

Institution: Black Hills State University (219046)  
User ID: P2190461

## 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](#)
- To access your prior year data submission for this component: [Reported Data](#)
- All staff must now be reported using the new IPEDS occupational categories, which align with the 2010 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.

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 **July 1 and October 31, 2015** either for the **first time** (new to the institution) or **after a break in service** AND **who were still on the payroll of the institution as of November 1, 2015**? (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)?

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 or Continuing or At-will Contract**

As of November 1, 2015

- 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

**Men**

Gender and race/ethnicity	Academic Rank					No academic rank	Total
	Professors	Associate professors	Assistant professors	Instructors	Lecturers		
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							
<b>Total men</b>							

**Women**

Gender and race/ethnicity	Academic Rank					No academic rank	Total
	Professors	Associate professors	Assistant professors	Instructors	Lecturers		
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							
<b>Total women</b>							

**Total (men+women)**

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, 2015

- 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

**Men**

Race/ethnicity	Academic Rank					No academic rank	Total
	Professors	Associate professors	Assistant professors	Instructors	Lecturers		
Nonresident alien		0	0	1	0		1
Hispanic/Latino		0	0	0	0		0
American Indian or Alaska Native		0	0	0	0		0
Asian		0	0	0	0		0
Black or African American		0	0	0	0		0
Native Hawaiian or Other Pacific Islander		0	0	0	0		0
White		0	5	6	0		11
Two or more races		0	0	0	0		0
Race and ethnicity unknown		0	0	0	0		0
<b>Total men</b>		0	5	7	0		12

**Women**

Race/ethnicity	Academic Rank					No academic rank	Total
	Professors	Associate professors	Assistant professors	Instructors	Lecturers		
Nonresident alien		0	0	0	0		0
Hispanic/Latino		0	0	0	0		0
American Indian or Alaska Native		0	1	0	0		1
Asian		0	0	0	0		0
Black or African American		0	0	0	0		0
Native Hawaiian or Other Pacific Islander		0	0	0	0		0
White		1	4	13	1		19
Two or more races		0	0	0	0		0
Race and ethnicity unknown		0	0	0	0		0
<b>Total women</b>		1	5	13	1		20

<b>Total (men+women)</b>		1	10	20	1		32
Total from prior year							31

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

**Number of Full-time Instructional Staff  
 With Faculty Status  
Not on Tenure Track - Less-than-annual Contract**

As of November 1, 2015

- 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

**Men**

Race/ethnicity	Academic Rank					No academic rank	Total
	Professors	Associate professors	Assistant professors	Instructors	Lecturers		
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							
<b>Total men</b>							

**Women**

Race/ethnicity	Academic Rank					No academic rank	Total
	Professors	Associate professors	Assistant professors	Instructors	Lecturers		
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							
<b>Total women</b>							

**Total (men+women)**

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, 2015**

- 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

**Men**

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	
<b>Total men</b>	

**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	
<b>Total women</b>	

**Total (men+women)**

Total from prior year	
-----------------------	--

**Part A2 - Full-time Instructional Staff by Function**

**Number of Full-time Instructional Staff**

**As of November 1, 2015**

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

	With <u>Faculty Status</u>					Without Faculty Status	Total
	Tenured	On Tenure Track	Not on Tenure Track				
			Multi-year, continuing, or at-will contract	Annual contract	Less-than-annual contract		
Instructional staff	55	32	0	32	0	0	119
Total carried forward from previous screens	55	32		32			119
<u>Primarily Instruction</u>	55	32		31		0	118
Exclusively credit	55	32		31		0	118
Exclusively not-for-credit							
Combined credit/not-for-credit							
<u>Instruction/research/public service staff</u>				1			1

### Part A3 - Full-time Instructional Staff - Totals

#### Total number of Full-time Instructional Staff

As of November 1, 2015

Race/ethnicity	Total men	Total women	Total (men+women)
Nonresident alien	1	1	2
Hispanic/Latino	1	1	2
American Indian or Alaska Native	1	2	3
Asian	3	1	4
Black or African American	0	0	0
Native Hawaiian or Other Pacific Islander	0	0	0
White	64	44	108
Two or more races	0	0	0
Race and ethnicity unknown	0	0	0
<b>Total</b>	70	49	119
Total from prior year			<b>116</b>

