecturers	academic rank	Total
<b>Men</b>							
<u>Nonresident alien</u>							0
<u>Hispanic/Latino</u>							1
<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>							27
Two or more races							0
<u>Race and ethnicity unknown</u>							0
<b>Total men</b>	<b>6</b>	<b>13</b>	<b>7</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>28</b>
<b>Women</b>							
<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>							42
Two or more races							0
<u>Race and ethnicity unknown</u>							0
<b>Total women</b>	<b>4</b>	<b>15</b>	<b>11</b>	<b>12</b>	<b>0</b>	<b>0</b>	<b>42</b>
<b>Total (men+women)</b>	<b>10</b>	<b>28</b>	<b>18</b>	<b>14</b>	<b>0</b>	<b>0</b>	<b>70</b>
<b>Total from EAP</b>							<b>70</b>

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**Part G - Fall Staff - Full-time instruction/research/public service staff - Without faculty status**

Number of full-time staff Without faculty status whose primary responsibility is instruction, research, and/or public service by gender and race/ethnicity

As of November 1, 2011

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

Gender and race/ethnicity	Total
<b>Men</b>	
<u>Nonresident alien</u>	
<u>Hispanic/Latino</u>	
<u>American Indian or Alaska Native</u>	
<u>Asian</u>	

<u>Black or African American</u>	
<u>Native Hawaiian or Other Pacific Islander</u>	
<u>White</u>	
Two or more races	
<u>Race and ethnicity unknown</u>	
Total men	0
<b>Women</b>	
<u>Nonresident alien</u>	
<u>Hispanic/Latino</u>	
<u>American Indian or Alaska Native</u>	
<u>Asian</u>	
<u>Black or African American</u>	
<u>Native Hawaiian or Other Pacific Islander</u>	
<u>White</u>	
Two or more races	
<u>Race and ethnicity unknown</u>	
Total women	0
Total (men+women)	0
Total from EAP	0

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**Part G - Fall Staff - Full-time instruction/research/public service staff - Totals**

Total number of full-time staff whose primary responsibility is instruction, research, and/or public service by gender and race/ethnicity

As of November 1, 2011

	Total men	Total women	Total (men+women)
<u>Nonresident alien</u>	0	0	0
<u>Hispanic/Latino</u>	1	0	1
<u>American Indian or Alaska Native</u>	0	0	0
<u>Asian</u>	0	0	0
<u>Black or African American</u>	0	0	0
<u>Native Hawaiian or Other Pacific Islander</u>	0	0	0
<u>White</u>	27	42	69
Two or more races	0	0	0
<u>Race and ethnicity unknown</u>	0	0	0
Total	28	42	70

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**Part I - Fall Staff - Full-time staff (excluding instruction/research/public service staff) - Totals**

Total number of full-time staff by primary function/occupational activity, gender, and race/ethnicity  
(excluding instruction/research/public service staff)



As of November 1, 2011

Gender and race/ethnicity	Executive/administrative/managerial	Other professionals (support/service)	Technical and paraprofessionals	Clerical and secretarial	Skilled crafts	Service/Maintenance	Total
<b>Men</b>							
<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>							2
<u>Native Hawaiian or Other Pacific Islander</u>							0
<u>White</u>							40
Two or more races							0
<u>Race and ethnicity unknown</u>							0
<b>Total men</b>	<b>13</b>	<b>10</b>	<b>6</b>	<b>3</b>	<b>0</b>	<b>10</b>	<b>42</b>
<b>Women</b>							
<u>Nonresident alien</u>							0
<u>Hispanic/Latino</u>							2
<u>American Indian or Alaska Native</u>							1
<u>Asian</u>							1
<u>Black or African American</u>							4
<u>Native Hawaiian or Other Pacific Islander</u>							0
<u>White</u>							77
Two or more races							0
<u>Race and ethnicity unknown</u>							0
<b>Total women</b>	<b>15</b>	<b>19</b>	<b>22</b>	<b>26</b>	<b>0</b>	<b>3</b>	<b>85</b>
<b>Total (men+women)</b>	<b>28</b>	<b>29</b>	<b>28</b>	<b>29</b>	<b>0</b>	<b>13</b>	<b>127</b>
<b>Total from EAP</b>	<b>28</b>	<b>29</b>	<b>28</b>	<b>29</b>	<b>0</b>	<b>13</b>	<b>127</b>

