CRA Taulbee Survey: User Manual

VERSION 5 | October 2026



CRA
Computing Research Association

CRA Taulbee Survey

Changes from Previous System

Last year, CRA moved the annual Taulbee Survey to a platform called **Alchemer** to improve the user experience and simplify the data submission process. We have put together this document to explain the key changes you need to know for the new system and provide an overview of the Taulbee process.

Old System	New System
Survey opt-in. Academic units would let CRA know if they were participating in Taulbee Main and Taulbee Salary by signing into their account and clicking the "We will be participating" button.	**Pre-Registration Form.** Academic units opt-in to Taulbee by responding to an annual pre-registration form sent out to department chairs prior to the start of the Taulbee survey cycle. The **Pre-Registration Form** collects academic units' background information, contact information, and participation status. This ensures we have your academic unit's updated information from year to year.
User logins. Each user associated with a Taulbee-responding academic unit would need a login to opt-in and take the Taulbee survey.	**No login required!** Each portion of the Taulbee survey (Main and Salary) is sent through two independent links to the academic unit's Taulbee Data Liaison.
Multiple users could access the same section of a given survey simultaneously. This means that any staff member with a Taulbee login could input data to any section in the survey.	**Only one user at a time can submit data per section of a given survey.** Given there are no logins, the Taulbee Data Liaison must forward the section in a given survey's Section Navigator to the relevant staff member. Additional unit-level coordination is required if multiple people need to contribute to a single section at a time.
Downloading historical data through the portal. A Taulbee responding academic unit could login and download their historical data from a given year.	**Historical data is available via email upon request.**We still have your unit's historical data, although as a raw CSV/Excel format. Request your unit's data at **TaulbeeSurvey@cra.org**.

New Survey Logistics

This section will guide you through the new Taulbee Survey logistics since 2025. This new process helps us ensure that the correct survey links are sent to the right contacts, making data submission more streamlined.

To participate in this year's Taulbee survey, your academic unit must follow the following two-step process:

1. Filling out and submitting the **pre-registration form.**

2. After an academic unit submits this form and the surveys officially open, they will receive the links for Taulbee Main and/or Taulbee Salary. More details can be found in **Figure 1** and in the steps below.