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

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

by Occupational Category

As of November 1, 2015

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

•Report race for non-Hispanic/Latino individuals only

**Men**

Race/ethnicity	<u>Instructional Staff</u> (carried forward from Part A)	<u>Research staff</u>	<u>Public Service staff</u>
Nonresident alien	1	0	
Hispanic/Latino	1	0	
American Indian or Alaska Native	1	0	
Asian	3	0	
Black or African American	0	0	
Native Hawaiian or Other Pacific Islander	0	0	
White	64	0	
Two or more races	0	0	
Race and ethnicity unknown	0	0	
<b>Total men</b>	<b>70</b>	<b>0</b>	

**Women**

Race/ethnicity	<u>Instructional Staff</u> (carried forward from Part A)	<u>Research staff</u>	<u>Public Service staff</u>
Nonresident alien	1	0	
Hispanic/Latino	1	0	
American Indian or Alaska Native	2	0	
Asian	1	0	
Black or African American	0	0	
Native Hawaiian or Other Pacific Islander	0	0	
White	44	2	
Two or more races	0	0	
Race and ethnicity unknown	0	0	
<b>Total women</b>	<b>49</b>	<b>2</b>	

**Total (men+women)**

	119	2	
--	-----	---	--

Total from prior year

**116**

**2**

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

Number of Full-time Non-instructional Staff

by Occupational Category

As of November 1, 2015

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

•Report race for non-Hispanic/Latino individuals only

**Men**

Race/ethnicity	Archivists, Curators, and Museum Technicians 25-4010	Librarians 25-4020	Library Technicians 25-4030	Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000
Nonresident alien		0		0
Hispanic/Latino		0		0
American Indian or Alaska Native		0		0
Asian		0		0
Black or African American		0		0
Native Hawaiian or Other Pacific Islander		0		0
White		2		1
Two or more races		0		0
Race and ethnicity unknown		0		0
<b>Total men</b>		<b>2</b>		<b>1</b>

**Women**

Race/ethnicity	Archivists, Curators, and Museum Technicians 25-4010	Librarians 25-4020	Library Technicians 25-4030	Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000
Nonresident alien		0		0
Hispanic/Latino		0		0
American Indian or Alaska Native		0		0
Asian		0		0
Black or African American		0		0
Native Hawaiian or Other Pacific Islander		0		0
White		2		5
Two or more races		1		0
Race and ethnicity unknown		0		0
<b>Total women</b>		<b>3</b>		<b>5</b>
<b>Total (men+women)</b>		<b>5</b>		<b>6</b>
Total from prior year		<b>5</b>		<b>6</b>

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

Number of Full-time Non-instructional Staff

by Occupational Category

As of November 1, 2015

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

•Report race for non-Hispanic/Latino individuals only

**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	0	0	0	0	0
Hispanic/Latino	0	0	0	0	0
American Indian or Alaska Native	0	0	1	0	0
Asian	0	0	0	0	0
Black or African American	2	0	0	0	0
Native Hawaiian or Other Pacific Islander	0	0	0	0	0
White	21	5	11	15	
Two or more races	0	0	0	0	0
Race and ethnicity unknown	0	0	0	0	0
<b>Total men</b>	<b>23</b>	<b>5</b>	<b>12</b>	<b>15</b>	

**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	0	0	0	0	0
Hispanic/Latino	1	0	0	0	0
American Indian or Alaska Native	1	1	0	1	0
Asian	1	2	0	0	0
Black or African American	0	0	0	1	0
Native Hawaiian or Other Pacific Islander	0	0	0	0	0
White	29	20	4	16	
Two or more races	0	0	0	0	0
Race and ethnicity unknown	0	0	0	0	0
<b>Total women</b>	<b>32</b>	<b>23</b>	<b>4</b>	<b>18</b>	
<b>Total (men+women)</b>	<b>55</b>	<b>28</b>	<b>16</b>	<b>33</b>	
Total from prior year	<b>57</b>	<b>29</b>	<b>21</b>	<b>24</b>	