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**Part J - Fall Staff - Part-time professional staff**Number of part-time staff by primary function/occupational activity, gender, and race/ethnicity

As of November 1, 2011

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

Gender and race/ethnicity	<u>Staff whose primary responsibility is instruction, research, and/or public service</u>	<u>Executive/administrative/managerial</u>	<u>Other professionals (support/service)</u>
<b>Men</b>			
<u>Nonresident alien</u>			
<u>Hispanic/Latino</u>			
<u>American Indian or Alaska Native</u>			
<u>Asian</u>			
<u>Black or African American</u>			
<u>Native Hawaiian or Other Pacific Islander</u>			
<u>White</u>			
Two or more races			
<u>Race and ethnicity unknown</u>			
<b>Total men</b>	<b>175</b>	<b>0</b>	<b>1</b>
<b>Women</b>			
<u>Nonresident alien</u>			
<u>Hispanic/Latino</u>			
<u>American Indian or Alaska Native</u>			
<u>Asian</u>			
<u>Black or African American</u>			
<u>Native Hawaiian or Other Pacific Islander</u>			
<u>White</u>			
Two or more races			
<u>Race and ethnicity unknown</u>			
<b>Total women</b>	<b>221</b>	<b>0</b>	<b>2</b>
<b>Total (men+women)</b>	<b>396</b>	<b>0</b>	<b>3</b>
<b>Total from EAP</b>	<b>396</b>	<b>0</b>	<b>3</b>

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**Part J - Fall Staff - Part-time non-professional staff**

Number of part-time staff by primary function/occupational activity, gender, and race/ethnicity

As of November 1, 2011

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

Gender and race/ethnicity	<u>Technical and paraprofessionals</u>	<u>Clerical and secretarial</u>	<u>Skilled crafts</u>	<u>Service/Maintenance</u>
<b>Men</b>				
<u>Nonresident alien</u>				
<u>Hispanic/Latino</u>				
<u>American Indian or Alaska Native</u>				
<u>Asian</u>				
<u>Black or African American</u>				

<u>Native Hawaiian or Other Pacific Islander</u>				
<u>White</u>				
Two or more races				
<u>Race and ethnicity unknown</u>				
Total men	3	7	0	14
<b>Women</b>				
<u>Nonresident alien</u>				
<u>Hispanic/Latino</u>				
<u>American Indian or Alaska Native</u>				
<u>Asian</u>				
<u>Black or African American</u>				
<u>Native Hawaiian or Other Pacific Islander</u>				
<u>White</u>				
Two or more races				
<u>Race and ethnicity unknown</u>				
Total women	13	31	0	8
Total (men+women)	16	38	0	22
Total from EAP	16	38	0	22

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**Part K - Fall Staff - Total number of staff**

Total number of staff by employment status, gender, and race/ethnicity

As of November 1, 2011

Gender and race/ethnicity	Full-time men	Full-time women	Part-time men	Part-time women	Total men	Total women
<u>Nonresident alien</u>	0	0	0	0	0	0
<u>Hispanic/Latino</u>	1	2	3	3	4	5
<u>American Indian or Alaska Native</u>	0	1	1	2	1	3
<u>Asian</u>	0	1	1	4	1	5
<u>Black or African American</u>	2	4	8	9	10	13
<u>Native Hawaiian or Other Pacific Islander</u>	0	0	0	0	0	0
<u>White</u>	67	119	176	234	243	353
Two or more races	0	0	0	1	0	1
<u>Race and ethnicity unknown</u>	0	0	11	22	11	22
Grand total	70	127	200	275	270	402

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**Part L - Fall Staff - New hires - Full-time instruction/research/public service staff - Faculty status**

Number of full-time permanent new hires whose primary responsibility is instruction, research, and/or public service by faculty status, gender, and race/ethnicity

(Hired full time between July 1 and October 31, 2011 and

still on payroll of the institution as of November 1, 2011)

