

Date: November 17, 2009

Code: HR 2009-15

To: CSU Presidents

From: Gail E. Brooks  
Vice Chancellor  
Human Resources



Subject: IPEDS<sup>1</sup> 2009 Human Resources Survey

Overview

**Audience:** EEO Directors, Human Resources Directors, Institutional Research Directors

**Action Items:** Information item; detailed instructions on campus review of data will follow.

**Affected Employee Groups/Units:** All

Summary

The IPEDS Human Resources Survey is conducted annually by the National Center for Education Statistics (NCES). The CSU is required to submit a response with information on employee salaries, benefits, and demographics for each campus. Campuses will receive detailed instructions on the reporting process, including reviewing and editing campus data, in a follow-up letter.

The National Center for Education Statistics (NCES) is conducting its annual IPEDS Human Resources Survey to collect data on salaries, benefits, and demographics for all CSU faculty, staff, and administrators. The CSU is required to submit a response for each campus.

The Chancellor's Office will assist the campuses by preparing data for campus review and editing. Once the review and edits are completed and submitted to the Chancellor's Office, the information will be combined with other data and, the Chancellor's Office will submit the survey responses in coordination with the campuses.

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<sup>1</sup> IPEDS stands for Integrated Postsecondary Education Data System, and it is the core postsecondary education data collection program for NCES. A variety of data is collected from all primary providers of postsecondary education in the country and this data is made available on the NCES Web site to students, researchers and others.

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**Distribution:**

CSU Chancellor  
CSU Office of Analytic Studies  
Vice Presidents (all campus vice presidents)  
Associate Vice Presidents/Deans of Faculty

Directors of Institutional Research  
Directors of Human Resources  
Directors of Equal Opportunity

We are communicating process details to the Directors of Equal Opportunity, Directors of Human Resources, and Directors of Institutional Research. My office will assume that the Director of Equal Opportunity or its equivalent at your campus has primary responsibility for reviewing IPEDS HR data unless you advise us differently.

Questions regarding this IPEDS HR reporting effort should be addressed to Qinzhu Zhang, Senior Research & Systems Analyst, at [gzhang@calstate.edu](mailto:gzhang@calstate.edu). The survey can be viewed at the following Web site maintained by NCES (note that the campuses do **not** need to complete the survey located on this Web site).

<https://surveys.nces.ed.gov/ipeds/VisForms.aspx?survey=1&form=4&index=0&ri=2&show=part>

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