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

Number of Full-time Non-instructional Staff  
 by Occupational Category

As of November 1, 2015

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

**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	0	0	0	0	1
Hispanic/Latino	2	0	0	0	0	3
American Indian or Alaska Native	0	0	0	0	0	2
Asian	0	0	0	0	0	3
Black or African American	0	0	0	0	0	2
Native Hawaiian or Other Pacific Islander	0	0	0	0	0	0
White	19	0	5	8	0	151
Two or more races	0	0	0	0	0	0
Race and ethnicity unknown	0	0	0	0	0	0
<b>Total men</b>	<b>21</b>	<b>0</b>	<b>5</b>	<b>8</b>	<b>0</b>	<b>162</b>

**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	0	0	0	0	1
Hispanic/Latino	1	0	1	0	0	4
American Indian or Alaska Native	0	0	1	0	0	6
Asian	0	0	0	0	0	4
Black or African American	0	0	1	0	0	2
Native Hawaiian or Other Pacific Islander	0	0	0	0	0	0
White	15	1	33	1	1	173
Two or more races	0	0	0	0	0	1
	0	0	0	0	0	0

Race and ethnicity unknown						
<b>Total women</b>	16	1	36	1	1	191
<b>Total (men+women)</b>	37	1	41	9	1	353
Total from prior year	<b>38</b>	<b>2</b>	<b>43</b>	<b>8</b>	<b>1</b>	<b>352</b>

## Part B2 - Full-time Non-instructional Staff by Occupational Category and Tenure Status

Number of <u>Full-time Non-instructional Staff</u>							
As of November 1, 2015							
Occupational category	With Faculty Status					Without Faculty Status	Total
	Tenured	On Tenure Track	Not on Tenure Track				
			Multi-year, continuing, or at -will contract	Annual contract	Less-than-annual contract		
Research staff	1	1					2
Public Service staff							
Archivists, Curators, and Museum Technicians 25-4010						0	0
Librarians 25-4020				3		2	5
Library Technicians 25-4030							
Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000				1		5	6
Management Occupations 11-0000	5	1		3		46	55
Business and Financial Operations Occupations 13-0000	0					28	28
Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000						16	16
Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000				3		30	33
Healthcare Practitioners and Technical Occupations 29-0000				0			0
<b>Total</b>	<b>6</b>	<b>2</b>	<b>0</b>	<b>10</b>	<b>0</b>	<b>127</b>	<b>145</b>
<b>Total from prior year</b>	<b>6</b>	<b>3</b>		<b>9</b>		<b>126</b>	<b>144</b>



## Part G - Salaries Worksheet

### Number of Full-time Instructional Staff For Calculation of Total Number of Months

#### Annual Salary, 2015-16

- 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 instructional staff
- Include instructional staff *with* faculty status and *without* faculty status
- Include instructional staff regardless of tenure status
- Balance column should include instructional staff whose annual salary covers less than 9 months worked

Gender and academic rank	Months worked				Total staff for salary reporting	Total number of months	Total full-time instructional staff from Part A	Balance (all other full-time instructional staff)
	12 months	11 months	10 months	9 months				
<b>Men</b>								
Professors	1			26	27	246		
Associate professors				11	11	99		
Assistant professors				24	24	216		
Instructors				7	7	63		
Lecturers				1	1	9		
No academic rank						0		
<b>Total men</b>	<b>1</b>			<b>69</b>	<b>70</b>	<b>633</b>	<b>70</b>	<b>0</b>
<b>Women</b>								
Professors				8	8	72		
Associate professors				11	11	99		
Assistant professors				15	15	135		
Instructors			2	11	13	119		
Lecturers				2	2	18		
No academic rank						0		
<b>Total women</b>			<b>2</b>	<b>47</b>	<b>49</b>	<b>443</b>	<b>49</b>	<b>0</b>
<b>Total (men + women)</b>	<b>1</b>		<b>2</b>	<b>116</b>	<b>119</b>	<b>1,076</b>	<b>119</b>	<b>0</b>

