

Institution: University of Puerto Rico-Medical Sciences (243203)
User ID: P2432033

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 2018 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.
- 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**.

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, 2017 and October 31, 2018** either for the **first time** (new to the institution) or **after a break in service**? Do not exclude persons who were no longer on the payroll as of November 1, 2018. (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)?

No

Yes

Do ALL of the instructional staff teach pre-clinical or clinical medicine?

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, 2018

- 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
- Include both medical school and non-medical school staff

Men

Gender and race/ethnicity	Academic Rank					No academic rank	Total
	Professors	Associate professors	Assistant professors	Instructors	Lecturers		
Nonresident alien							0
Hispanic/Latino	0						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
Total from prior year							

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, 2018

- 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
- Include both medical school and non-medical school staff

Men

Race/ethnicity	Academic Rank					No academic rank	Total
	Professors	Associate professors	Assistant professors	Instructors	Lecturers		
Nonresident alien							0
Hispanic/Latino	7	16	32	2		7	64
American Indian or Alaska Native							0
Asian						1	1
Black or African American							0
Native Hawaiian or Other Pacific Islander							0
White	1						1
Two or more races							0
Race and ethnicity unknown			1	1			2
Total men	8	16	33	3	0	8	68

Women

Race/ethnicity	Academic Rank					No academic rank	Total
	Professors	Associate professors	Assistant professors	Instructors	Lecturers		
Nonresident alien							0
Hispanic/Latino	9	22	43	9		51	134
American Indian or Alaska Native							0
Asian							0
Black or African American							0
Native Hawaiian or Other Pacific Islander		1					1
White						8	8
Two or more races							0
Race and ethnicity unknown	1	1	2			2	6
Total women	10	24	45	9	0	61	149
Total (men+women)	18	40	78	12	0	69	217
Total from prior year							186

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

Number of <u>Full-time Instructional Staff</u> With <u>Faculty Status</u> <u>Not on Tenure Track - Less-than-annual Contract</u>							
As of November 1, 2018							
<ul style="list-style-type: none"> •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 •Include both medical school and non-medical school staff 							
Men							
Race/ethnicity	Academic Rank					No academic rank	Total
	Professors	Associate professors	Assistant professors	Instructors	Lecturers		
Nonresident alien							0
Hispanic/Latino	0						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							
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
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, 2018

- 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
- Include both medical school and non-medical school staff

Men

Gender and race/ethnicity	Academic Rank					No academic rank	Total
	Professors	Associate professors	Assistant professors	Instructors	Lecturers		
Nonresident alien							0
Hispanic/Latino	0						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
Total from prior year							

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

Number of Full-time Instructional Staff

Without Faculty Status

As of November 1, 2018

- 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
- Include both medical school and non-medical school staff

Men	
Race/ethnicity	Without Faculty Status
Nonresident alien	
Hispanic/Latino	0
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)	0
Total from prior year	

Part A2 - Full-time Instructional Staff by Function

Number of Full-time Instructional Staff

As of November 1, 2018

•Report Primarily Instruction and Instruction combined with Research and/or Public Service separately, as indicated below

•Report Non-medical school and Medical school staff separately, as indicated below

	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)		
Non-medical school staff	230	54	0	99	0	0	0	383
Non-medical school staff from prior year	231	54		80				365
Primarily Instruction	0	0	0	0	0	0	0	0
Exclusively credit								0
Exclusively not-for-credit								0
Combined credit/not-for-credit								0
Instruction/research/public service staff	230	54		99				383
Medical school staff	157	27	0	118	0	0	0	302
Medical school staff from prior year	152	26		106				284
Primarily Instruction	0	0	0	0	0	0	0	0
Exclusively credit								0
Exclusively not-for-credit								0
Combined credit/not-for-credit								0
Instruction/research/public service staff	157	27		118				302
Total carried forward from previous screens	387	81	0	217	0	0	0	685

