

FACULTY REPORTING CONVENTIONS

Faculty counts may vary depending on the reporting convention. The Office of Institutional Effectiveness and Planning (OIEP) uses one external reporting convention and one internal reporting convention. The external convention is based on the Integrated Post-Secondary Education Data System Human Resources (IPEDS HR) and the internal reporting convention is compliant with the Faculty Affairs and Records (FAR) standards. California State University, Fullerton (CSUF) participates in external surveys such as Common dataset, U.S. News and World Report, Peterson's Undergraduate/Graduate survey, Wintergreen Orchard House, etc. These surveys use the IPEDS HR external convention. See below for details.

External Reporting Conventions

Human Resources, Diversity and Inclusion (HRDI) reports faculty data to the CSU Chancellor's Office for the IPEDS HR survey. An employee is reported once as a faculty member based on their primary appointment. Faculty members with multiple positions are coded in their higher job code or if the job codes are the same, the occupation with the higher salary is reported. Greater than or equal to 0.99 Full Time Equivalent (FTE) is designated as full-time and less than 0.99 FTE as part-time.

Included Faculty Data:

- Instructional and non-instructional faculty dashboards include bargaining units R03.
- Instructional faculty dashboards include full-time and part-time faculty and lecturers.
- Non-instructional faculty dashboards includes coaches, counselors, and librarians.
- Faculty dashboards include employees on the payroll of the institution as of November 1 of the year reported.
- Faculty dashboards include employees on sabbatical leave and FERP but remain on the payroll.
- Faculty dashboards include employees who are hired to temporarily replace those who are on sabbatical leave or on leave with or without pay.

Excluded Faculty Data:

- Faculty on leave without pay.
- Faculty in the military or religious orders who are not paid by the institution.
- Faculty whose services are contracted by or donated to the institution.
- Faculty (hired on an ad-hoc or occasional basis to meet short-term needs).
- Undergraduate students.
- Students in the Federal Work-Study Program.

- Graduate students who are receiving waivers and stipends that are not in exchange for services rendered (e.g., fellowships or training grant support).

Internal Reporting Conventions

Instructional and Non-Instructional Faculty Data

OIEP collaborates with FAR to report the faculty numbers to the Office of the Provost and the Office of the President. FAR considers each contract as separate appointments. Therefore, those with multiple appointments are counted multiple times e.g., a lecturer who teaches for multiple departments in different colleges.

Faculty in the California State University system include all members of bargaining unit 3 (R03), who are exclusively represented by the California Faculty Association (CFA). This bargaining unit encompasses 1) faculty, 2) lecturers, 3) coaches, 4) counselors, and 5) librarians.

The OIEP dashboards using the internal reporting conventions can be found in the Tableau Enterprise dashboards at: <https://mytab.fullerton.edu/#/signin> (log-in required)