## Part G - Salary Outlays for Instructional Staff

### Salary Outlays for Full-time Instructional Staff

#### Annual Salary Outlays, 2015-16

•Report the TOTAL ANNUAL salary outlays for the full-time instructional staff reported in the 12 months, 11 months, 10 months, and 9 months columns on the previous screen

Gender and academic rank	Total staff for salary reporting (from Part G, screen 1)	Total number of months (from Part G, screen 1)	? Total annual salary outlays	? Weighted average monthly salaries
<b>Men</b>				
Professors	27	246	2,077,086	8,443
Associate professors	11	99	736,234	7,437
Assistant professors	24	216	1,337,358	6,191
Instructors	7	63	324,983	5,158
Lecturers	1	9	41,586	4,621
No academic rank		0		
<b>Total men</b>	<b>70</b>	<b>633</b>	<b>4,517,247</b>	<b>7,136</b>
<b>Women</b>				
Professors	8	72	614,389	8,533
Associate professors	11	99	708,482	7,156
Assistant professors	15	135	898,284	6,654
Instructors	13	119	774,460	6,508
Lecturers	2	18	105,815	5,879
No academic rank		0		
<b>Total women</b>	<b>49</b>	<b>443</b>	<b>3,101,430</b>	<b>7,001</b>
<b>Total (men + women)</b>	<b>119</b>	<b>1,076</b>	<b>7,618,677</b>	<b>7,081</b>

**Part G - Salary Outlays for Non-instructional Staff**

**Salary Outlays**

**for Full-time Non-instructional Staff**

**Annual Salary Outlays, 2015-16**

Occupational category	Number of full-time staff (carried forward from previous screens)	Total annual salary outlays
Research staff	2	128,612
Public Service staff		
Library and Student and Academic Affairs and Other Education Services Occupations 25-4000 + 25-2000 + 25-3000 + 25-9000	11	529,313
Management Occupations 11-0000	55	4,024,616
Business and Financial Operations Occupations 13-0000	28	1,147,005
Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000	16	821,022
Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000	33	1,297,744
Healthcare Practitioners and Technical Occupations 29-0000	0	
Service Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	37	965,753
Sales and Related Occupations 41-0000	1	24,960
Office and Administrative Support Occupations 43-0000	41	1,333,138
Natural Resources, Construction, and Maintenance Occupations 45-0000 + 47-0000 + 49-0000	9	328,883
Production, Transportation, and Material Moving Occupations 51-0000 + 53-0000	1	25,542

**Part D - Part-time Staff by Occupational Category**

Number of Part-time Staff by Occupational Category

As of November 1, 2015

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

**Men**

Race/ethnicity	Instructional staff	Research staff	Public Service staff
Nonresident alien	0		
Hispanic/Latino	0		
American Indian or Alaska Native	0		
Asian	0		
Black or African American	2		
Native Hawaiian or Other Pacific Islander	0		
White	33		
Two or more races	0		
Race and ethnicity unknown	0		
<b>Total men</b>	<b>35</b>		

**Women**

Race/ethnicity	Instructional staff	Research staff	Public Service staff
Nonresident alien	0		
Hispanic/Latino	3		
American Indian or Alaska Native	0		
Asian	0		
Black or African American	0		
Native Hawaiian or Other Pacific Islander	0		
White	57		
Two or more races	0		
Race and ethnicity unknown	0		
<b>Total women</b>	<b>60</b>		

**Total (men+women)**

	95		
--	----	--	--

Total from prior year

**105**

**Part D - Part-time Staff by Occupational Category****Number of Part-time Staff by Occupational Category****As of November 1, 2015**

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

•Report race for non-Hispanic/Latino individuals only

**Men**

Race/ethnicity	Archivists, Curators, and Museum Technicians 25-4010	Librarians 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			0
Hispanic/Latino		0			0
American Indian or Alaska Native		0			0
Asian		0			0
Black or African American		0			0
Native Hawaiian or Other Pacific Islander		0			0
White		0		1	1
Two or more races		0		0	0
Race and ethnicity unknown		0		0	0
<b>Total men</b>		0		1	1

