

Faculty Data Collection and Reporting Changes

Read this section before you compare this information with previous Fact Book data

Beginning Fall 2001, data reporting for Cal Poly faculty underwent significant changes. In the conversion from HRS to the PeopleSoft human resources system, Institutional Planning and Analysis (IP&A) worked closely with Academic Personnel to redesign and redefine the collection and reporting of faculty data. The change in systems provided several challenges, but also opportunities.

Data Collection Challenges

The data extracts list each faculty assignment as a separate record. Accordingly, faculty members with multiple assignments can contribute to slightly overstated faculty counts. This is true of the new human resources system extracts, as well as those from the previous system. Problems were also encountered with the use of summer faculty and librarian job codes that lead to a possible incorrect tenure status assignment in the summer.

Both of these situations have been remedied with a new data warehouse structure and through the clarification of definitions and job code assignment methods. The 2003-04 Cal Poly Fact Book consistently follows these refined definitions for both current and historical faculty counts.

Improvements in the System – A New Employee Category

New procedures give IP&A the ability to better identify each category of employees: faculty, staff, and administrators. By basing the category on an individual's primary job assignment, it is possible to separate employees into groups that best correspond to their major work function.

Additionally, a new category, "others," includes individuals who teach but are not in Bargaining Unit 3 and whose primary assignment is something other than "instructional faculty." This category includes administrators teaching classes, volunteers, counselors, teaching associates, graduate assistants, special faculty, and exchange faculty.

Campus and CSU System Differences

While personnel have clarified the reporting of faculty numbers and characteristics on campus, an incongruity still exists between faculty headcounts provided by IP&A and those published by the Chancellor's Office (CO). This is due primarily to the use of different data sources, timing of data collection, and faculty assignment status.

IP&A uses the Academic Planning Database as archived quarterly at the census date and reported to the CO. Instructors are included if they have an instructional assignment (Instructional Faculty Fraction or IFF) for the quarter. In contrast, the Chancellor's Office utilizes the PIMS (state payroll) database. This count is based on instructors' faculty job codes and current pay assignments.

Here are just two examples for differences to exist between IP&A and the CO's faculty counts. Faculty on paid leave or sabbatical would be part of the CO's count because they are paid, but would *not* be part of the IP&A count because they do not have a current instructional assignment. Second, someone without a faculty job code but *with* a current instructional assignment would be part of the IP&A count, but not the CO's (see the definition of "others," above).

Both methods are accurate depending on the purpose of the data collection. IP&A's method reports actual campus instruction as related to course assignments and provides consistent trend analysis from year to year.

Cal Poly Personnel – Data Collection Guidelines

The source of data for the California State employees reported in the Faculty and Staff Profile section is an Institutional Planning and Analysis archived Faculty and Staff Table extracted from the Cal Poly PeopleSoft database. The numbers reported by Institutional Planning and Analysis are for State of California employees only. Foundation and ASI employees are tracked by those entities using their own separate databases and selection criteria.

- For the purposes of the archived faculty and staff tables, employees are counted on a particular day. This day is typically in late Fall to coincide with CSU reporting requirements. By this date, all valid faculty assignments for that quarter have normally been completed by the Academic Personnel Office. While this procedure provides consistent data for reporting purposes, it is important to remember that the file is dynamic, and other extracts taken on subsequent dates may show revised data. In addition, newly hired staff and management personnel may not yet have a PeopleSoft assignment. Therefore, they may be counted in the total staff or management headcount, but are temporarily classified as “unallocated” rather than assigned to a particular division or college.
- The Institutional Planning and Analysis faculty and staff data reports numbers of individuals in a particular category, not individual names. Classification codes on the PeopleSoft system are used to determine whether someone is reported as faculty, staff or management. Faculty data are typically presented both by headcount and by FTEF (full-time equivalent faculty). Staff and management personnel data are presented only as headcount. Student Assistants are not included in this headcount.
- Positions that are authorized, but not filled at the time the data are extracted, are not counted. For Fact Book and IP&A reporting purposes, people are counted, not positions.
- Faculty on sabbatical or leave and staff or management on leave at the time the data are extracted are not counted.

Note: For the three major employee categories, faculty, staff and management, specific selection criteria are used. For an explanation of those specific criteria, contact Institutional Planning and Analysis.

