UVM Employees Recent Trends and Comparisons

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Board of Trustees
Committee of the Whole

Presenters:
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History and Background

- Trends in number of base funded positions
- Trends in employee head counts across all units by levels
- Classification of employees in particular administrative positions vs. non-administrative positions (located in both academic and non-academic units)
- Benchmark data with similar institutions
Trends

- The total number of base funded positions has increased slightly (FY 2012 – 1085; FY 2014 – 1128, +43/+3.8%)

- The number of base funded positions in academic units has increased slightly (FY 2012 – 276; FY 2014 – 283, +7/+ 2.4%)

- The number of base funded positions in administrative units has increased slightly (FY 2012 – 809; FY 2014 – 844, +35/+4.1%)

- The number of Officers of Administration has remained constant over the last three years (FY 2012 – 54; FY 2014 – 53.6, same)
## Headcount Snapshots
### FY11(Q1) v. FY15(Q1)

<table>
<thead>
<tr>
<th>Category</th>
<th>FY11 (Q1)</th>
<th>FY15 (Q1)</th>
<th>Difference (FY15 - FY11)</th>
<th>Percentage Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total headcount</td>
<td>4555</td>
<td>4734</td>
<td>179</td>
<td>3.93%</td>
</tr>
<tr>
<td>Staff total</td>
<td>2302</td>
<td>2244</td>
<td>-58</td>
<td>-2.52%</td>
</tr>
<tr>
<td>Officers of Administration</td>
<td>56</td>
<td>44</td>
<td>-12</td>
<td>-21.43%</td>
</tr>
<tr>
<td>Faculty total</td>
<td>1421</td>
<td>1615</td>
<td>194</td>
<td>13.65%</td>
</tr>
<tr>
<td>Temporary employees</td>
<td>742</td>
<td>780</td>
<td>38</td>
<td>5.12%</td>
</tr>
<tr>
<td>Post doctoral</td>
<td>90</td>
<td>95</td>
<td>5</td>
<td>5.56%</td>
</tr>
<tr>
<td>Associates</td>
<td>64</td>
<td>76</td>
<td>12</td>
<td>18.75%</td>
</tr>
<tr>
<td>Fellows</td>
<td>26</td>
<td>19</td>
<td>-7</td>
<td>-26.92%</td>
</tr>
</tbody>
</table>
Snapshots
FY11(Q1) v. FY15(Q1)

• Faculty headcount is higher
  (FY 2011 – 1421; FY 2015 – 1615, +179/ +13.7)

• Staff headcount is lower
  (FY 2011 – 2302; FY 2015 – 2242, -58/ -2.5%)

• Officer of Administration headcount is lower
  (FY 2011 – 56; FY 2015 – 44, -12/ -21.4%)

• Temporary employee headcount is higher
  (FY 2011 – 742; FY 2015 780, +38/ +5.1%)
How does the University of Vermont compare to other universities?
Employee Comparisons

- Integrated Postsecondary Education Data System (IPEDS) used by the U.S. Department of Education is the comprehensive federal data source for comparisons and benchmarking across post-secondary institutions

- Historically, positions were reported in a small number of broad groupings: executive/administrative, professional, and non-professional positions

- Recently, IPEDS changed its HR survey reporting categories to reflect position functions, aligned with the Bureau of Labor Statistics and Standard Occupational Classification (BLS/SOC) taxonomy

- Prior “Executive/Administrative” category is now reflected as “Management” category

- UVM’s IPEDS reporting draws upon the UVM HR position classification system, also aligned with federal BLS/SOC classification and EEOC standards
UVM Headcount by IPEDS Position Category

- Postsecondary Teachers (Instruction, Research, Public Service combined): 38.7%
- Other Teachers & Instrl Support Staff: 7.7%
- Office & Administrative Support: 15.8%
- Business & Financial Operations: 6.0%
- Service: 6.9%
- Other: 11.0%
- Computer, Engineering, & Science: 11.0%
- Natural Resources, Construction, & Maint: 3.0%
- Comm Service, Legal, Arts & Media: 3.1%
- Management: 2.7%
- Research Staff - Post Doctoral: 2.1%
- Librarians: 0.7%
- Librarians: 0.5%
- Healthcare Practitioners & Technical: 1.9%
- Archivists, Curators, & Museum Technicians: 0.1%
- Production, Transp, & Sales & Related: 0.2%
- Management: 0.4%
UVM Big Picture:
Employee Headcount by UVM Organizational Group

Four Groups within UVM:

• **Academic Units** 2,484 (63.4%)