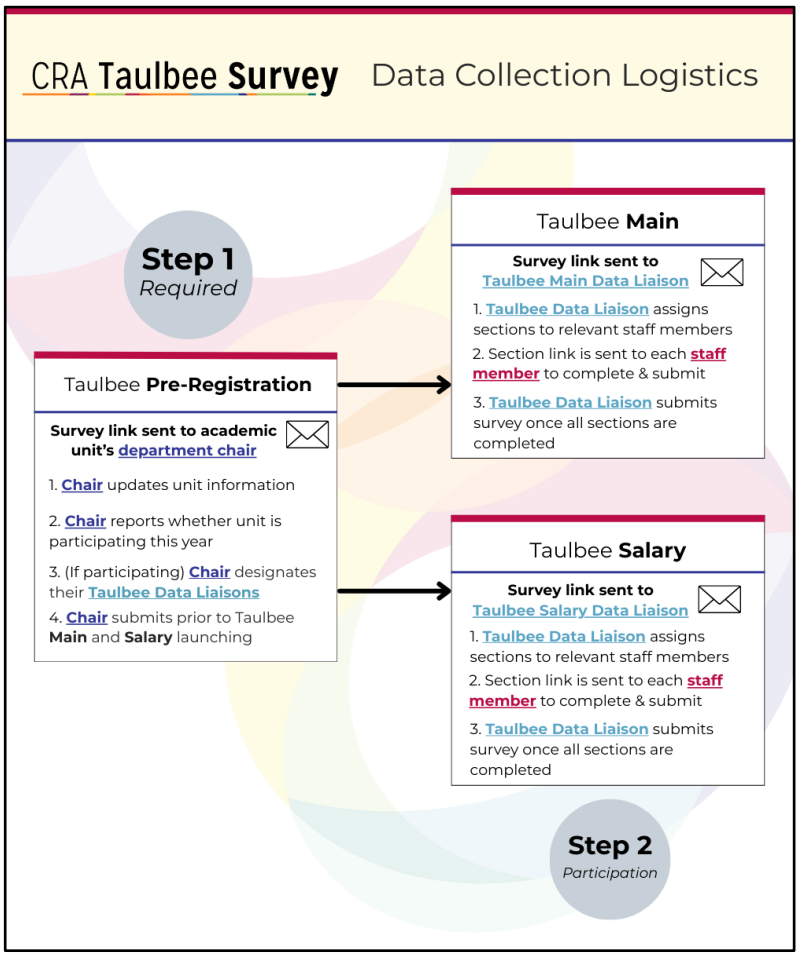


Figure 1. *CRA Taulbee Survey: New Data Collection Logistics*

On the next page, we will break down these steps in more detail so your unit has all the information needed to participate in this year's Taulbee surveys.

Step 1: Filling out and submitting the Taulbee pre-registration form

For your unit to participate in Taulbee, it is mandatory that they submit the Pre-Registration Form every year. The goal of the **Pre-Registration Form** is to obtain your unit's updated information so that we can send **Taulbee Main** and **Taulbee Salary** to the right contacts at your unit when these surveys launch.

This Pre-Registration Form is sent out to all associated department chairs so they can provide updates to the current department chair and the Taulbee Data Liaison regarding the survey.

Your academic unit's responses to this survey dictate whether your unit will receive the Taulbee Main and Taulbee Salary survey links and any associated reminders to take these surveys.

If your unit decides to not participate after submitting this form (stating you will participate this year), please unsubscribe from the Taulbee Main and Salary surveys individually.

Step 2: Participating in Taulbee Main and/or Taulbee Salary

This year, each unit will receive one survey link to each Taulbee survey they respond to. These individual survey links can be referred back to under the following conditions:

1. The survey is currently open and active
2. The survey using that link has not already been submitted

The **Taulbee Data Liaison** that will receive the Taulbee survey links this year will be in charge of distributing each section within that survey to each relevant staff member and submitting their academic unit's survey response. **Please note that only one section can be forwarded to one staff member for data entry.** Currently, multiple staff members cannot simultaneously provide data for a given section. This is due to the restrictions of the platform.

After each section is assigned, a section link will be forwarded to that person's email address. They should refer to this link when inputting data for that section. The assigned person should be the one inputting the data and submitting their assigned section on behalf of the academic unit. However, **it is ultimately the Taulbee Data Liaison's responsibility to oversee the submission process for their designated survey.**

Important: *It is the Taulbee Data Liaison's responsibility to distribute the sections to the relevant parties using the Section Navigator.* ***CRA cannot individually distribute sections to the appropriate contacts at your unit.***

The staff member should only click the **Next** button on their forwarded section when they are sure their data is complete. **Clicking the next button will automatically submit that section's data to your unit's overall survey response.** While the section can be forwarded again by the Data Liaison if needed, please try to avoid clicking the next button until you are sure the data is complete.

While we understand this is a change in how reporting is managed among academic units, please note that **we will still be providing data gathering documents** as we have in prior years to help aid the data collection process for your academic unit.

We highly recommend creating a collaborative version of the data gathering document for collecting data for sections of the survey so that a section's assigned staff member will have all the data for a given section at the time of entry. This may be unnecessary if you can evenly divide sections among staff members.

If your academic unit's Data Liaison submits the unit's entire survey and subsequently needs to edit the data submitted, please let us know at **TaulbeeSurvey@cra.org** and we can send you an edit link to your survey response.

Instructions for Taulbee Salary

This section provides instructions on using the new survey system, Alchemer, and how to upload your data. We have reorganized the Taulbee Salary survey for better clarity and added the ability to customize the faculty and doctoral student roles you will be reporting on. This customization removes irrelevant parts of the survey and streamlines your experience. We have highlighted important notes in boxes below.

Section A. Preliminary Questions

In Section A, your academic unit will be asked first whether it is reporting faculty salaries at the individual level or at the summary level. We will also ask you for your academic unit's full-time faculty size as of July of the current academic year.