Part A3 - Full-time Instructional Staff - Totals

Total number of Full-time Instructional Staff

As of November 1, 2018

Race/ethnicity	Total men	Total women	Total (men+women)
Nonresident alien	0	0	0
Hispanic/Latino	249	389	638
American Indian or Alaska Native	1	0	1
Asian	1	0	1
Black or African American	1	0	1
Native Hawaiian or Other Pacific Islander	0	1	1
White	13	15	28
Two or more races	0	0	0
Race and ethnicity unknown	4	11	15
Total	269	416	685
Total from prior year			649

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

Number of **Full-time Non-instructional Staff**

by Occupational Category

As of November 1, 2018

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

•Report race for non-Hispanic/Latino individuals only

•Include both medical school and non-medical school staff

Men

Race/ethnicity	<u>Instructional Staff</u> (carried forward from Part A)	<u>Research staff</u>	<u>Public Service staff</u>
Nonresident alien	0		
Hispanic/Latino	249	11	
American Indian or Alaska Native	1		
Asian	1	2	
Black or African American	1		
Native Hawaiian or Other Pacific Islander	0		
White	13	2	
Two or more races	0		
Race and ethnicity unknown	4		
Total men	269	15	0

Women

Race/ethnicity	<u>Instructional Staff</u> (carried forward from Part A)	<u>Research staff</u>	<u>Public Service staff</u>
Nonresident alien	0		
Hispanic/Latino	389	52	
American Indian or Alaska Native	0		
Asian	0		
Black or African American	0		
Native Hawaiian or Other Pacific Islander	1		
White	15		
Two or more races	0		
Race and ethnicity unknown	11	1	
Total women	416	53	0

Total (men+women) 685 68 0

Total from prior year **649** **73**

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

Number of Full-time Non-instructional Staff

by Occupational Category

As of November 1, 2018

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

•Report race for non-Hispanic/Latino individuals only

•Include both medical school and non-medical school staff

Men

Race/ethnicity	<u>Archivists, Curators, and Museum Technicians</u> 25-4010	<u>Librarians and Media Collections Specialists</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
Nonresident alien				
Hispanic/Latino	1	3	7	15
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	1	3	7	15

Women

Race/ethnicity	<u>Archivists, Curators, and Museum Technicians</u> 25-4010	<u>Librarians and Media Collections Specialists</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
Nonresident alien				
Hispanic/Latino		4	9	5
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	4	9	5
Total (men+women)	1	7	16	20
Total from prior year	1	10	9	22

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

Number of Full-time Non-instructional Staff

by Occupational Category

As of November 1, 2018

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

•Report race for non-Hispanic/Latino individuals only

•Include both medical school and non-medical school staff

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	38	32	39	9	19
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	1	1	2		1
Total men	39	33	41	9	20

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	89	34	24	18	108
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	2	1			2
Total women	91	35	24	18	110
Total (men+women)	130	68	65	27	130
Total from prior year	127	68	79	29	133

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

Number of Full-time Non-instructional Staff

by Occupational Category

As of November 1, 2018

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

•Report race for non-Hispanic/Latino individuals only

•Include both medical school and non-medical school staff

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						0	
Hispanic/Latino	57		66		71	9	626
American Indian or Alaska Native							1
Asian							3
Black or African American							1
Native Hawaiian or Other Pacific Islander							0
White				1	1		17
Two or more races							0
Race and ethnicity unknown	1						10
Total men	58	0	67	72	9	658	

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						0	
Hispanic/Latino	64		443		3		1,242
American Indian or Alaska Native							0
Asian							0
Black or African American							0
Native Hawaiian or Other Pacific Islander							1
White	1			2			18
Two or more races							0
			4		1		22

Race and ethnicity unknown						
Total women	65	0	449	4	0	1,283
Total (men+women)	123	0	516	76	9	1,941
Total from prior year	132		569	88	11	2,000

