

Human Resources 2013-14

Institution: University of Missouri-St Louis (178420)

User ID: 29C0011

Overview

- **Old:** Key Reporting Concepts: gads 02-0000 + 03-0000 + 04-0000 + 05-0000 + 06-0000 + 07-0000 + 08-0000 + 09-0000 + 10-0000 + 11-0000 + 12-0000 + 13-0000 + 14-0000 + 15-0000 + 16-0000 + 17-0000 + 18-0000 + 19-0000 + 20-0000 + 21-0000 + 22-0000 + 23-0000 + 24-0000 + 25-0000 + 26-0000 + 27-0000 + 28-0000 + 29-0000 + 30-0000 + 31-0000 + 32-0000 + 33-0000 + 34-0000 + 35-0000 + 36-0000 + 37-0000 + 38-0000 + 39-0000 + 40-0000 + 41-0000 + 42-0000 + 43-0000 + 44-0000 + 45-0000 + 46-0000 + 47-0000 + 48-0000 + 49-0000 + 50-0000 + 51-0000 + 52-0000 + 53-0000 + 54-0000 + 55-0000 + 56-0000 + 57-0000 + 58-0000 + 59-0000 + 60-0000 + 61-0000 + 62-0000 + 63-0000 + 64-0000 + 65-0000 + 66-0000 + 67-0000 + 68-0000 + 69-0000 + 70-0000 + 71-0000 + 72-0000 + 73-0000 + 74-0000 + 75-0000 + 76-0000 + 77-0000 + 78-0000 + 79-0000 + 80-0000 + 81-0000 + 82-0000 + 83-0000 + 84-0000 + 85-0000 + 86-0000 + 87-0000 + 88-0000 + 89-0000 + 90-0000 + 91-0000 + 92-0000 + 93-0000 + 94-0000 + 95-0000 + 96-0000 + 97-0000 + 98-0000 + 99-0000 + 00-0000

- **Old:** Community Service, Legal, Arts, and Media Occupations

- **New:** Student and Academic Affairs and Other Education Services Occupations (25-2000 + 25-3000 + 25-9000)

- **Old:** Other Teaching and Instructional Support Occupations

One contract type category has been expanded:

- **New:** Multi-year or continuing or at-will contract
- **Old:** Multi-year contract

See the instructions for the **NEW Key Reporting Concepts** section -- basic reporting concepts that will assist you in completing the Human Resources component.

Resources:

To download the survey materials for this component: [Survey Materials](#)

- The IPEDS HR/SOC Information Center can be found at the following website: <http://nces.ed.gov/ipeds/resource/soc.asp>. (The resource center includes the IPEDS/SOC crosswalk, SOC information, the IPEDS HR/SOC Browse Tool, and web tutorials.

Data reporting reminders:

- Enter data on each displayed screen. If a screen is not applicable, enter at least one zero in a field on the screen.
- Report staff members difficult to categorize in the "Human Resources Survey Evaluation" box at the end of the survey.

To access your prior year data submission for this component: [Reported Data](#)

If you have questions about completing this survey, please contact the **IPEDS Help Desk at 1-877-225-2568**.

Human Resources Screening Questions

Does your institution have any part-time staff?

If you answer Yes

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Human Resources Screening Questions**Does your institution have a tenure system?**

If you answer Yes to this question, you will be provided the screens to report some data by tenure status.

	<input type="radio"/>	Yes		No
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Does your institution have graduate assistants?

If you answer Yes to this question, you will be provided the screens to report graduate assistants.

	<input type="radio"/>	Yes		No
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Did your institution hire any full-time permanent staff who were included on the payroll of the institution between July 1 and October 31, 2013 either for the first time (new to the institution) or after a break in service AND who were still on the payroll of the institution as of November 1, 2013? (Exclude persons who have returned from sabbatical leave and full-time instructional staff who are working less-than-9-month contracts.)

If you answer Yes to this question and your institution has 15 or more full-time staff, you will be provided the screens to report full-time permanent new hires in Part H.

	<input checked="" type="radio"/>	Yes		No
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Part A1 - Full-time Instructional Staff

**Number of Full-time Instructional Staff
With Faculty Status
Not on Tenure Track - Multi-Year or Continuing or At-will Contract**

As of November 1, 2013

- Report Hispanic/Latino individuals of any race as Hispanic/Latino
- Report race for non-Hispanic/Latino individuals only
- Include both Primarily Instruction and Instruction Combined with Research and/or Public Service

Gender and race/ethnicity	Academic Rank					No academic rank	Total
	Professors	Associate professors	Assistant professors	Instructors	Lecturers		
Men							
<u>Nonresident alien</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
<u>Hispanic/Latino</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
<u>American Indian or Alaska Native</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
<u>Asian</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
<u>Black or African American</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
<u>Native Hawaiian or Other Pacific Islander</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
<u>White</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Two or more races	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
<u>Race and ethnicity unknown</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Total men	0	0	0	0	0	0	0
Women							
Nonresident alien	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Hispanic/Latino	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
American Indian or Alaska Native	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Asian	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Black or African American	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Native Hawaiian or Other Pacific Islander	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
White	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Two or more races	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Race and ethnicity unknown	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
Total women	0	0	0	0	0	0	0
Total (men+women)	0	0	0	0	0	0	0
Total from prior year							

