Executive Summary
In January 2006, CEPAC surveyed a random selection of classified staff as a follow up to its “Two Jobs” survey conducted in February 2004. Additional questions were asked this year to more accurately determine whether MSU classified employees working in Bozeman supplement their MSU salaries in order to meet their basic financial needs and, if so, how?

Participant Selection and Response
- Total Bozeman staff - 1028
- Random selection - 516
  - This represents roughly half the total of each EEO group: 46% of Skilled Crafts, 48% Secretarial/Clerical, 51% Service Maintenance and Classified Professional, and 52% of Technical Paraprofessional.
- **Response** – 327 or 63% (57% paper, 66% electronic) - 278 full time, 46 part time
  - Service Maintenance 39% of random selection responded
  - Skilled Crafts 83% of random selection responded
  - Technical Paraprofessional 53% of random selection responded
  - Secretarial Clerical 75% of random selection responded
  - Classified Professional 64% of random selection responded
  - It should be noted that staff members, not randomly selected, were so keen to participate that they offered information independently (not included here)!
- The age, sex, FTE, average years’ service, and longevity of the respondents were in direct proportion to the demographics of the total MSU classified workforce.
- Based upon the excellent response rate, and the participants’ demographics relative to the workforce as a whole, and the consistency of the answers given, the data may be considered indicative of the Bozeman classified staff as a whole.

Conclusions
1. 85% of full time staff supplement their MSU salary in some way.
2. 37% of full time staff work more than one paying job.
3. On average about 15 hours per week are spent in simultaneous employment.
4. Half of the full time staff in simultaneous employment is below the age of 46 with the largest proportion being between 30-45 years of age. Those working another job (38% male) remain roughly in gender proportion with the MSU classified workforce (36% male).
5. Full time staff working multiple jobs have worked at MSU an average of 8.6 years (the FY05 classified workforce average for .5FTE positions or greater was 8.28 years).
6. 57% of staff have some longevity and 28% have served MSU for 15 years or more (FY05 MSU classified workforce figures for .5FTE positions or greater are 53% and 20% respectively).
7. Participants were asked to indicate whether they utilized subsidies other than working another job (overtime, family overtime, loans, renting out rooms, enrolling for services). Many described additional subsidies categorized here as “other” and representing the 6th option. Such “other” suggestions included various means from reliance upon alimony to drawing upon savings, and from forced, strict domestic frugality to continued parental support.
   a. 81% of full time staff who work another job also utilize a combination of up to 4 of these other 6 subsidy choices
   b. 47% of full time staff deny working another job, but own to utilizing a combination of up to 4 of these other 6 subsidy choices
8. 15% of full time staff do not subsidize their MSU salary in any way.
9. Less than 1% of staff live within one mile of MSU. The average commute is 10 miles each way (median 4.5 miles).

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<td>Are you currently employed in more than one paying job?</td>
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<td>Do you subsidize your MSU salary in any way (including other paying jobs)?</td>
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<td>15%</td>
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<td>If NOT working another job, do you subsidize in other ways?</td>
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<td>If WORKING another job, do you also subsidize in other ways?</td>
<td>81%</td>
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Supplementing Staff Salaries:  
a CEPAC Survey, 2006

DEMOGRAPHICS
MSU classified total at 12/15/05  # randomly selected 516 staff were invited to participate:  Response:  % of total %of group 0verall response rate:  63%
262 service maintenance 134 51% 364 electronically 240 47% 66%
50 skilled crafts 23 46% 152 on paper† 87 17% 57%
226 techparaprofessional 118 52% 516 327
310 secretarial clerical 150 48% 720
180 classified professional 91 51%

"MSU classified total" (1,028) as supplied by Banner 12/15/06.
Other "workforce" demographics taken from a Fall 2005 snapshot of the personnel file showing 1,118 classified staff

Age/Sex by FTE

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*paper surveys sent to those identified as not regularly using email (mostly within serv maint, skilled crafts and those whose email address could not be located)
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av = 9.8 yrs  
MSU classified FY05 = 8.28 yrs  
FT staff av = 10 yrs

### Full Time Responses years' service at MSU & working another job?

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Longevity: survey 186 respondents 5+ yrs or 57% MSU classified total .5 FTE+ FY05 53%  
survey 90 respondents 15+ yrs or 28% MSU classified total .5 FTE+ FY05 20%
Supplementing Staff Salaries: 
a CEPAC Survey, 2006

WORKING MULTIPLE JOBS

Not everyone who answered yes to working more jobs, specified off campus hours.
Of 94 FT responses (as not all respondents specified # hours) average hours worked in other jobs were 15

Are you currently employed in more than one paying job?