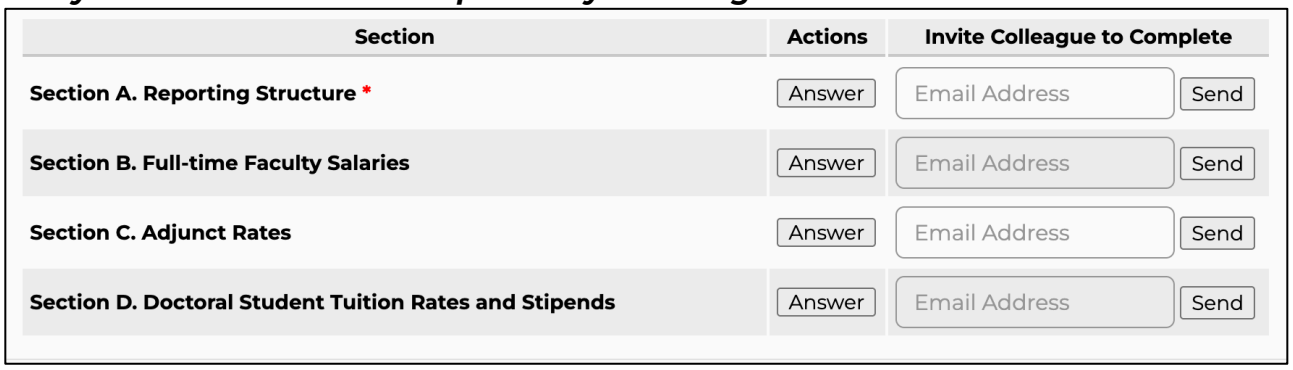
In this section, your unit will also need to define which faculty and doctoral student roles you will be reporting specific salary and tuition information for in the survey. These roles are defined in our new Taulbee definition guide (linked here).

Please note that **this section is required to be answered first, before you are directed to the Section Navigator to be able to forward section links to relevant staff members.** You can later update the answers in this section, but keep in mind it will impact the questions and options shown to you in other sections.

Section Navigator

The Section Navigator serves as the overarching table of contents for the entire survey. It allows the Data Liaison to quickly overview each section by clicking "Answer" to ensure it is complete and accurate before submitting the final survey.

The Section Navigator is also where the Data Liaison will be able to forward relevant sections to staff members within the given academic unit. ***It is imperative that before submitting the survey that the Data Liaison reviews each section of the survey to verify the data has been completed by the assigned staff member.***



Section	Actions	Invite Colleague to Complete
Section A. Reporting Structure *	Answer	Email Address Send
Section B. Full-time Faculty Salaries	Answer	Email Address Send
Section C. Adjunct Rates	Answer	Email Address Send
Section D. Doctoral Student Tuition Rates and Stipends	Answer	Email Address Send

Figure 2. *Taulbee Salary Section Navigator and Assignment of Colleagues to Sections*

Important: *It is critical that Data Liaisons* ***only ever assign one staff member per section.*** *Assigning only one staff member per section will ensure that the data recorded in any given section within your academic unit's survey response is accurate.*

Additionally, it may also be the case that for a given unit, the Taulbee Data Liaison will be the main data contributor for the survey, or will contribute to some sections. It is not necessary to use the *Invite Colleague to Complete* section if the Data Liaison will be inputting the data for any given section. If the Data Liaison fills in some information in a section and forwards the section to that staff member afterwards, their responses should be transferred.

Once the Data Liaison has inputted the staff member's email address in the box shown in **Figure 2** and has clicked "Send", that email address will receive an email invitation with a section link to complete that section. This section link is linked to your academic unit's survey response.

Important: *The staff member receiving a section link should only input the information asked of them only once they have all of the information.* ***Once they click "Next", the data from the section is submitted and the link they received via email will no longer be accessible.*** *While it is possible for the Data Liaison to send the link again to the relevant staff member for editing, this is the current best practice to ensure the data is accurately recorded.*

In the case that multiple staff members (other than the Data Liaison) ever need to supply data for one given section in the survey, *it is best to coordinate the data in a collaborative document prior to submitting the data.* **The Data Liaison should not try to enter the email address of one staff member, and then enter the email address of another staff member (to force two links to send) unless you are sure the first staff member will not contribute any data.** If you do not follow these instructions, we cannot guarantee that the data inputted will be correctly recorded.