**Women**

Race/ethnicity	Archivists, Curators, and Museum Technicians 25-4010	Librarians 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			0
Hispanic/Latino		0			0
American Indian or Alaska Native		0			0
Asian		0			0
Black or African American		0			0
Native Hawaiian or Other Pacific Islander		0			0
White		1		0	1
Two or more races		0		0	0
Race and ethnicity unknown		0		0	0
<b>Total women</b>		1		0	1

<b>Total (men+women)</b>		1		1	2
Total from prior year		1		1	2

**Part D - Part-time Staff by Occupational Category**

Number of Part-time Staff

As of November 1, 2015

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

•Report race for non-Hispanic/Latino individuals only

**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	0	0	0	0	0
Hispanic/Latino	0	0	0	0	0
American Indian or Alaska Native	0	1	0	0	0
Asian	0	0	0	0	0
Black or African American	0	0	0	0	0
Native Hawaiian or Other Pacific Islander	0	0	0	0	0
White	2	6	1	4	1
Two or more races	0	0	0	0	0
Race and ethnicity unknown	0	0	0	0	0
<b>Total men</b>	<b>2</b>	<b>7</b>	<b>1</b>	<b>4</b>	<b>1</b>

**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	0	0	0	0	0
Hispanic/Latino	0	0	0	0	0
American Indian or Alaska Native	0	0	0	0	0
Asian	0	0	0	0	0
Black or African American	0	0	0	0	0
Native Hawaiian or Other Pacific Islander	0	0	0	0	0
White	0	2	2	5	0
Two or more races	0	0	0	0	0
Race and ethnicity unknown	0	0	0	0	0
<b>Total women</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>5</b>	<b>0</b>

<b>Total (men+women)</b>	<b>2</b>	<b>9</b>	<b>3</b>	<b>9</b>	<b>1</b>
Total from prior year	<b>6</b>	<b>8</b>	<b>3</b>	<b>12</b>	<b>1</b>

## Part D - Part-time Staff by Occupational Category

### Number of Part-time Staff

As of November 1, 2015

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

•Report race for non-Hispanic/Latino individuals only

### 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			0		0
Hispanic/Latino	0			0		0
American Indian or Alaska Native	0			0		1
Asian	0			0		0
Black or African American	0			0		2
Native Hawaiian or Other Pacific Islander	0			0		0
White	2			2		53
Two or more races	0			0		0
Race and ethnicity unknown	0			0		0
<b>Total men</b>	<b>2</b>			<b>2</b>		<b>56</b>

### 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			0		0
Hispanic/Latino	0			0		3
American Indian or Alaska Native	0			0		0
Asian	0			0		0
Black or African American	0			0		0
Native Hawaiian or Other Pacific Islander	0			0		0
White	5			5		78
Two or more races	0			0		0
Race and ethnicity unknown	0			0		0

<b>Total women</b>	5	5	1	81
<b>Total (men+women)</b>	7	7	2	137
Total from prior year	5	2	1	145

**Part D - Graduate assistants**

**Number of Graduate Assistants**

**As of November 1, 2015**

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

•Report race for non-Hispanic/Latino individuals only

**Men**

Race/ethnicity	Teaching 25-1191	Research	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	Library and Student and Academic Affairs and Other Education Services Occupations 25-4000 + 25-2000 + 25-3000 + 25-9000	Healthcare Practitioners and Technical Occupations 29-0000	Total
Nonresident alien	0	2				0			2
Hispanic/Latino	0	0				0			0
American Indian or Alaska Native	0	1				0			1
Asian	0	0				0			0
Black or African American	0	0				0			0
Native Hawaiian or Other Pacific Islander	0	0				0			0
White	4	0				1			5
Two or more races	0	0				0			0
Race and ethnicity unknown	0	0				0			0
<b>Total men</b>	<b>4</b>	<b>3</b>				<b>1</b>			<b>8</b>

**Women**

Race/ethnicity	Teaching 25-1191	Research	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	Library and Student and Academic Affairs and Other Education Services Occupations 25-4000 + 25-2000 + 25-3000 + 25-9000	Healthcare Practitioners and Technical Occupations 29-0000	Total
Nonresident alien	1	0				0			1
Hispanic/Latino	0	0				0			0
American Indian or Alaska Native	0	0				0			0
Asian	0	0				0			0
Black or African American	0	0				0			0
	0	0				0			0