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

Gender and race/ethnicity	Faculty status			Without faculty status	Total
	Tenured	On tenure track	Not on tenure track/ no tenure system		
<b>Men</b>					
<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
Two or more races					0
<u>Race and ethnicity unknown</u>					0
<b>Total men</b>	0	0	0	0	0
<b>Women</b>					
<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>					2
Two or more races					0
<u>Race and ethnicity unknown</u>					0
<b>Total women</b>	0	0	2	0	2
<b>Total (men+women)</b>	0	0	2	0	2

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**Part L - Fall Staff - New hires - Full-time staff by position**

Number of full-time permanent new hires by primary function/occupational activity, gender, and race/ethnicity

(Hired full time between July 1 and October 31, 2011 and still on payroll of the institution as of November 1, 2011)< b>

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

Gender and race/ethnicity	<u>Executive/ administrative/ managerial</u>	<u>Other professionals (support/service)</u>	<u>Technical and paraprofessionals</u>	<u>Clerical and secretarial</u>	<u>Skilled crafts</u>	<u>Service/ Maintenance</u>	Total
<b>Men</b>							
<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>								5
Two or more races								0
<u>Race and ethnicity unknown</u>								0
<b>Total men</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>1</b>		<b>5</b>
<b>Women</b>								
<u>Nonresident alien</u>								0
<u>Hispanic/Latino</u>								1
<u>American Indian or Alaska Native</u>								1
<u>Asian</u>								0
<u>Black or African American</u>								1
<u>Native Hawaiian or Other Pacific Islander</u>								0
<u>White</u>								6
Two or more races								0
<u>Race and ethnicity unknown</u>								0
<b>Total women</b>	<b>1</b>	<b>6</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>		<b>9</b>
<b>Total (men+women)</b>	<b>1</b>	<b>7</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>1</b>		<b>14</b>

Institution: Lord Fairfax Community College (232575)

User ID: p2325751

**Part L - Fall Staff - New hires - Totals**

Total number of full-time permanent new hires by gender and race/ethnicity

(Hired full time between July 1 and October 31, 2011 and still on payroll of the institution as of November 1, 2011)< b>

	Total men	Total women	Total (men+women)
<u>Nonresident alien</u>	0	0	0
<u>Hispanic/Latino</u>	0	1	1
<u>American Indian or Alaska Native</u>	0	1	1
<u>Asian</u>	0	0	0
<u>Black or African American</u>	0	1	1
<u>Native Hawaiian or Other Pacific Islander</u>	0	0	0
<u>White</u>	5	8	13
Two or more races	0	0	0
<u>Race and ethnicity unknown</u>	0	0	0

Grand total	5	11	16
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**Human Resources Survey Evaluation**

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

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**Summary****Human Resources Component Summary****(Applicable to Degree-granting institutions and Related Administrative Offices)**

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 ExPT and sent to your institution's CEO in November 2012.

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](mailto:ipedshelp@rti.org).

**Number of staff by employment status and primary function/occupational activity:  
Fall 2011**

Primary function/occupational activity	Reported values		FTE staff
	Number of full-time staff	Number of part-time staff	
<b>Total number of staff</b>	197	475	355
<b>Professional staff</b>	127	399	260
Staff whose primary responsibility is instruction, research, and/or public service	70	396	202
Primary instruction	70	396	202
Instruction/research/public service	0	0	0
Primarily research	0	0	0
Primarily public service	0	0	0
Executive/administrative/managerial	28	0	28

Other professionals (support/service)	29	3	30
<b>Non-professional staff</b>	70	76	95
Technical and paraprofessional	28	16	33
Clerical/secretarial	29	38	42
Skilled crafts	0	0	0
Service/Maintenance	13	22	20

NOTE: Full-time-equivalent (FTE) staff is calculated by summing the total number of full-time staff from the Employees by Assigned Position (EAP) section of the IPEDS HR component and adding one-third of the total number of part-time staff from the EAP section. Graduate assistants are not included in the above figures. Many of the FTE figures are included in the DFR.