Cal Poly Faculty Profile

Cal Poly is primarily an undergraduate teaching institution. In addition to teaching, faculty members serve as student advisors, engage in scholarly endeavors including applied and basic research, and perform public service.

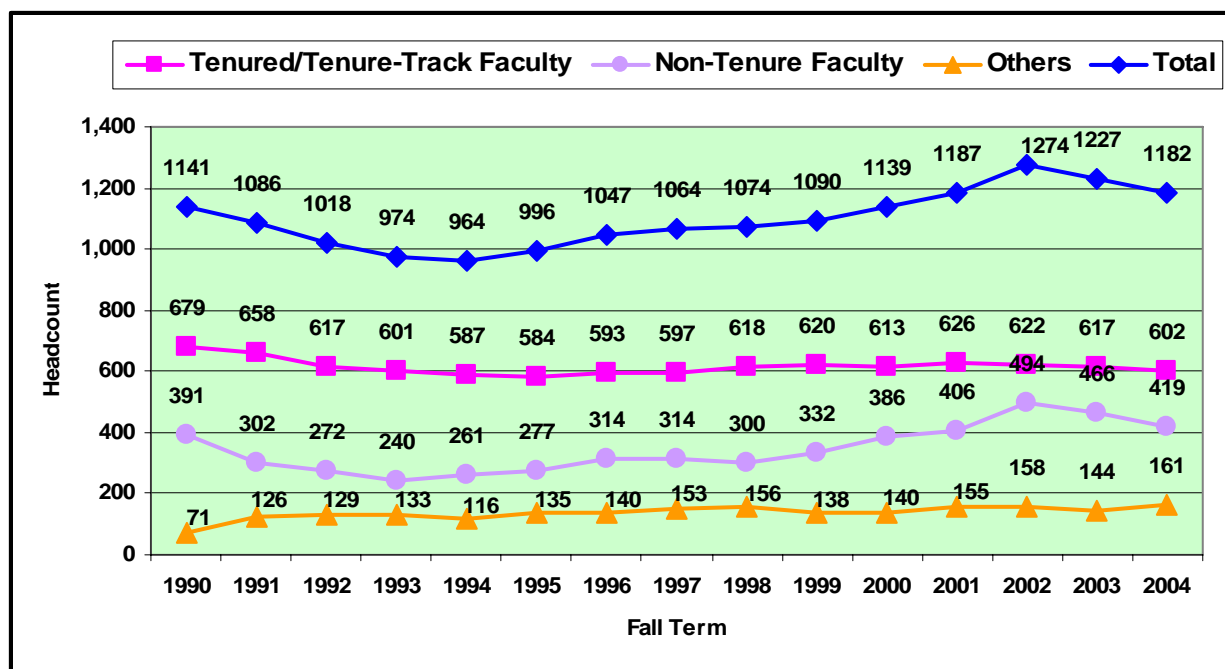
The following information provides a fourteen year perspective (1990-91 to 2004-05). Changes reflect Cal Poly's variations in student enrollment, program changes within departments, and changes in state financial support.

Tenure Track and Non-Tenure Track Faculty Headcount

For Fall 2004, total faculty headcount was 1,182. Over the last thirteen fall quarters the number of faculty members has varied from 1,141 in 1990, dropping to 964 in 1994, then increasing in the late 1990's as student enrollment increased.

The number of tenured/tenure-track faculty members has increased by about 5 since 1997, while the non-tenure track faculty has increased from 314 to 419 over the same period. The group classified as "others," which includes volunteer faculty, exchange faculty, special faculty, counselors, teaching associates, graduate assistants and administrators teaching classes, has seen little variation over the past five years.

Faculty Headcount — Fall 1990 to 2004



Source: Polydata. Query: Facchar. Source table: Faculty Hist.

Notes: Tenure and non-tenure faculty were slightly overstated between 1990 and 2000 in previous Fact Books. The status was based on the faculty job code in the HRS system, sometimes resulting in people being double counted. Beginning with 2001, tenure and non-tenure faculty are based on the faculty job code, tenure status, and bargaining unit in the PeopleSoft system. Historical counts have been revised to reflect the new criteria. With the new definitions in place, we now have the capability to identify "others" as a separate category from non-tenure track faculty. "Others" are defined as non-tenure track eligible and non-Bargaining Unit 3 faculty (including Administrators teaching classes, Volunteers, Counselors, Teaching Associates, Graduate Assistants, Special Faculty, and Exchange Faculty).