Part A1 - Full-time Instructional Staff

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Part A1 - Full-time Instructional Staff

**Number of Full-time Instructional Staff
Without Faculty Status
As of November 1, 2013**

- Report Hispanic/Latino individuals of any race as Hispanic/Latino
- Report race for non-Hispanic/Latino individuals only
- Include both Primarily Instruction and Instruction Combined with Research and/or Public Service

Gender and race/ethnicity	Without Faculty Status
Men	
<u>Nonresident alien</u>	<input type="text" value="0"/>
<u>Hispanic/Latino</u>	<input type="text" value="0"/>
<u>American Indian or Alaska Native</u>	<input type="text" value="0"/>
<u>Asian</u>	<input type="text" value="0"/>
<u>Black or African American</u>	<input type="text" value="0"/>
<u>Native Hawaiian or Other Pacific Islander</u>	<input type="text" value="0"/>
<u>White</u>	<input type="text" value="0"/>
Two or more races	<input type="text" value="0"/>
<u>Race and ethnicity unknown</u>	<input type="text" value="0"/>
Total men	0
Women	
Nonresident alien	<input type="text" value="0"/>
Hispanic/Latino	<input type="text" value="0"/>
American Indian or Alaska Native	<input type="text" value="0"/>
Asian	<input type="text" value="0"/>
Black or African American	<input type="text" value="0"/>
Native Hawaiian or Other Pacific Islander	<input type="text" value="0"/>
White	<input type="text" value="0"/>
Two or more races	<input type="text" value="0"/>
Race and ethnicity unknown	<input type="text" value="0"/>
Total women	0
Total (men+women)	0
Total from prior year	

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Part B1 - Full-time Non-instructional staff

**Number of Full-time Non-instructional Staff
by Occupational Category**

As of November 1, 2013

- Report Hispanic/Latino individuals of any race as Hispanic/Latino
- Report race for non-Hispanic/Latino individuals only

Gender and race/ethnicity	<u>Instructional Staff</u> (carried forward from Part A)	<u>Research staff</u>	<u>Public Service staff</u>
Men			
<u>Nonresident alien</u>	5	<input type="text" value="5"/>	<input type="text" value="1"/>
<u>Hispanic/Latino</u>	3	<input type="text" value="1"/>	<input type="text" value="0"/>
<u>American Indian or Alaska Native</u>	2	<input type="text" value="0"/>	<input type="text" value="0"/>
<u>Asian</u>	25	<input type="text" value="2"/>	<input type="text" value="1"/>
<u>Black or African American</u>	13	<input type="text" value="0"/>	<input type="text" value="0"/>
<u>Native Hawaiian or Other Pacific Islander</u>	1	<input type="text" value="0"/>	<input type="text" value="0"/>
<u>White</u>	172	<input type="text" value="8"/>	<input type="text" value="5"/>
Two or more races	0	<input type="text" value="0"/>	<input type="text" value="0"/>
<u>Race and ethnicity unknown</u>	1	<input type="text" value="0"/>	<input type="text" value="0"/>
Total men	222	16	7
Women			
Nonresident alien	5	<input type="text" value="1"/>	<input type="text" value="0"/>
Hispanic/Latino	3	<input type="text" value="0"/>	<input type="text" value="0"/>
American Indian or Alaska Native	1	<input type="text" value="0"/>	<input type="text" value="0"/>
Asian	18	<input type="text" value="0"/>	<input type="text" value="0"/>
Black or African American	22	<input type="text" value="0"/>	<input type="text" value="1"/>
Native Hawaiian or Other Pacific Islander	1	<input type="text" value="0"/>	<input type="text" value="0"/>
White	188	<input type="text" value="2"/>	<input type="text" value="9"/>
Two or more races	2	<input type="text" value="0"/>	<input type="text" value="1"/>
Race and ethnicity unknown	5	<input type="text" value="0"/>	<input type="text" value="0"/>
Total women	245	3	11
Total (men+women)	467	19	18
Total from prior year		20	18

Print Forms (data)

Race and ethnicity unknown	<input type="text" value="1"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Total women	116	30	32	117	10
Total (men+women)	212	47	99	167	16
Total from prior year	200	66	109	125	15

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Part C - Full-time summary non-medical**Summary of Full-time Non-medical School Staff****As of November 1, 2013**