Native Hawaiian or Other Pacific Islander									
White	1	1				0			2
Two or more races	0	0				0			0
Race and ethnicity unknown	0	0				0			0
<b>Total women</b>	<b>2</b>	<b>1</b>				<b>0</b>			<b>3</b>
<b>Total (men+women)</b>	<b>6</b>	<b>4</b>				<b>1</b>			<b>11</b>
Total from prior year	<b>8</b>	<b>5</b>				<b>1</b>			<b>14</b>

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

Number of Part-time Staff

As of November 1, 2015

Occupational category	With Faculty Status					Without Faculty Status	Total
	Tenured	On Tenure Track	Not on Tenure Track				
			Multi-year, continuing, or at-will contract	Annual contract	Less-than-annual contract		
<u>Primarily Instruction</u>	1	0		9		85	95
? Exclusively credit	1	0		9		85	95
? Exclusively not-for-credit							
Combined credit/not-for-credit							
<u>Instruction/research/public service staff</u>				0			0
<u>Research staff</u>	0	0					0
<u>Public Service staff</u>							
<u>Archivists, Curators, and Museum Technicians</u> 25-4010						1	1
<u>Librarians</u> 25-4020				0		0	0
<u>Library Technicians</u> 25-4030							
? <u>Student and Academic Affairs and Other Education Services Occupations</u> 25-2000 + 25-3000 + 25-9000				0		1	1
<u>Management Occupations</u> 11-0000	1	0		0		1	2
<u>Business and Financial Operations Occupations</u> 13-0000	1					8	9
<u>Computer, Engineering, and Science Occupations</u> 15-0000 + 17-0000 + 19-0000						3	3
<u>Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations</u> 21-0000 + 23-0000 + 27-0000				0		9	9
<u>Healthcare Practitioners and Technical Occupations</u> 29-0000				1			1
<b>Total</b>	3	0	0	10	0	108	121
<b>Total from prior year</b>	5	1		18		113	137

**Part F - Part-time Summary**

**Summary of Part-time Staff**

**As of November 1, 2015**

Occupational category	With Faculty Status					Without Faculty Status	Total
	Tenured	On Tenure Track	Not on Tenure Track				
			Multi-year, continuing, or at-will contract	Annual contract	Less-than-annual contract		
Primarily Instruction	1	0		9		85	95
Exclusively credit	1	0		9		85	95
Exclusively not-for-credit							
Combined credit/not-for-credit							
Instruction/research/public service staff				0			0
Research staff	0	0					0
Public Service staff							
Archivists, Curators, and Museum Technicians 25-4010						1	1
Librarians 25-4020				0		0	0
Library Technicians 25-4030							
Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000				0		1	1
Management Occupations 11-0000	1	0		0		1	2
Business and Financial Operations Occupations 13-0000	1					8	9
Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000						3	3
Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000				0		9	9
Healthcare Practitioners and Technical Occupations 29-0000				1			1
Service Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000							7
Sales and Related Occupations 41-0000							
Office and Administrative Support Occupations 43-0000							7
Natural Resources, Construction, and Maintenance Occupations 45-0000 + 47-0000 + 49-0000							
Production, Transportation, and Material Moving Occupations 51-0000 + 53-0000							2
Graduate Assistants							11
Teaching 25-1191							6
Research							4
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		1
Library and Student and Academic Affairs and Other Education Services Occupations 25-4000 + 25-2000 + 25-3000 + 25-9000		
Healthcare Practitioners and Technical Occupations 29-0000		
Total		148

**Part H - New Hires, Full-time Instructional Staff by Tenure Status**  
**Number of Newly Hired Full-time Permanent Instructional Staff**

(Hired full-time between July 1 and October 31, 2015 and  
 still on the payroll of the institution as of November 1, 2015)

- Report Hispanic/Latino individuals of any race as Hispanic/Latino
- Report race for non-Hispanic/Latino individuals only
- Include Primarily Instruction and Instruction Combined with Research and Public Service