Section B. Full-Time Faculty Salaries

You have two options in providing salary data for your academic unit. You can either provide us the individual-level salary data anonymously as a spreadsheet (i.e. Assistant Professor A makes $100,000 a year; Associate Professor B makes $120,000 a year; etc.)

You also have the option of providing us with the aggregate-level averages of specific roles in your unit, including the number of salaries you are including and what the average salary is of all individuals within that role. See below for more specifics.

Which faculty data should be reported?

Include only full-time, regular-status salaries (e.g., omit phased retirement, negotiated reduction, occasional adjuncts, etc). **Use salaries effective July 10, 2026.** If a faculty member is shared between departments, include them if they are 50% or more in your department. **Provide the entire salary, not just the portion funded by your department.** US institutions should provide faculty's 9-month salary in US dollars. Canadian institutions should provide faculty's 12-month salary in Canadian dollars.

Individual-Level Reporting

In section A, when you inform us that you will be providing the data at the individual-level, you will need to upload an Excel file using our template. *Please do not upload files that do not use this format.* **It is critical that you use the provided template for inputting data due to our data processing pipeline**. You can find the template **here**.

Instructions on how to use the template:

The template will consist of six columns. In **Figure 4**, you can find an example of what the template looks like. Most columns have data validation rules, which are underlined:

- **Internal Reference:** This can be anything you wish it to be in order to keep track of which salary belongs to which individual as you are inputting the data. While there are no data validation rules in this column, we please ask that you do not report any personally identifiable information in this column.

- **Role:** There is a list of options to choose from, which is different from our prior file upload requirement. The data validation rules will only allow you to choose from the following ranks: Assistant Professors, Associate Professors, Full Professors, Teaching Professors, Other Instructors, Researchers, and Postdoctorates.
- **Year Started in Role:** This is the year they started or were promoted to the given role. For instance, if an Assistant Professor was hired in 2012 and became an Associate Professor in 2017, their "Year Started in Role" value would be 2017. The data validation rules will only accept years between 1900-2026.
- **Salary:** Provide the salary as currency in US dollars or Canadian. US units: 9-month salary in US dollars; Canadian units: 12-month salary in Canadian dollars. Round up to the nearest dollar. The data validation rules in the Excel template will not accept decimal numbers.
- **New Hire:** Indicate whether the individual started in the current academic year as a Boolean value (TRUE for yes or FALSE for no). The data validation rules will not accept other string/text values
- *[NEW THIS YEAR*]* **New Hire Source:** If an individual is a new hire, indicate the type of hire this individual was. The options for this column are: Received PhD immediately prior to hire, completed a postdoc immediately prior to hire, came from another academic institution, came from industry, other, and N/A (should be used when information does not exist or is not applicable to the given individual).

When you input an individual's salary per row, there will be a list of options to choose from in the *Role* section. When you type in a *Role* that is not within the list of options, you will receive an error message as below.

Internal Reference	Role	Year Started in Role	Salary	New Hire
123456	Assistant Professor	2024	100,000	FALSE
123457	Associate Professor	2020	120,000	FALSE
123458	Full Professor	2025	150,000	TRUE
123459	Teaching Professor	2014	90,000	FALSE
123460	Other Instructor	2018	85,000	FALSE
123461	Postdoctorate	2025	75,000	TRUE

Figure 3. *Example data within the individual-level salary template.*

When you use a format that is not accepted by the template in each column, you will receive this error as well. Please follow the instructions above to avoid these errors.