Faculty by Full-time and Part-time Designation

	1996	1998	2000	2001	2002	2003	2004
Percentage Full-Time	61.6	60.5	56.3	63.9	62.1	62.6	61.4
Percentage Part-Time	38.4	39.5	43.7	36.1	37.9	37.4	38.6

Faculty by Highest Degree

	1996		2003		2004	
	Tenured/ Tenure Track	Non-Tenure Eligible/ Others	Tenured/ Tenure Track	Non-Tenure Eligible/ Others	Tenured/ Tenure Track	Non-Tenure Eligible/ Others
Percentage Doctorate	81%	19%	82%	20%	85%	22%
Percentage Masters	19%	42%	17%	43%	14%	39%
Percentage Bachelors	0%	33%	<1%	28%	<1%	31%
Percentage First Professional/Other	< 1%	6%	<1%	9%	<1%	8%

Note: Degree data is self-reported and may not reflect most current degree status.

College Year FTEF Taught — 1997-98 through 2003-04

One full-time equivalent faculty (FTEF) corresponds to a 100% time base allocated to instruction only (teaching) whether by a full-time or part-time faculty member.

	Academic Year					
	98-99	99-00	00-01	01-02	02-03	03-04
College of Agriculture	123.13	126.57	121.19	120.69	128.34	130.29
College of Architecture & Environmental Design	79.04	78.87	77.82	86.96	90.44	90.82
College of Business	71.32	75.77	79.44	77.81	79.32	79.86
College of Engineering	134.51	136.75	135.96	133.86	149.06	160.33
College of Liberal Arts	205.87	209.57	219.45	226.64	233.71	226.72
College of Science & Math	172.46	172.32	17.26	189.04	196.24	180.59
College of Education	21.39	22.13	25.84	22.14	24.60	23.76
All College	27.81	33.29	38.50	59.85	62.34	65.71
University Total	835.53	854.27	872.46	916.98	964.05	958.08

Source: ODIN. Query: FTEF_CY. Source table: Fachist.

Note: The "All College" category includes UCTE, Athletics, and All College.

Tenured and Tenure-Track Faculty by Gender

Women comprised 16% of the tenured/tenure-track faculty in 1996. In 2004, the percentage had increased to 24% women. The percentage of eligible faculty with tenure has decreased from 87% in 1996

	Fall 1996			Fall 2003			Fall 2004		
	Male	Female	Total	Male	Female	Total	Male	Female	Total
Total Tenured/ Tenure-Eligible Faculty	498	95	593	464	153	617	457	145	602
Number Tenured	448	66	514	342	90	432	329	81	410
Percent Tenured (of those Eligible)	90%	69%	87%	74%	59%	70%	72%	56%	68%

to 68% in 2004.

Source: Polydata. Query: Facchar. Source table: Faculty Hist.

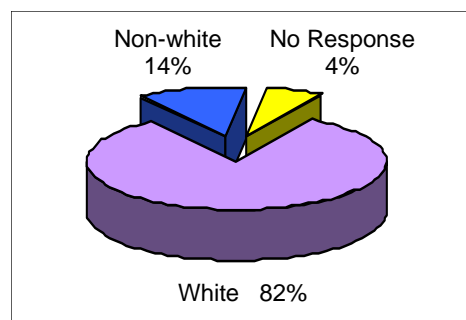
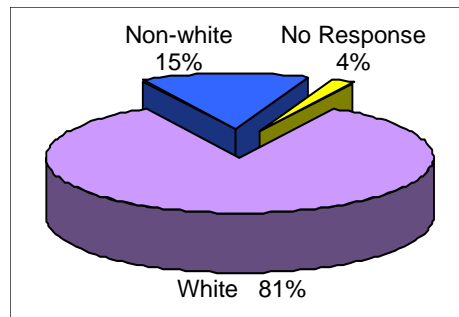
Faculty Ethnic Origin — Fall 2004

In comparing tenured/tenure-track faculty (headcount) from 1996 to 2004, the percent of non-white faculty has decreased from 17% to 15% (with about 4% not responding). Percentages for the total faculty follow a similar pattern with about 16% of the total faculty identifying themselves as non-white in 1996 (2% not responding), decreasing to 14% in 2004 (with about 4% not responding).