25-2000 + 25-3000 + 25-9000										
Management Occupations 11-0000									39	39
Business and Financial Operations Occupations 13-0000									14	14
Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000	1	1		1					11	14
Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000	2	1		4					6	13
Healthcare Practitioners and Technical Occupations 29-0000									82	82
Total	3	4	0	8	0	0	0	0	170	185
Total from prior year	4	4		7					179	194

Part B2 - Full-time Non-instructional Staff by Medical School Status

Number of Full-time Non-instructional Staff

As of November 1, 2018

Occupational category	Total (carried forward from Part B1)	Non-medical school staff	Medical school staff
<u>Service Occupations</u> 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	123	102	21
<u>Sales and Related Occupations</u> 41-0000	0		
<u>Office and Administrative Support Occupations</u> 43-0000	516	267	249
<u>Natural Resources, Construction, and Maintenance Occupations</u> 45-0000 + 47-0000 + 49-0000	76	72	4
<u>Production, Transportation, and Material Moving Occupations</u> 51-0000 + 53-0000	9	9	
Total		450	274
Total from prior year		510	290

Part G1 - Salaries Worksheet

Number of Full-time Non-medical School Instructional Staff

For Calculation of Total Number of Months

Annual Salary, 2018-19

- 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, non-medical school 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
	12 months	11 months	10 months	9 months	< 9 months		
Men							
Professors	74					74	74
Associate professors	19					19	19
Assistant professors	21					21	21
Instructors	6					6	6
Lecturers						0	0
No academic rank	11					11	11
Total men	131	0	0	0	0	131	131
Women							
Professors	96					96	96
Associate professors	47					47	47
Assistant professors	38					38	38
Instructors	15					15	15
Lecturers						0	0
No academic rank	56					56	56
Total women	252	0	0	0	0	252	252
Total (men+women)	383	0	0	0	0	383	383
Total (men+women) full-time non-medical school instructional staff from Part A						383	

Part G2 - Salary Outlays for Instructional Staff

Salary Outlays

for Full-time Non-medical School Instructional Staff

Annual Salary Outlays, 2018-19

- Report the **TOTAL ANNUAL** salary outlays for the full-time Non-medical School instructional staff reported in the 12 months, 11 months, 10 months, and 9 months columns on the previous screen, Part G1 – Salaries Worksheet
- Using the **TOTAL ANNUAL** salary outlays data provided, the system will calculate the Equated 9 months by academic rank and gender.

Gender and academic rank	Total staff for salary reporting (from Part G, screen 1)	Salary Outlays				Equated 9 months
		12 months	11 months	10 months	9 months	
Men						
Professors	74	7,637,230				5,727,923
Associate professors	19	1,634,796				1,226,097
Assistant professors	21	1,405,658				1,054,244
Instructors	6	391,891				293,918
Lecturers	0					0
No academic rank	11	733,464				550,098
Total men	131	11,803,039	0	0	0	8,852,279
Women						
Professors	96	9,917,537				7,438,153
Associate professors	47	3,934,890				2,951,168
Assistant professors	38	2,617,817				1,963,363
Instructors	15	860,388				645,291
Lecturers	0					0
No academic rank	56	3,191,696				2,393,772
Total women	252	20,522,328	0	0	0	15,391,746
Total (men + women)	383	32,325,367	0	0	0	24,244,025

Part G3 - Average Salaries for Instructional Staff by Academic Rank

Average Salary by academic rank

for Full-time Non-medical School Instructional Staff

Annual Average Salaries, 2018-19

Gender and academic rank	Total staff for salary reporting (from Part G, screen 1)	Annual Average Salaries				Equated 9 months
		12 months	11 months	10 months	9 months	
Men						
Professors	74	103,206				77,404
Associate professors	19	86,042				64,531
Assistant professors	21	66,936				50,202
Instructors	6	65,315				48,986
Lecturers	0					
No academic rank	11	66,679				50,009
Total men	131	90,100				67,575
Women						
Professors	96	103,308				77,481
Associate professors	47	83,721				62,791
Assistant professors	38	68,890				51,667
Instructors	15	57,359				43,019
Lecturers	0					
No academic rank	56	56,995				42,746
Total women	252	81,438				61,078
Total (men+women)	383	84,400				63,300