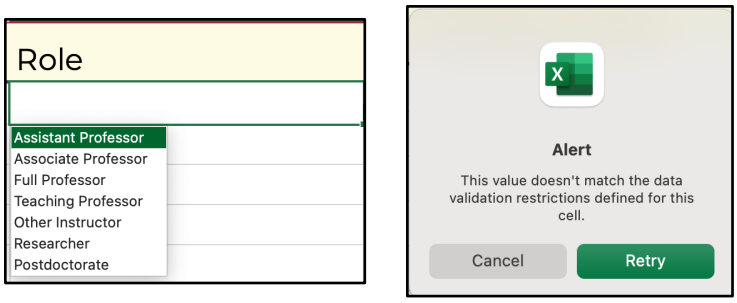
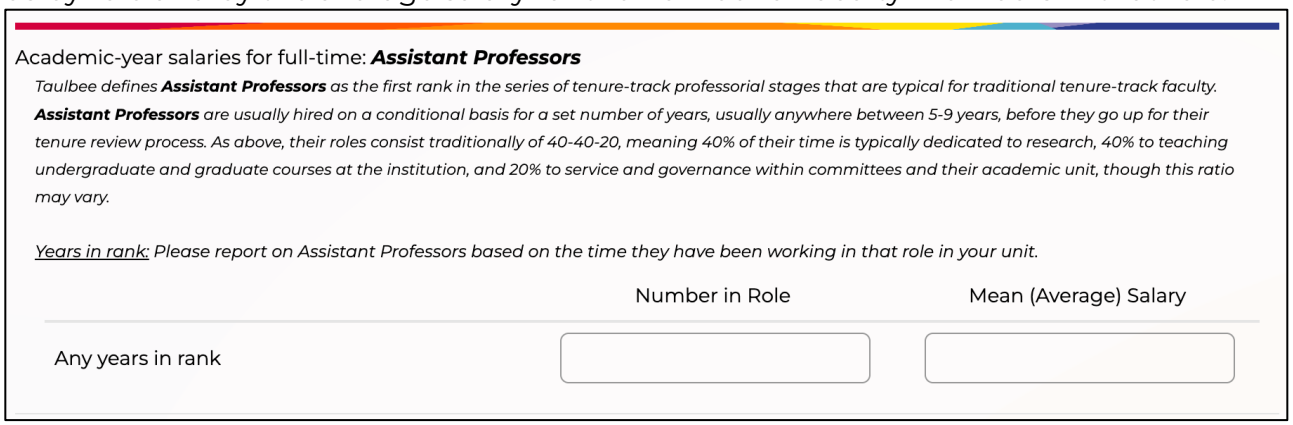


Figure 4. *Validation options & validation errors*

Summary Salary Reporting

The second way to report salary data for faculty within your academic unit is to provide it to us as averages from the pool of individuals you are reporting on. For instance, instead of supplying it to us for each individual faculty member, you would supply it to us by role and by the average salary for the number of faculty members in that role.


Academic-year salaries for full-time: ***Assistant Professors***

*Taulbee defines **Assistant Professors** as the first rank in the series of tenure-track professorial stages that are typical for traditional tenure-track faculty. **Assistant Professors** are usually hired on a conditional basis for a set number of years, usually anywhere between 5-9 years, before they go up for their tenure review process. As above, their roles consist traditionally of 40-40-20, meaning 40% of their time is typically dedicated to research, 40% to teaching undergraduate and graduate courses at the institution, and 20% to service and governance within committees and their academic unit, though this ratio may vary.*

Years in rank: Please report on Assistant Professors based on the time they have been working in that role in your unit.

	Number in Role	Mean (Average) Salary
Any years in rank		

Figure 5. *Example summary question for Assistant Professor faculty salaries.*

Only the roles that you supplied in Section A will show up in this section. If you don't see all of the relevant roles, please go back to Section A and ensure you have checkmarked all of the roles you will be provided salary information for.

Instructions for Taulbee Main

This section provides instructions on using the new survey system, Alchemer, and how to upload specific data as a spreadsheet. We have reorganized the Taulbee Main survey for better clarity and added the ability to customize the programs your unit will report on. This customization removes irrelevant parts of the survey and streamlines your unit's survey experience. We have highlighted important notes in boxes below.

Section A: Reporting Structure and Data Release

Please note that **this section is required to be answered first, before you are directed to the Section Navigator to be able to forward section links to relevant staff members.** You can later update the answers in this section, but keep in mind it will impact the questions and options shown to you in other sections.