Ethnic Origin of Tenure-Track Faculty — 2004

In comparing the ethnic origin of tenure-track faculty from Fall 1996 to Fall 2004, the percentage of non-white faculty members decreased from 17% to 15%.

Note: The 4% no-response rate in 2004 could affect the white/non-white ratio.



Ethnic Origin of Non-Tenure Track Faculty and Others — 2004

In comparing the ethnic origin of non-tenure track faculty and others from Fall 1996 to Fall 2004, non-white faculty remained the same, at about 14%. Non-tenure track faculty not reporting Ethnic Origin was down slightly from 1996 (about 6%) to 4% in 2004.

Source: Polydata. Query: Facchar. Source table: Faculty Hist.

Notes: Faculty must have a valid HRS assignment for the quarter; faculty on leave or sabbatical on the date the data are extracted are not counted; faculty are counted based on primary assignment. "Others" are non-tenure track eligible and non-bargaining Unit 3 faculty (includes Administrators teaching classes, Volunteers, Counselors, Teaching Associates, Graduate Assistants, Special Faculty, and Exchange Faculty).

Faculty Percentage by Age — Fall 2004

	Headcount	Up to 35 years	36-45 years	46-55 years	56-65 years	66+ years	Unknown
Tenured	410	0.5%	15.1%	30.7%	46.8%	6.8%	0.0%
Tenure Track	192	37.0%	40.1%	16.7%	6.3%	0.0%	0.0%
Non-Tenure Track	419	18.1%	26.3%	27.7%	22.4%	5.5%	0.0%
Others	161	64.0%	9.3%	12.4%	9.9%	0.6%	3.7%
Total	1,182	21.3%	22.3%	24.9%	26.6%	4.4%	0.5%

Source: Polydata. Query: Facchar. Source table: Faculty Hist.

Notes: Count reflects total faculty reporting "date of birth." Totals may not equal 100.0% due to rounding.

Faculty by Rank

	Fall 2001		Fall 2002		Fall 2003		Fall 2004	
	Headcount	Percentage	Headcount	Percentage	Headcount	Percentage	Headcount	Percentage
Full Professor	403	34.0%	389	30.5%	357	29.1%	326	27.6%
Associate Professor	84	7.1%	86	6.8%	97	7.9%	114	9.6%
Assistant Professor	124	10.4%	131	10.3%	148	12.1%	146	12.4%
Non-Tenured Track	406	34.2%	494	38.8%	466	38.0%	419	35.4%
Other	170	14.3%	174	13.7%	159	13.0%	177	15.0%
Total	1187	100.0%	1274	100.0%	1227	100.0%	1182	100.0%

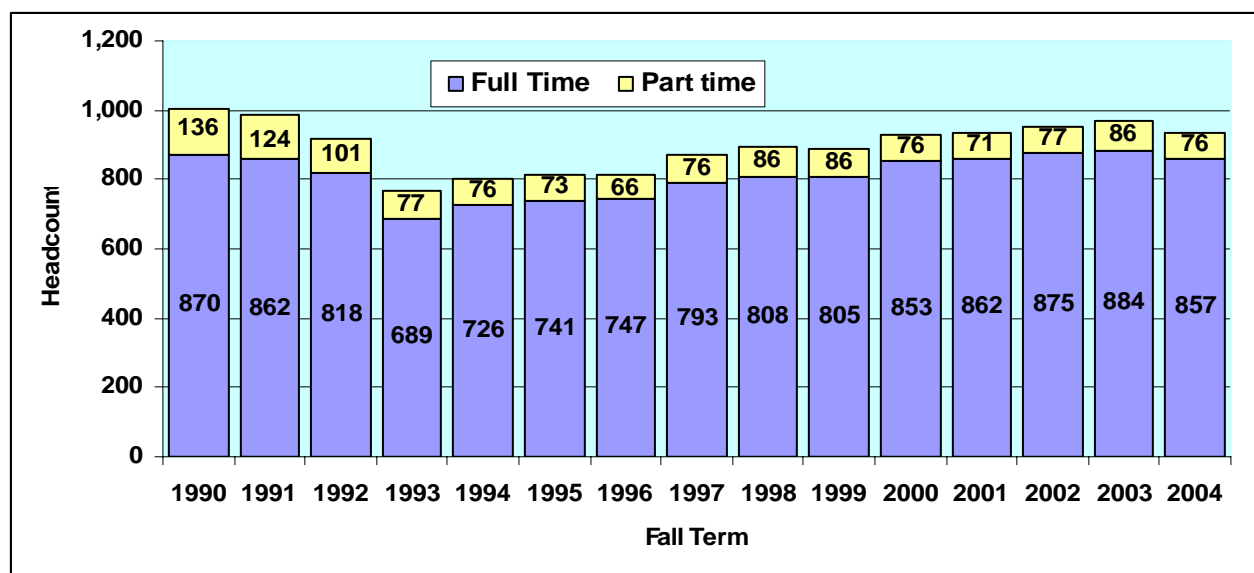
Source: Polydata. Query: Facchar. Source table: Faculty Hist.