Part G4 - Salary Outlays for Non-instructional Staff

Salary Outlays

for Full-time Non-medical School Non-instructional Staff

Annual Salary Outlays, 2018-19

Occupational category	Number of full-time staff (carried forward from the Part B - FT, non-instructional staff screens)	Total annual salary outlays
Research staff	49	1,976,315
Public Service staff	0	
Library and Student and Academic Affairs and Other Education Services Occupations 25-4000 + 25-2000 + 25-3000 + 25-9000	33	1,211,280
Management Occupations 11-0000	96	4,804,273
Business and Financial Operations Occupations 13-0000	54	1,790,820
Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000	51	1,528,152
Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000	14	598,920
Healthcare Practitioners and Technical Occupations 29-0000	48	1,392,566
Service Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	102	2,330,368
Sales and Related Occupations 41-0000		
Office and Administrative Support Occupations 43-0000	267	7,606,471
Natural Resources, Construction, and Maintenance Occupations 45-0000 + 47-0000 + 49-0000	72	2,001,741
Production, Transportation, and Material Moving Occupations 51-0000 + 53-0000	9	227,520

Part D - Part-time Staff by Occupational Category

Number of Part-time Staff by Occupational Category

As of November 1, 2018

- Report Hispanic/Latino individuals of any race as Hispanic/Latino
- Report race for non-Hispanic/Latino individuals only
- Include both medical school and non-medical school staff

Men

Race/ethnicity	Instructional staff	Research staff	Public Service staff
Nonresident alien			
Hispanic/Latino	241		
American Indian or Alaska Native			
Asian	1		
Black or African American			
Native Hawaiian or Other Pacific Islander			
White	2		
Two or more races			
Race and ethnicity unknown	3		
Total men	247	0	0

Women

Race/ethnicity	Instructional staff	Research staff	Public Service staff
Nonresident alien			
Hispanic/Latino	209	6	
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	2		
Total women	215	6	0

Total (men+women)	462	6	0
Total from prior year	417	6	

Part D - Part-time Staff by Occupational Category

Number of Part-time Staff by Occupational Category

As of November 1, 2018

- Report Hispanic/Latino individuals of any race as Hispanic/Latino
- Report race for non-Hispanic/Latino individuals only
- Include both medical school and non-medical school staff

Men

Race/ethnicity	Archivists, Curators, and Museum Technicians 25-4010	Librarians and Media Collections Specialists 25-4020	Library Technicians 25-4030	Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000	Library and Student and Academic Affairs and Other Education Services Occupations
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

Women

Race/ethnicity	Archivists, Curators, and Museum Technicians 25-4010	Librarians and Media Collections Specialists 25-4020	Library Technicians 25-4030	Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000	Library and Student and Academic Affairs and Other Education Services Occupations
Nonresident alien					0
Hispanic/Latino				3	3
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	3	3

Total (men+women)	0	0	0	3	3
Total from prior year				4	4

Part D - Part-time Staff by Occupational Category

Number of Part-time Staff

As of November 1, 2018

- Report Hispanic/Latino individuals of any race as Hispanic/Latino
- Report race for non-Hispanic/Latino individuals only
- Include both medical school and non-medical school staff

Men

Race/ethnicity	<u>Management Occupations</u> 11-0000	<u>Business and Financial Operations Occupations</u> 13-0000	<u>Computer, Engineering, and Science Occupations</u> 15-0000 + 17-0000 + 19-0000	<u>Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations</u> 21-0000 + 23-0000 + 27-0000	<u>Healthcare Practitioners and Technical Occupations</u> 29-0000
Nonresident alien					
Hispanic/Latino		1			
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	1	0	0	0