### Salaries of full-time instructional staff by contract length and academic rank: Academic year 2011-12

Academic rank	Reported values				Equated 9-month	
	Full-time instructional staff on 9/10-month contracts		Full-time instructional staff on 11/12-month contracts		Number of staff	Average salaries
	Number of staff	Salary outlays	Number of staff	Salary outlays		
<b>All Ranks</b>	70	\$3,954,255			70	\$56,489
Professor	10	\$624,617			10	\$62,462
Associate professor	28	\$1,713,137			28	\$61,183
Assistant professor	18	\$956,193			18	\$53,122
Instructor	14	\$660,308			14	\$47,165
Lecturer						
No academic rank						

NOTE: The above data are based on the Salaries section of the IPEDS HR component. The number of equated 9-month full-time instructional staff is the sum of staff on 9/10-month and 11/12-month contracts. The equated 9-month average salaries of full-time instructional staff (by rank) are calculated by multiplying the salary outlays (by rank) for staff on 11/12-month contracts by 0.8182 then adding the salary outlays (by rank) for staff on 9/10-month contracts. The resulting sum is then divided by the number of equated 9-month full-time instructional staff (by rank) to determine an average salary for each rank. Salaries of full-time instructional staff on less-than-9-month contracts are not collected. Also, salaries of medical school staff are not collected. The equated 9-month average salaries are included in the DFR.

Institution: Lord Fairfax Community College (232575)

User ID: p2325751

**Edit Report**

## Human Resources

Institution: Lord Fairfax Community College (232575)

Source	Description	Severity	Resolved	Options
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**Global Edits**

Perform Edits	The total number of employees in EAP for part-time primarily instruction entered, 396, has an expected range of between 203 and 375. Please explain this difference. (Error #1504)	Explanation	Yes	Back to survey data
Reason:	A new HRMS system was implemented this year and the queries changed. This resulted in listing more part-time faculty that are involved in clinical teaching sites for nursing, dental hygiene, and EMT. Additional part-time faculty in workforce			

development were not captured with previous queries, but are now included. The result is an increase in the number of part-time instructional staff.

Related Screens: [Totals](#)

The total number of employees in EAP for full-time clerical and secretarial entered, 29, has an expected range of between 31 and 55. Please explain this difference. (Error #1521)

Explanation Yes Back to survey data

Reason: A review of EEO categories was done this year and the assignment was tailored for three levels of titles that were previously clerical. Some of these continue to be clerical, but others are more correctly coded as paraprofessional and professional.

Related Screens: [Totals](#)

The total number of employees in EAP for part-time grand total entered, 475, has an expected range of between 247 and 457. Please explain this difference. (Error #1528)

Explanation Yes Back to survey data

Reason: A new HRMS system was implemented this year and the queries changed. This resulted in listing more part-time faculty that are involved in clinical teaching sites for nursing, dental hygiene, and EMT. Additional part-time faculty in workforce development were not captured with previous queries, but are now included. This also resulted in listing more part-time staff paid for tutoring and other work. The overall result is an increase in the number of part-time employees.

Related Screens: [Totals](#)

The total number of employees in EAP for part-time primarily instruction + instruction/research/public service entered, 396, has an expected range of between 203 and 375. Please explain this difference. (Error #1508)

Explanation Yes Back to survey data

Reason: A new HRMS system was implemented this year and the queries changed. This resulted in listing more part-time faculty that are involved in clinical teaching sites for nursing, dental hygiene, and EMT. Additional part-time faculty in workforce development were not captured with previous queries, but are now included. The result is an increase in the number of part-time instructional staff.

Related Screens: [Totals](#)

The total number of employees in EAP for part-time primarily instruction + instruction/research/public service + primarily research + primarily public service entered, 396, has an expected range of between 203 and 375. Please explain this difference. (Error #1514)

Explanation Yes Back to survey data

Reason: A new HRMS system was implemented this year and the queries changed. This resulted in listing more part-time faculty that are involved in clinical teaching sites for nursing, dental hygiene, and EMT. Additional part-time faculty in workforce development were not captured with previous queries, but are now included. The result is an increase in the number of part-time instructional staff.

Related Screens: [Totals](#)

**Screen: Part Time**

The number entered, 396, has an expected range of between 188 and 390. Please explain this difference. (Error #1301)

Explanation Yes Back to survey data

Reason: A new HRMS system was implemented this year and the queries changed. This resulted in listing more part-time faculty that are involved in clinical teaching sites for nursing, dental hygiene, and EMT. Additional part-time faculty in workforce development were not captured with previous queries, but are now included. The



result is an increase in the number of part-time instructional staff.