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<td>37%</td>
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<td>37% 104</td>
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In a typical week how many paid hours do you work off campus?

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<td>40</td>
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<td>1</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

WORKING MULTIPLE JOBS and SUBSIDIZING SALARY IN OTHER WAYS

84 FT respondents with another job also utilize up to 6 other options:

<table>
<thead>
<tr>
<th>options:</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>6</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>34</td>
<td>27</td>
<td>16</td>
<td>7</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

FULL TIME RESPONSES age by do you work another job?

<table>
<thead>
<tr>
<th>age</th>
<th>Didn't answer</th>
<th>no</th>
<th>yes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Didn't answer</td>
<td>6</td>
<td>0</td>
<td>6</td>
</tr>
<tr>
<td>21-29</td>
<td>35</td>
<td>21</td>
<td>14</td>
</tr>
<tr>
<td>30-45</td>
<td>76</td>
<td>38</td>
<td>38</td>
</tr>
<tr>
<td>46-55</td>
<td>90</td>
<td>57</td>
<td>30</td>
</tr>
<tr>
<td>56+</td>
<td>66</td>
<td>45</td>
<td>21</td>
</tr>
</tbody>
</table>
RESPONDENTS SUBSIDIZING THEIR MSU CLASSIFIED SALARIES

<table>
<thead>
<tr>
<th>With overtime</th>
<th>Total</th>
<th>FT</th>
<th>Didn't answer</th>
<th>PT</th>
</tr>
</thead>
<tbody>
<tr>
<td>No</td>
<td>228</td>
<td>188</td>
<td>1</td>
<td>39</td>
</tr>
<tr>
<td>Yes</td>
<td>99</td>
<td>90</td>
<td>2</td>
<td>7</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Taking out loans (other than auto or mortgage)</th>
<th>Total</th>
<th>FT</th>
<th>Didn't answer</th>
<th>PT</th>
</tr>
</thead>
<tbody>
<tr>
<td>No</td>
<td>241</td>
<td>202</td>
<td>3</td>
<td>36</td>
</tr>
<tr>
<td>Yes</td>
<td>86</td>
<td>76</td>
<td>10</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Utilizing services (eg, food stamps, WIC, etc)</th>
<th>Total</th>
<th>FT</th>
<th>Didn't answer</th>
<th>PT</th>
</tr>
</thead>
<tbody>
<tr>
<td>No</td>
<td>307</td>
<td>259</td>
<td>3</td>
<td>45</td>
</tr>
<tr>
<td>Yes</td>
<td>20</td>
<td>19</td>
<td>1</td>
<td></td>
</tr>
</tbody>
</table>

Family members working overtime

<table>
<thead>
<tr>
<th>Total</th>
<th>FT</th>
<th>Didn't answer</th>
<th>PT</th>
</tr>
</thead>
<tbody>
<tr>
<td>No</td>
<td>197</td>
<td>170</td>
<td>2</td>
</tr>
<tr>
<td>Yes</td>
<td>130</td>
<td>108</td>
<td>1</td>
</tr>
</tbody>
</table>

Renting out rooms at home

<table>
<thead>
<tr>
<th>Total</th>
<th>FT</th>
<th>Didn't answer</th>
<th>PT</th>
</tr>
</thead>
<tbody>
<tr>
<td>ON</td>
<td>292</td>
<td>247</td>
<td>3</td>
</tr>
</tbody>
</table>

104 FULL TIME respondents reported subsidizing using multiple jobs and up to 6 other options:

<table>
<thead>
<tr>
<th>otherjob</th>
<th>1 option</th>
<th>2 options</th>
<th>3 options</th>
<th>4 options</th>
<th>5 options</th>
<th>6 options</th>
</tr>
</thead>
<tbody>
<tr>
<td>20 job only</td>
<td>34</td>
<td>27</td>
<td>16</td>
<td>7</td>
<td></td>
<td></td>
</tr>
<tr>
<td>84 job plus</td>
<td>68</td>
<td>45</td>
<td>19</td>
<td>2</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

7% subsidizing by working another job
30% subsidizing by working another job and utilizing other options
47% not working another job but utilizing other options
15% not subsidizing at all

100% 278 full time respondents

*The Six Option Definitions:
Overtime
Family overtime
Renting rooms
Loans
Services
Other:
- Alimony
- Carpooling
- Child support
- Domestic frugality
- Family support
- Gambling
- Parental support
- Second pension
- Self employed - counted as 2nd job when respondent admitted to working another job, but counted as "other" when respondent denied working another job
- Savings/investment income
- Spousal support