Occupational category	With Faculty status					Without Faculty status	Total
	Tenured	On Tenure Track	Not on Tenure Track				
			Multi-year, continuing, or at-will contract	Annual contract	Less-than-annual contract		
Primarily Instruction	235	49	0	173	6	0	463
Exclusively credit	235	49	0	173	6	0	463
Exclusively not-for-credit	0	0	0	0	0	0	0
Combined credit/not-for-credit	0	0	0	0	0	0	0
Instruction/research/public service staff	2	0	0	2	0	0	4
Research staff	4	0	0	15	0	0	19
Public Service staff	0	0	0	18	0	0	18
Archivists, Curators, and Museum Technicians 25-4010	0	0	0	0	0	3	3
Librarians 25-4020	0	0	0	0	0	18	18
Library Technicians 25-4030	0	0	0	0	0	4	4
Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000	0	0	0	0	3	23	26
Management Occupations 11-0000	19	0	0	10	0	183	212
Business and Financial Operations Occupations 13-0000	0	0	0	0	0	47	47
Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000	0	0	0	13	0	86	99
Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000	0	0	0	0	0	167	167
Healthcare Practitioners and Technical Occupations 29-0000	0	0	0	2	0	14	16
Service Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000							116
Sales and Related Occupations 41-0000							3
Office and Administrative Support Occupations 43-0000							223

Natural Resources, Construction,		

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Part G - Salary outlays for non-instructional staff

**Salary Outlays
For Full-time Non-medical Non-instructional Staff**

Annual Salary Outlays, 2013-14


Occupational category	? Number of full-time staff (carried forward from previous screens)	? Total salary outlays
<u>Research staff</u>	19	1,366,500
<u>Public Service staff</u>	18	1,114,930
<u>Library and Student and Academic Affairs and Other Education Services Occupations</u> 25-4000 + 25-2000 + 25-3000 + 25-9000	51	2,290,268
<u>Management Occupations</u> 11-0000	212	18,265,148
<u>Business and Financial Operations Occupations</u> 13-0000	47	2,492,681
<u>Computer, Engineering, and Science Occupations</u> 15-0000 + 17-0000 + 19-0000	99	5,307,340
<u>Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations</u> 21-0000 + 23-0000 + 27-0000	167	7,009,093
<u>Healthcare Practitioners and Technical Occupations</u> 29-0000	16	688,396
<u>Service Occupations</u> 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	116	3,643,256
<u>Sales and Related Occupations</u> 41-0000	3	101,610
<u>Office and Administrative Support Occupations</u> 43-0000	223	7,475,230
<u>Natural Resources, Construction, and Maintenance Occupations</u> 45-0000 + 47-0000 + 49-0000	35	1,505,115
<u>Production, Transportation, and Material Moving Occupations</u> 51-0000 + 53-0000	6	238,826

Institution: University

Total (men+women)	0	0	0	119	119
Total from prior year				143	143

Print Forms (data)

Total women	9	1	26	37	1
Total (men+women)	14	5	35	52	1
Total from prior year	10	16	36	70	

Race and ethnicity unknown	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	5
Total women	19	5	55	9	0	492
Total (men+women)	44	9				

Part E - Part-time staff

Natural Resources, Construction, and Maintenance Occupations 45-0000 + 47-0000 + 49-0000	39
Production, Transportation, and Material Moving Occupations 51-0000 + 53-0000	5
Graduate Assistants	375
Teaching 25-1191	185
Research	148
Management Occupations 11-0000	0
Business and Financial Operations Occupations 13-0000	0
Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000	0
Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000	0
Library and Student and Academic Affairs and Other Education Services Occupations 25-4000 + 25-2000 + 25-3000 + 25-9000	42
Healthcare Practitioners and Technical Occupations 29-0000	0
Total	1,217

Print Forms (data)

<u>Race and ethnicity unknown</u>	<input type="text" value="1"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Total women	3	2	1	13	1
Total (men+women)	6	3	3	17	2

White	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="7"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	37
Two or more races	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="1"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	1
Race and						

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Human Resources Survey Evaluation

Were any staff members difficult to categoriz e? If so, please explain in the box below.

Healthcare Practitioners and Technical Occupations SOC 29-0000	16	1	16
Service Occupations SOC 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	116	44	131
Sales and Related Occupations SOC 41-0000	3	9	6
Office and Administrative Support Occupations SOC 43-0000	223	73	247

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Edit Report

Human Resources

University of Missouri-St Louis (178420)

Source	Description	Severity	Resolved	Options
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Screen: FT non-instructional by Tenure status and Occupation - 1

Upload File	This number is outside the expected range of between 1 and 30 based on the prior year value. Please correct your data or explain. (Error #1387)	Explanation	Yes	
Reason:	The previous research staff member is no longer assigned.			

Screen: PT staff by Occupation and R/E/G - 4

Upload File	This number is outside the expected range of between 34 and 68 based on the prior year value. Please correct your data or explain. (Error #1387)	Explanation	Yes	
Reason:	15 individuals had SOC change from 13-0000 to 43-0000.			
Upload File	This number is outside the expected range of between 1 and 30 based on the prior year value. Please correct your data or explain. (Error #1387)	Explanation	Yes	
Reason:	24 individuals had SOC change from 27-0000 to 47-0000.			