

## **UPDATED GUIDANCE ON CIP CODING OF FACULTY FOR CUPA SALARY SURVEYS & OTHER USES**

EIM Executive Director  
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This updated guidance supplements and replaces some of the CIP coding direction previously issued in 2003 and entitled, “Guidance for Database Management of the CIP Codes Assigned to KSU Faculty” (see [http://vic.kennesaw.edu/special\\_studies.aspx](http://vic.kennesaw.edu/special_studies.aspx)). The collapsing of some CIP codes into broad departmental groups is recommended for greater consistency with CIP coding practices elsewhere and in an effort to strengthen the usefulness of data analysis that draws upon CIP codes.

### **Fundamental Flaws of the CIP Coding of Faculty**

1. The CIP codes were developed to categorize individual instructional programs, not instructional faculty. The acronym, “CIP,” stands for “Classification of Instructional Programs.” The CIP coding scheme is a poor fit for the classification of faculty by discipline.
2. Using CIP codes to assign instructional faculty to a specific discipline-based category becomes problematic when: a) faculty members hold degrees from more than one CIP category; b) faculty members hold degrees from different, but relevant or related, academic disciplines to the programs in which they teach; c) faculty members hold degrees or specializations that do not have a direct match with a CIP code; and d) the disciplinary organization of CIP codes does not match the disciplinary organization of instructional programs and departments on a campus. All of these problematic conditions are encountered frequently on a university campus and contribute to imprecise or inaccurate disciplinary assignments of faculty based on CIP codes.
3. The CIP coding structure is highly complex and convoluted as well as redundant in some discipline areas. Those characteristics often lead to errors of CIP code assignment for programs and faculty, as well as inconsistent use of the codes from institution to institution and across time in the same institution. Such errors and inconsistencies contribute to data-quality issues that make the validity of institutional comparisons suspect.
4. Using the CIP scheme at its highest levels of differentiation (i.e., the 6-digit and some 4-digit levels) may give the appearance of increased precision, but the results of analysis from that use are often less reliable or valid than those based on simpler categorizations at the 2-digit level. Even at the 2-digit level of CIP coding, especially when CIP is crossed with the four categories of faculty rank in a salary survey, cell sample sizes of the number of faculty in a particular discipline at a particular rank at the university are frequently too small for average salaries to be meaningful or stable for valid comparisons.

## **Lessening Weaknesses in the CIP for the CUPA Faculty Salary Survey**

1. In most instances where a cross-disciplinary mix of faculty support a single program or department, the assignment of a faculty member's CIP code should be based more on his/her instructional department affiliation than the specific CIP categories of the degrees that person holds. Under these circumstances, the most general and inclusive of the 4-digit CIP codes for the discipline area/instructional department should be used (e.g., using 16.01 Foreign Languages & Literature, General for all of the faculty in the Department of Foreign Languages, regardless of their specific language specializations).
2. In most instances where a single department supports related degree programs, but the disciplinary division of the faculty along program lines is not clearly apparent nor readily determined, the most general and inclusive 4-digit CIP code for the related discipline areas/instructional department should be used (e.g., using 11.01 Computer and Information Systems, General for all of the faculty in the CS/IS Department).
3. In some cases, a discipline-specific 4-digit CIP is widely used among universities to categorize departmental/disciplinary groupings of faculty and is more appropriate to use than the most general and inclusive CIP code for that area (e.g., instead of using the general category of 52.01 Business for all faculty in the Coles College, we use 52.02 Business Administration, Management & Operations, 52.03 Accounting and Related Services, 52.08 Finance & Financial Management Services, and 52.14 Marketing, corresponding to the four principal departmental/disciplinary groupings commonly used here and elsewhere).

## **CIP Code Clean-up for CUPA's 2007 Faculty Salary Survey**

1. Move all faculty in the CS/IS Department to 11.01 Computer & Information Sciences, General. (11.04 and 11.07 are not typically used by comparators, and the department's faculty teaches across these programs and is not readily subdivided.)
2. Move all faculty in the Foreign Language Department to 16.01. (The language-specific codes of 16.03, 16.05, 16.09 and others are not widely used.)
3. Align all faculty in the Coles College according to their departmental/disciplinary home with one of the four commonly used disciplinary codes:
  - 52.02 Business Administration, Management & Operations
  - 52.03 Accounting & Related Services
  - 52.08 Finance & Financial Management Services

(Move 52.06 Managerial Economics into 52.08 since it is less widely used and is sometimes difficult to distinguish from financial management)

52.14 Marketing

(Move 52.01, 52.11, 52.13 and any other business codes into the appropriate group from the four listed above).

4. Move the faculty with CIP codes of 44.04 Public Administration and 44.99 Other (Conflict Mgt) to 45.10 Political Science (The Department of Political Science is the home for a cross-disciplinary mix of faculty who support one or more of these related programs.)
5. Move the faculty with a CIP code of 45.02 Anthropology to 45.07 Geography. (The Geography, GIS and Anthropology programs are interrelated and supported by a multi-disciplinary faculty in the Dept. of Geography and Anthropology.)
6. The codes that will not change from 2006 include the following:
  - 09.01 Communication & Media Studies
  - 13.04 Ed Administration & Supervision
  - 13.10 Special Education & Teaching
  - 13.12 Teacher Ed, Levels & Methods
  - 13.13 Teacher Ed, Subjects
  - 23.01 English, General
  - 24.01 General Studies
  - 26.01 Biology, General
  - 27.01 Mathematics, General
  - 31.05 Health & PE/Fitness
  - 38.01 Philosophy
  - 40.05 Chemistry, General
  - 40.08 Physics, General
  - 42.01 Psychology, General
  - 43.01 Criminal Justice & Corrections
  - 44.07 Social Work
  - 45.07 Geography
  - 45.10 Political Science
  - 45.11 Sociology
  - 50.05 Theater Arts
  - 50.07 Fine Art
  - 50.09 Music
  - 51.16 Nursing
  - 54.01 History
7. Any other faculty with other CIP codes that have crept into the 2007 database need to move to a retained departmental/disciplinary area code.