<b>Men</b>							
Race/ethnicity	With Faculty Status					Without Faculty Status	Total
	Tenured	On Tenure		Not on Tenure Track			
		Track	Multi-year, continuing, or at-will contract	Annual contract	Less-than-annual contract		
Nonresident alien		0		1			1
Hispanic/Latino		0		0			0
American Indian or Alaska Native		0		0			0
Asian		0		0			0
Black or African American		0		0			0
Native Hawaiian or Other Pacific Islander		0		0			0
White		2		1			3
Two or more races		0		0			0
Race and ethnicity unknown		0		0			0
<b>Total men</b>		2		2			4

<b>Women</b>							
Race/ethnicity	With Faculty Status					Without Faculty Status	Total
	Tenured	On Tenure		Not on Tenure Track			
		Track	Multi-year, continuing, or at-will contract	Annual contract	Less-than-annual contract		
Nonresident alien		0		0			0
Hispanic/Latino		0		0			0
American Indian or Alaska Native		0		0			0
Asian		0		0			0
Black or African American		0		0			0
Native Hawaiian or Other Pacific Islander		0		0			0
White		0		1			1
Two or more races		0		0			0
Race and ethnicity unknown		0		0			0
<b>Total women</b>		0		1			1
<b>Total (men+women)</b>		2		3			5

**Part H - New Hires, Full-time Staff by Occupational Category**

**Number of Newly Hired Full-time Staff**

(Hired full-time between July 1 and October 31, 2015 and still on the payroll of the institution as of November 1, 2015)

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

**Men**

Race/ethnicity	Instructional Staff (from Part H, screen 1)	Research staff	Public Service staff	Library and Student and Academic Affairs and Other Education Services Occupations 25-4000 + 25-2000 + 25-3000 + 25-9000
Nonresident alien	1			
Hispanic/Latino	0			
American Indian or Alaska Native	0			
Asian	0			
Black or African American	0			
Native Hawaiian or Other Pacific Islander	0			
White	3			
Two or more races	0			
Race and ethnicity unknown	0			
<b>Total men</b>	<b>4</b>			

**Women**

Race/ethnicity	Instructional Staff (from Part H, screen 1)	Research staff	Public Service staff	Library and Student and Academic Affairs and Other Education Services Occupations 25-4000 + 25-2000 + 25-3000 + 25-9000
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	1			
Two or more races	0			
Race and ethnicity unknown	0			
<b>Total women</b>	<b>1</b>			
<b>Total (men+women)</b>	<b>5</b>			

**Part H - New Hires, Full-time Staff by Occupational Category**

**Number of Newly Hired Full-time Staff**

(Hired full-time between July 1 and October 31, 2015 and  
 still on the payroll of the institution as of November 1, 2015)

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

•Report race for non-Hispanic/Latino individuals only

**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	0	0			0
Hispanic/Latino	0	0			0
American Indian or Alaska Native	0	0			0
Asian	0	0			0
Black or African American	0	0			0
Native Hawaiian or Other Pacific Islander	0	0			0
White	1	0			1
Two or more races	0	0			0
Race and ethnicity unknown	0	0			0
<b>Total men</b>	<b>1</b>	<b>0</b>			<b>1</b>

**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	0	0			0
Hispanic/Latino	0	0			0
American Indian or Alaska Native	0	0			0
Asian	0	1			0
Black or African American	0	0			0
Native Hawaiian or Other Pacific Islander	0	0			0
White	0	1			0
Two or more races	0	0			0
Race and ethnicity unknown	0	0			0
<b>Total women</b>	<b>0</b>	<b>2</b>			<b>0</b>
<b>Total (men+women)</b>	<b>1</b>	<b>2</b>			<b>1</b>

**Part H - New Hires, Full-time Staff by Occupational Category**

**Number of Newly Hired Full-time Staff**

(Hired full-time between July 1 and October 31, 2015 and  
 still on the payroll of the institution as of November 1, 2015)

