



COOPERATIVE INSTITUTIONAL RESEARCH PROGRAM  
at the HIGHER EDUCATION RESEARCH INSTITUTE AT UCLA

## Using Group Codes with the HERI Faculty Survey

We provide two group code variables (Group Code A, Group Code B) that allow institutions to compare specific subgroups of their faculty sample. They are typically used to identify faculty in different departments, or other affiliations on campus. The two group codes (Group Code A and Group Code B) allow you to identify up to 190 (95 per Group Code) unique subgroups of faculty.

A group code can be used in two ways:

- As an additional, permanent variable; you can use it to disaggregate data for additional internal analysis.
- HERI can produce a special report using these codes. This report comes in a format similar to the standard HERI Faculty Survey Institutional Profile. However, it provides a separate profile of each coded subgroup, as well as a total survey population profile.

Using group codes is optional. If you choose to utilize this option, please be sure to provide instructions regarding the appropriate codes to enter in the grid to your faculty. You will add your instructions to the portal website so that they will be included on the appropriate page in the web survey. Please be sure your instructions clearly state which number(s) should be entered for Group Code A and/or Group Code B. The boxes for Group Code A and/or Group Code B will appear at the bottom of the survey page after your instructions. Faculty will type in their Group Code based on your instructions.

If a campus wanted to examine results for faculty in different colleges at a large university, the group code instructions might look like this:

Please indicate which college you are affiliated with by writing in the appropriate number in the section marked Group Code A:

- 01 Liberal Arts
- 02 Life Sciences & Agriculture
- 03 Engineering & Physical Sciences
- 04 Health and Human Services
- 05 Whittington School of Business & Economics
- 06 Thompson School of Theatre