• **University Wide Academic Support Units** 320 (8.2%)

• **Administrative Units** 722 (18.4%)

• **Student Services Units** 391 (10.0%)

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• **Total 3,917**

• **2.7% (105) are in management positions at UVM overall across all four organizational groups**

(Source: IPEDS 2013, excludes GAs)
Breakdown of IPEDS Position Categories:
Headcount within Administrative Unit Group
(18.4% of UVM headcount)

- Business & Financial 91
- Community Services, Legal, Arts & Media 23
- Computer, Engineering & Science 65
- Healthcare Practitioners & Technical 14
- Management 44
- Natural Resources, Construction & Maintenance 106
- Office & Admin Support 123
- Other Teachers & Instructional Support 2
- Production, Transport & Material Moving 14
- Service (includes custodial) 240

(Source: IPEDS 2013, excludes GA’s)
Breakdown IPEDS Position Categories: Headcount within Academic Unit Group (63.4% of UVM headcount)

- Business & Financial 83
- Community Services, Legal, Arts & Media 28
- Computer, Engineering & Science 304
- Management 31
- Natural Resources, Construction & Maintenance 6
- Office & Admin Support 297
- Other Teachers & Instructional Support 141
- Postsecondary Teachers – Instruction 1,364
- Postsecondary Teachers – Public Service 23
- Postsecondary Teachers – Research 127
- Production, Transport & Material Moving 1
- Research Staff – Post Doctoral 79

Source: IPEDS 2013 – Data exclude GAs)
Comparisons by New “Administrative” IPEDS Categories
(FY 2013 “administrative” function/position categories FTE per 1,000 student FTE, U.S. research universities without a university-owned hospital that offer a medical degree, n=60)

<table>
<thead>
<tr>
<th></th>
<th>Management FTE</th>
<th>Business and Financial Operations FTE</th>
<th>Service FTE (inc. custodial, police)</th>
<th>Office and Administrative Support FTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>UVM</td>
<td>8.3</td>
<td>19.4</td>
<td>22.4</td>
<td>45.5</td>
</tr>
<tr>
<td>MEDIAN</td>
<td>17.6</td>
<td>20.4</td>
<td>21.2</td>
<td>37.4</td>
</tr>
</tbody>
</table>

*Office and Administrative Support is comprised largely of office/program/business support positions and business/accounting specialists. These positions are located across academic and non-academic units, as is the case for a number of management and business/financial operations positions.
Predictive Model Results

- However, many characteristics of a university can influence staffing levels, including:
  - Research activity/funding (expenditures)
  - Public/private control
  - Size (enrollment)
  - Offer a medical degree or not
  - Own a hospital

- Multiple regression provides a means to control for these factors and calculate a predicted value that can be compared to the actual value.

<table>
<thead>
<tr>
<th># U.S. research universities (complete data)</th>
<th>UVM Management FTE per 1,000 Student FTE Predicted</th>
<th>UVM Management FTE per 1,000 Student FTE Actual</th>
<th>Difference (FTE lower than predicted)</th>
</tr>
</thead>
<tbody>
<tr>
<td>170</td>
<td>11.98</td>
<td>8.27</td>
<td>3.71</td>
</tr>
</tbody>
</table>
Conclusions

Based on the most recent IPEDS data reported (2013) management positions for UVM (not including GA’s) overall:

- 2.7% (105) of employee positions at UVM overall (academic, academic support, students services, administrative unit groups) are in the “management” category (See Page 8)

- 44 of the 105 management headcount (1.1% of total headcount) are within the administrative unit group (See Page 9)

- 31 of the 105 management headcount (0.8% of total headcount) are within the academic unit group (See Page 10)

- The most current benchmarking and modeling results available (FY 2013) suggest that the number of management FTE at UVM per 1000 student FTE is below the median of similar research universities and below predicted (See Pages 11 and 12)
Conclusions

• In recent years, staffing levels (non-faculty) have remained relatively flat, including “officers of administration” (See Page 3)

• UVM, like all research universities, is a complex institution with multiple units and roles that support the academic mission, even units not categorized as “academic” (for example, custodial services and payroll are counted in the “administrative” category yet provide important services for the entire campus community) (See Page 9)

• UVM’s internally-tracked ratio of student FTE to general fund faculty FTE has decreased from 17.5 to 1 in FY10 to 15.4 to 1 in FY14

• IPEDS headcount-based, student-faculty ratio benchmarking indicates that UVM’s student-faculty ratio (16 to 1) is lower than the public research university median (18 to 1) and lower than our institutional comparator group median (17 to 1)