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

**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 new hires)
Nonresident alien	0	0	0	0	0	1
Hispanic/Latino	0	0	0	0	0	0
American Indian or Alaska Native	0	0	0	0	0	0
Asian	0	0	0	0	0	0
Black or African American	0	0	0	0	0	0
Native Hawaiian or Other Pacific Islander	0	0	0	0	0	0
White	1	0	0	0	1	7
Two or more races	0	0	0	0	0	0
Race and ethnicity unknown	0	0	0	0	0	0
<b>Total men</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>8</b>

**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 new hires)
Nonresident alien	0	0	0	0	0	0
Hispanic/Latino	0	0	0	1	0	1
American Indian or Alaska Native	0	0	0	0	0	0
Asian	0	0	0	0	0	1
Black or African American	0	0	0	0	0	0
Native Hawaiian or Other Pacific Islander	0	0	0	0	0	0
White	0	1	0	0	0	3
Two or more races	0	0	0	0	0	0

Race and ethnicity unknown	0	0	0	0	0
<b>Total women</b>	0	1	1	0	5
<b>Total (men+women)</b>	1	1	1	1	13

### Human Resources Survey Evaluation

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

No

**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 2016.

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 occupational category:  
Fall 2015**

Occupational category	Reported values		FTE staff
	Number of full-time staff	Number of part-time staff	
<b>Total number of staff</b>	353	137	399
Instructional Staff	119	95	151
Primary Instruction	118	95	150
Exclusively credit	118	95	150
Exclusively not-for-credit			
Combined credit/not-for-credit			
Instruction/research/public service	1	0	1
Research Staff	2	0	2
Public Service Staff			
Library and Student and Academic Affairs and Other Education Services Occupations SOC	11	2	12
Librarians, Curators, and Archivists SOC 25-4000	5	1	5
Archivists, Curators, and Museum Technicians SOC 25-4010	0	1	0
Librarians SOC 25-4020	5	0	5
Library Technicians SOC 25-4030			
Student and Academic Affairs and Other Education Services Occupations SOC 25-2000 + 25-3000 + 25-9000	6	1	6
Management Occupations SOC 11-0000	55	2	56
Business and Financial Operations Occupations SOC 13-0000	28	9	31
Computer, Engineering, and Science Occupations SOC 15-0000 + 17-0000 + 19-0000	16	3	17
Community, Social Service, Legal, Arts, Design, Entertainment, Sports and Media Occupations SOC 21-0000 + 23-0000 + 27-0000	33	9	36
Healthcare Practitioners and Technical Occupations SOC 29-0000	0	1	0
Service Occupations SOC 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	37	7	39
Sales and Related Occupations SOC 41-0000	1		1
Office and Administrative Support Occupations SOC 43-0000	41	7	43
Natural Resources, Construction, and Maintenance Occupations SOC 45-0000 + 47-0000 + 49-0000	9		9

**Number of staff by employment status and occupational category:  
Fall 2015**

Production, Transportation, and Material Moving Occupations SOC 51-0000 + 53-0000	1	2	2
--	---	---	---

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 2015-16**

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				
<b>All Ranks</b>	1		2	116	119	1,076	\$7,618,677	\$7,081
Professor	1			34	35	318	\$2,691,475	\$8,464
Associate professor				22	22	198	\$1,444,716	\$7,297
Assistant professor				39	39	351	\$2,235,642	\$6,369
Instructor			2	18	20	182	\$1,099,443	\$6,041
Lecturer				3	3	27	\$147,401	\$5,459
No academic rank								

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

Black Hills State University (219046)

Source	Description	Severity	Resolved	Options
<b>Screen: B1 - FT Non-instructional, Occupation - 3</b>				
Screen Entry	This number is outside the expected range of between 1 and 30 based on the prior year value. Please correct your data or explain. (Error #1387)	Explanation	Yes	
Reason:	Over the past year, we have added additional athletic programs, and bolstered our media/design and community service occupations due to expanded satellite campus locations and business operations.			
<b>Screen: E - PT Staff, Occupation and Tenure - 1</b>				
Screen Entry	This number is outside the expected range of between 1 and 30 based on the prior year value. Please correct your data or explain. (Error #1387)	Explanation	Yes	
Reason:	Institution underwent financial cutbacks. For retention priorities, there was a reduction in force for part-time tenure-track staff and restructure took place.			