The information you provide here will customize the subsequent sections to only show the questions relevant to your academic unit's specific programs. For instance, if you report that your unit has only a Computer Science (CS) undergraduate, master's, and doctoral program, the survey will automatically remove the grids for Computer Engineering and Information, saving you time by removing irrelevant sections and questions.

Section Navigator

As in Taulbee Salary, the **Section Navigator** is where the Data Liaison will be able to forward relevant sections to staff members within the given academic unit. Once the Data Liaison has inputted the staff member's email address in the box shown below in **Figure 6** and has clicked "Send", that email address will receive an email invitation with a section link to complete that section.

This section link is linked to your academic unit's survey response. **The staff member should input the information asked of them only once they have all of the information.** Once they click "Next", this submits the data in their section and the link they received via email will no longer be accessible. While it is possible for the Data Liaison to send the link again to the relevant staff member for editing, this is the current best practice to ensure the data is accurately recorded.

Important: *The staff member receiving a section link should only input the information asked of them only once they have all of the information.* ***Once they click "Next", the data from the section is submitted and the link they received via email will no longer be accessible.*** *While it is possible for the Data Liaison to send the link again to the relevant staff member for editing, this is the current best practice to ensure the data is accurately recorded.*

The Section Navigator also serves as the overarching table of contents for the entire survey. It allows the Data Liaison to quickly overview each section by clicking "Answer" to ensure it is complete and accurate before submitting the final survey. ***It is imperative that before submitting the survey that the Data Liaison reviews each section of the survey to verify the data has been completed by the assigned staff member.***

Section	Actions	Invite Colleague to Complete
Section A. Reporting Structure and Data Release *	Answer	Email Address Send
Section B. Other Department Questions	Answer	Email Address Send
Section C. PhD Degree Titles	Answer	Email Address Send
Section D. PhDs Awarded	Answer	Email Address Send
Section E. PhD Enrollment	Answer	Email Address Send
Section F. Other PhD Questions	Answer	Email Address Send
Section G1. Masters Degree Preliminary Questions	Answer	Email Address Send
Section G2. Masters Degree Titles	Answer	Email Address Send
Section H. Masters Degrees Awarded	Answer	Email Address Send
Section I. Masters Enrollment	Answer	Email Address Send
Section J. Other Masters Questions	Answer	Email Address Send
Section K. Bachelors Degree Titles	Answer	Email Address Send
Section L. Bachelors Degrees Awarded	Answer	Email Address Send
Section M. Bachelors Enrollment	Answer	Email Address Send
Section N. Other Bachelors Questions	Answer	Email Address Send
Section O. Faculty Positions	Answer	Email Address Send
Section P. Tenure/Tenure-Track Faculty Numbers	Answer	Email Address Send
Section Q. Non-Tenure-Track Faculty Numbers	Answer	Email Address Send
Section R. Newly Appointed Faculty	Answer	Email Address Send
Section S. Research Expenditures and Graduate Student Support	Answer	Email Address Send

Figure 6. *Taulbee Main Section Navigator and Assignment of Colleagues to Sections*

Additionally, it may also be the case that for a given unit, the Taulbee Data Liaison will be the main data contributor for the survey, or will contribute to some sections. It is not necessary to use the *Invite Colleague to Complete* section if the Data Liaison will be inputting the data for any given section. If the Data Liaison fills in some information in

a section and forwards the section to that staff member afterwards, their responses should be transferred.

Important: *It is critical that Data Liaisons* ***only ever assign one staff member per section.*** *Assigning only one staff member per section will ensure that the data recorded in any given section within your academic unit's survey response is accurate.*

Section D: Uploading PhDs Awarded Data

In Section D: PhDs Awarded, we will ask you about the number of PhDs awarded over the past academic year in your academic unit. Please identify the gender, ethnicity, current employment, and specialty area for each Ph.D. awarded last year (July 1, 2025 - June 30, 2026). Please make every effort to ascertain this information. Use the "Unknown" categories only as a last resort. **It is critical that you use the provided template for inputting data due to our data processing pipeline**. You can find the template **here**.