Women

Race/ethnicity	<u>Management Occupations</u> 11-0000	<u>Business and Financial Operations Occupations</u> 13-0000	<u>Computer, Engineering, and Science Occupations</u> 15-0000 + 17-0000 + 19-0000	<u>Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations</u> 21-0000 + 23-0000 + 27-0000	<u>Healthcare Practitioners and Technical Occupations</u> 29-0000
Nonresident alien					
Hispanic/Latino	6		6	1	9
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			1		
Total women	6	0	7	1	9
Total (men+women)	6	1	7	1	9
Total from prior year	4	1	6	2	10

Part D - Part-time Staff by Occupational Category

Number of Part-time Staff

As of November 1, 2018

- Report Hispanic/Latino individuals of any race as Hispanic/Latino
- Report race for non-Hispanic/Latino individuals only
- Include both medical school and non-medical school staff

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						0
Hispanic/Latino	5		2		4	253
American Indian or Alaska Native						0
Asian						1
Black or African American						0
Native Hawaiian or Other Pacific Islander						0
White						2
Two or more races						0
Race and ethnicity unknown						3
Total men	5	0	2		4	259

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	4		5		1	250
American Indian or Alaska Native						0
Asian						0
Black or African American						0
Native Hawaiian or Other Pacific Islander						0
White						4
Two or more races						0
Race and ethnicity unknown						3

Total women	4	0	5	1	0	257
Total (men+women)	9	0	7	5	0	516
Total from prior year	9		10	5		474

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

Number of Part-time Staff

As of November 1, 2018

Non-medical school staff

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	0	0	0	0	0	0	0	
? Exclusively credit							0	
? Exclusively not-for-credit							0	
Combined credit/not-for-credit							0	
Instruction/research/public service staff	2			135			137	
Research staff				2			2	
Public Service staff							0	
Archivists, Curators, and Museum Technicians							0	
25-4010							0	
Librarians and Media Collections Specialists							0	
25-4020							0	
Library Technicians							0	
25-4030							0	
? Student and Academic Affairs and Other Education Services Occupations							3	
25-2000 + 25-3000 + 25-9000							3	
Management Occupations							4	
11-0000							4	
Business and Financial Operations Occupations							1	
13-0000							1	
Computer, Engineering, and Science Occupations				1			1	
15-0000 + 17-0000 + 19-0000				1			1	
Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations							0	
21-0000 + 23-0000 + 27-0000							0	
Healthcare Practitioners and Technical Occupations							0	
29-0000							0	
Total	2	0	0	138	0	0	8	
Total from prior year	1	0		127			11	
							139	

Medical school staff

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	0	0	0	0	0	0	0	
Exclusively credit							0	
Exclusively not-for-credit							0	
Combined credit/not-for-credit							0	
Instruction/research/public service staff	6	7		312			325	

Research staff				1			3	4
Public Service staff								0
Archivists, Curators, and Museum Technicians 25-4010								0
Librarians and Media Collections Specialists 25-4020								0
Library Technicians 25-4030								0
Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000								0
Management Occupations 11-0000				1			1	2
Business and Financial Operations Occupations 13-0000								0
Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000				6				6
Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000				1				1
Healthcare Practitioners and Technical Occupations 29-0000	1						8	9
Total	7	7	0	321	0	0	12	347
Total from prior year	7	7		283			14	311

Part E - Part-time Staff by Medical School Status

Number of Part-time Staff

As of November 1, 2018

Occupational category	Total (carried forward from Part D)	Non-medical school staff	Medical school staff
<u>Service Occupations</u> 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	9	7	2
<u>Sales and Related Occupations</u> 41-0000	0		
<u>Office and Administrative Support Occupations</u> 43-0000	7	3	4
<u>Natural Resources, Construction, and Maintenance Occupations</u> 45-0000 + 47-0000 + 49-0000	5	5	
<u>Production, Transportation, and Material Moving Occupations</u> 51-0000 + 53-0000	0		
Total		15	6
PY Total		15	9

Human Resources Survey Evaluation

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

Prepared by

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.