Cal Poly Staff Profile

Cal Poly staff members share with faculty and administrators the responsibility for offering students the highest quality education. Staff members assist students with questions in areas ranging from academic records, financial aid, and departmental procedures to residence hall living. Staff members are also responsible for maintaining the quality and appearance of the campus physical plant and the safety of the campus community.

Between 1990 and 1993, Cal Poly saw a 24% reduction in the number of full and part-time staff. The overall trend since 1993 for staff headcount has been a slow and steady increase. The 2004 staff headcount of 933 reflects the enrollment and budget reductions for the year.

Staff Headcount — Fall 1990 to 2004



*Beginning in 1997, hourly staff were included in the headcount making long-term trend analysis difficult. The ratio of full- and part-time staff has changed, however, with 86% of the staff full-time in 1990 and 93% full-time in 2004.

Staff Diversity — Gender and Ethnic Origin

Women comprised 61% of the staff in 1990, and 39% of the staff members were men. There was little change in these percentages in Fall 2004 with women representing 58% of the staff.

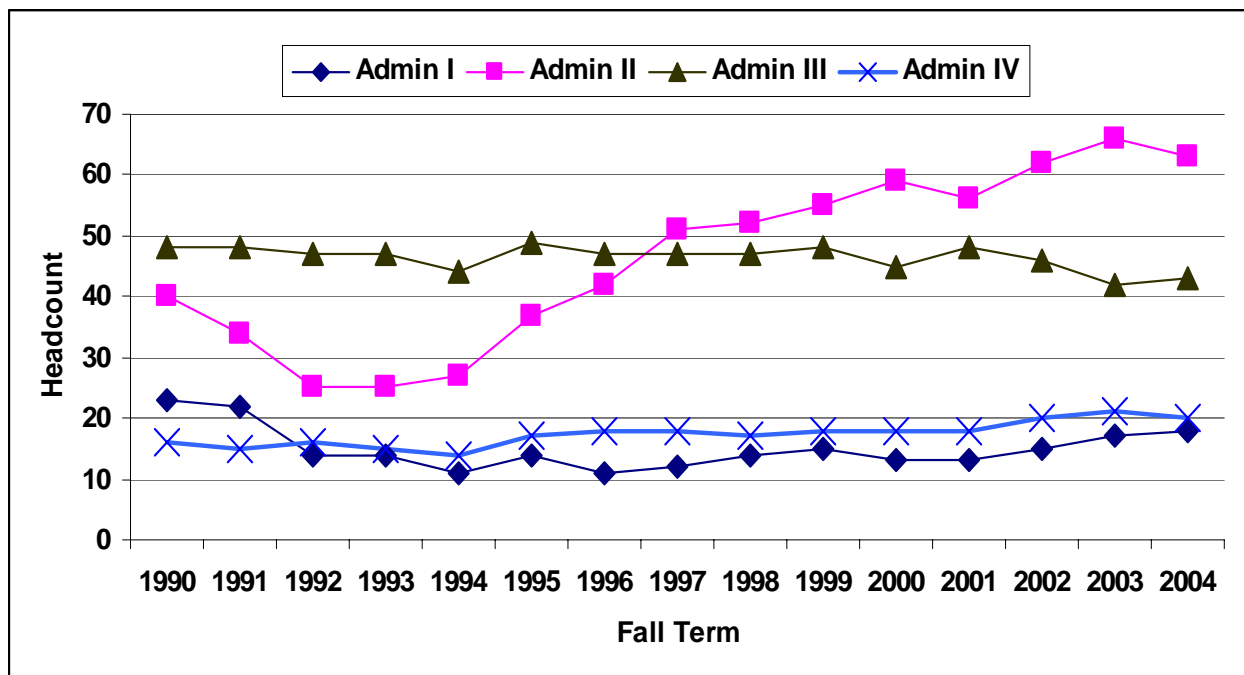
In 1990, the breakdown of total staff by ethnic origin was 79% white and 21% non-white. In 2004, those percentages were 72% white and 27% non-white (1% not responding).