Instructions on how to use the template:

The template will consist of eight columns. Most columns have data validation rules, highlighted in yellow:

- **Internal Reference:** This can be anything you wish it to be in order to keep track of which data belongs to which individual as you are inputting the data. While there are no data validation rules in this column, **we please ask that you do not report any personally identifiable information in this column**.

- **Field:** Please provide the general field of the PhD degree awarded per individual. There is a list of options to choose from, which is different from our prior file upload requirement. The data validation rules will only allow you to choose from the following fields: Computer Science, Computer Engineering, and Information.

- **Gender:** Please provide the gender of the student who was awarded a given PhD. The data validation rules will accept the following categories: Male, Female, Other, and Gender Not Available.

- **Race/Ethnicity:** Please provide the race/ethnicity of the student who was awarded a given PhD. The data validation will accept the following categories: Nonresident, Resident Indigenous or Alaska Native not Hispanic, Resident Asian not Hispanic, Resident Black or African-American not Hispanic, Resident Native Hawaiian or Other Pacific Islander not Hispanic, Resident White Non-Hispanic, Resident More than one race Not Hispanic, Resident Hispanic or Latino any race, Resident, Race/Ethnicity Not Available, or Residency Status and Race/Ethnicity Not Available.

- **Employment Type:** Please provide the type of employment the PhD graduate entered into once they graduated. The data validation rules will accept the

following categories: PhD Dept Tenure Track, PhD Dept Teaching, PhD Dept Research, PhD Dept Postdoc, Other CS/CE/I Dept, Non CS/CE/I Dept, Industry Research, Industry Non-Research, Industry Postdoc, Industry Type Unknown, Government, Self-Employed, Unemployed, Other, and Unknown.

- **Employment Location:** Please provide the location where the PhD graduate received employment once they graduated. The data validation rules will accept the United States, Canada, India, China, EU Country, Other, and Unknown as options.

- **Primary Specialty & Secondary Specialty:** Please provide the primary and secondary specialty types of the PhD awarded. The data validation rules will accept the following options: Artificial Intelligence/Machine Learning, Computing Education, Databases/Information Retrieval, Graphics/Visualization, High Performance Computing, Human-Computer Interaction, Informatics: Biomedical/Other Science, Information Science, Information Systems, Networks, Operating Systems, Programming Languages/Compilers, Robotics/Vision, Scientific/Numerical Computing, Security/Information Assurance, Social Computing/Social Informatics/CSCW, Software Engineering, Theory and Algorithms, Other, Unknown.

When you type in any options that are not within a column's data validation list of options, you will receive an error message as in Figure 4 above. Be sure to use the options listed. If unsure of which options to select for a given degree, please reach out to the **TaulbeeSurvey@cra.org** email address to follow up.

Background & Compliance Statement

Background

CRA conducts several activities that support its members and the overall computing sector, e.g., providing professional development resources, informing policy makers and the public on matters that foster growth of computing research, and distributing facts and data of interest to the computing research community. The Taulbee Survey, which CRA has performed annually since 1974, has earned prominence as a carefully-structured and reliable source of industry data that is crafted with applicable safeguards. Each year a wide array of respondents choose to reply to the Taulbee survey, knowing that robust data enhances the validity of results and bolsters the survey's value to its full spectrum of users.

Invitation

CRA invites you to contribute to the computing community's valuable common knowledge base by completing the enclosed 2026 Taulbee survey form according to your institution's parameters for participation in such initiatives.

Compliance

CRA is committed to complying fully with applicable laws and regulations that protect privacy, equality, competition, and other pertinent standards. CRA seeks to protect the survey's many legitimate purposes by expecting universal commitment to such standards. CRA, a third-party survey administrator, takes due precautions to adhere to laws and ethical principles, such as:

- maintaining strict confidentiality of all submitted data, which shall not be disclosed in raw form to anyone;
- engaging a professional survey service to receive and process all data independently;
- soliciting historical salary data by position; and
- distributing in the Taulbee survey results (and any related report, publication, or presentation) only data that is aggregate, anonymous, and inclusive of numerous respondents in order to preclude identification of any individual data source.

CRA encourages community members to engage actively with your institution's resources, as appropriate, to complete the 2026 Taulbee Survey toward yielding widespread benefits for the global computing community.