American Association *of* **Colleges** *of* **Nursing**

The Voice of Academic Nursing

Faculty Instructions

AACN 2025 Annual Survey: Faculty Survey

In the following survey, you will be asked to report information on individual faculty members employed at your institution for academic year 2025-2026.

In the email inviting you to this survey, you received an attachment detailing your responses from last year's (2024) annual survey if your school participated. Please carefully review the information you provided last year and update faculty information as relevant (a change in rank, a change in tenure status, etc.). Only use the standard, specified variable values provided in the spreadsheet in Q4. Your submission will be considered incomplete if there is any deviation from these values. If a faculty member from last year has left your institution **please do not delete their record**. Instead update the 'status' variable from 'Active' to 'Left' and complete the separation type and

subsequent activity variables. You do not need to report a salary for faculty that have left. Once you have updated existing faculty members, please enter new faculty members as appropriate.

If your institution did not submit data last year please download the 'Blank Faculty Survey Sheet' and enter your faculty data into the sheet.

Please respond to **all** fields for each active faculty member.

All individuals holding full-time faculty appointments in your school of nursing, even if their salaries are paid by a number of revenue sources (inclusive of contracts and grants, practice revenue, or endowment funds) should be entered in this section.

Do not include the Dean/Chief Executive Officer of the School of Nursing (i.e., the Dean or other institutionally-determined title such as Director or Chair).

ONLY for institutions that did not complete the survey in 2024:

Click the link below to download a blank copy of the faculty survey sheet, which you will reupload later in the survey. You must reupload this file exactly. Any changes to column names, or the addition or subtraction of columns, will invalidate your response and your survey will be returned to you to revise. Your survey will considered incomplete until this is resolved.

Blank Faculty Survey Sheet

Click the link below to download the Variable Key defining and explaining the variables.

Variable Key

If you submitted faculty data in 2024 please click the link below to download the standard variable values you **must use** to update your existing faculty records and add new faculty members.

Faculty Survey Variable Values

Please upload your completed faculty sheet below, ensuring that all fields are filled for all active faculty

entered.

You must reupload this file exactly and as an .xlsx or .csv attachment. Any changes to column names, or the addition or subtraction of columns, will invalidate your response and your survey will be returned to you to revise. Your survey will considered incomplete until this is resolved.

Part-Time Faculty

Part-Time Faculty Information

Indicate the number of PART-TIME FACULTY for the current semester, quarter, or trimester. Include all who are not considered full-time faculty but hold a faculty appointment in the school of nursing and receive some compensation from the school's revenue sources.

Please use your institution-specific definition of part-time and full-time faculty.

Part-Time Nurse Faculty

Part-Time Non-Nurse Faculty

Block 2

Please share the contact information for the person who completed this survey below. Please enter one name and one email address only. When entering the name, enter in the order of first name and last name without title (For example, John Smith).

Additionally, if you have any comments, please include them below. Please enter N/A if you do not have any comments.

Name of the contact person for this survey

Title

Phone

Email

Do you have any additional
comments?

Block 3

Moving forward will submit your survey. **You will not be able to revise your answers without contacting the AACN IDS team at datarequest@aacnnursing.org.**

Please carefully review your responses prior to submission and thank you for your participation.

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