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: Jose Caro

Email: jose.caro1@upr.edu

How many staff from your institution only were involved in the data collection and reporting process of this survey component?

Number of Staff (including yourself)

How many hours did you and others from your institution only spend on each of the steps below when responding to this survey component?

Exclude the hours spent collecting data for state and other reporting purposes.

Staff member	Collecting Data Needed	Revising Data to Match IPEDS Requirements	Entering Data	Revising and Locking Data
Your office	hours	hours	hours	hours
Other offices	hours	hours	hours	hours

Summary**Human Resources Component Summary**

IPEDS collects important information regarding your institution. All data reported in IPEDS survey components become available in the IPEDS Data Center and appear as aggregated data in various Department of Education reports. Additionally, some of the reported data appears specifically for your institution through the College Navigator website and is included in your institution's Data Feedback Report (DFR). The purpose of this summary is to provide you an opportunity to view some of the data that, when accepted through the IPEDS quality control process, will appear on the College Navigator website and/or your DFR. College Navigator is updated approximately three months after the data collection period closes and Data Feedback Reports will be available through the [Data Center](#) and sent to your institution's CEO in November 2018.

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 2018**

Occupational category	Reported values		FTE staff
	Number of full-time staff	Number of part-time staff	
Total number of staff	1,939	516	2,111
Instructional Staff	685	462	839
Primary Instruction	0	0	0
Exclusively credit	0	0	0
Exclusively not-for-credit	0	0	0
Combined credit/not-for-credit	0	0	0
Instruction/research/public service	685	462	839
Research Staff	68	6	70
Public Service Staff	0	0	0
Library and Student and Academic Affairs and Other Education Services Occupations SOC	37	3	38
Librarians, Curators, and Archivists SOC 25-4000	17	0	17
Archivists, Curators, and Museum Technicians SOC 25-4010	1	0	1
Librarians SOC 25-4020	7	0	7
Library Technicians SOC 25-4030	9	0	9
Student and Academic Affairs and Other Education Services Occupations SOC 25-2000 + 25-3000 + 25-9000	20	3	21
Management Occupations SOC 11-0000	135	6	137
Business and Financial Operations Occupations SOC 13-0000	68	1	68
Computer, Engineering, and Science Occupations SOC 15-0000 + 17-0000 + 19-0000	65	7	67
Community, Social Service, Legal, Arts, Design, Entertainment, Sports and Media Occupations SOC 21-0000 + 23-0000 + 27-0000	27	1	27
Healthcare Practitioners and Technical Occupations SOC 29-0000	130	9	133
Service Occupations SOC 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	123	9	126
Sales and Related Occupations SOC 41-0000			
Office and Administrative Support Occupations SOC 43-0000	516	7	518
Natural Resources, Construction, and Maintenance Occupations SOC 45-0000 + 47-0000 + 49-0000	76	5	78

**Number of staff by employment status and occupational category:
Fall 2018**

Production, Transportation, and Material Moving Occupations SOC 51-0000 + 53-0000	9		9
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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 2018-19**

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	383				383	4,596	\$32,325,367	\$7,033
Professor	170				170	2,040	\$17,554,767	\$8,605
Associate professor	66				66	792	\$5,569,686	\$7,032
Assistant professor	59				59	708	\$4,023,475	\$5,683
Instructor	21				21	252	\$1,252,279	\$4,969
Lecturer								
No academic rank	67				67	804	\$3,925,160	\$4,882

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

University of Puerto Rico-Medical Sciences (243203)

There are no errors for the selected survey and institution.