Source: Polydata. Query: Staffchar. Source table: Staff Hist.

Notes: Staff must have a valid HRS assignment for the quarter; staff on leave are not counted; staff are counted based on the primary assignment. Volunteer and hourly staff are not included.

Cal Poly Management Profile

The graph below presents employment of management personnel from 1990 to 2004, in positions funded by the general fund, designated by classification type. Administrative personnel at Cal Poly perform a wide scope of functions as supervisors, managers, and assistant/associate directors (Administrators I and II); and as directors, deans, associate deans, vice presidents, and associate vice presidents (Administrators III and IV). The number of management personnel has increased slightly since 1990 (127), with the number reaching its lowest point (97) in 1994. In 2004, management personnel numbered 144.



Management Diversity — Gender and Ethnic Origin

In 1990, 26% of the administrative positions were filled by women. In 2004, that number had increased to 40% (47% women at the Administrator I and II level and 32% women at the Administrator III and IV level).

Ethnicity	Fall 1990		Fall 2002		Fall 2003		Fall 2004	
	Headcount	Percent	Headcount	Percent	Headcount	Percent	Headcount	Percent
White	104	82%	120	83%	124	85%	119	83%
Non-white	23	18%	24	17%	22	15%	25	17%
Total	127	100%	144	100%	146	100%	144	100%

Source: Polydata. Query: Mppchar. Source table: Staff Hist.

Notes: Management employees must have a valid HRS assignment for the quarter; management employees on leave are not counted; management employees are counted based on their primary assignment.

Foundation Personnel

<http://www.cpfoundation.org>

The Foundation is a public benefit, not-for-profit corporation. Foundation employees are classified as full-time, part-time regular, or temporary staff.

- Regular staff are normally in Board-approved positions funded through Foundation operations (i.e., the bookstore and campus dining).
- Temporary staff are funded by external sources such as contracts and grants for a specific period of time — normally three years or less, renewable contingent on funding from a sponsor or sponsors. Although the funding is from an external source, the personnel are still employees of the Foundation. Subsequent funding may or may not be from the same source as the original funding and may include funds from one or several contracts, grants, or special projects.
- These two groups numbered 220 employees as of January 23, 2004.

The Foundation also employs non-benefited, intermittent personnel. These employees can work a maximum of 1,000 hours per fiscal year on an as-needed basis.

- These employees can be funded by either the Foundation directly or from external sources.
- This classification includes university staff engaged in research or other projects for additional compensation (student assistants, including undergraduate and graduate research assistants, are not included). This compensation is normally funded by contract, grants or other external sources. University faculty and staff are limited to a 125 percent timebase between the University and the Foundation.
- Non-benefited, intermittent employees number approximately 225 each payroll period.

Approximately 1,000 students are employed by the Foundation during each payroll period.

Source: Foundation Human Resources Office, updated 12/15/04.

ASI Personnel

<http://www.asi.calpoly.edu>

Associated Students, Incorporated (ASI) is a non-profit private corporation. ASI employees are classified as regular full-time, part-time regular, or temporary staff. ASI also employs non-benefited intermittent personnel.

- Staff costs are funded by a combination of student and user fees .
- ASI employs 69 regular benefited staff, 15 intermittent and temporary non-benefited staff, and 354 student staff.
- Job classifications and salary ranges, where possible, are comparable to state practices.
- Regular staff positions are approved by the ASI Board of Directors.

Source: ASI Human Resources, updated 12/20/04.

Note: Foundation and ASI employees are tracked by those respective entities using their own databases and selection criteria.