

Human Resources 2016-17

Institution: University of Missouri-St Louis (178420)

User ID: 29C0011

Overview

Human Resources Overview

Welcome to the IPEDS Human Resources (HR) survey component. The HR component collects important information about your institution's staff.

Data Reporting Reminders

- Report each employee only once. If an employee could be coded in more than one occupation, code the employee in the occupation that requires the highest level of skill OR if there is no measurable difference in skill requirements, code the employee in the occupation in which they spend the most time.
- Report staff members difficult to categorize (e.g., teaching institutions only) include all full-time, non-medical school, instructional staff - both with and without faculty status.

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

Resources:

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

- All staff must now be reported using the new IPEDS occupational categories, which align with the 2010 Standard Occupational Classification (SOC) codes. Additional information and resources can be found in the [IPEDS HR/SOC Information Center](#), including general information about the SOC, the IPEDS/SOC crosswalk, a SOC Browse Tool, frequently asked questions, and web tutorials.

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

Human Resources Screening Questions

<input type="radio"/>	

Part A1 - Full-time Instructional Staff by Academic Rank and Tenure Status - Tenured

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Print Forms (data)

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	34	49	0	0	0	0	83
Total (men+women)	101	99	0	0	0	0	200
Total from prior year							219

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Part A1 - Full-time Instructional Staff by Academic Rank and Tenure Status - On Tenure Track

**Number of Full-time Instructional Staff
With Faculty Status
On Tenure Track**

As of November 1, 2016

- 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

Men

Race/ethnicity	Academic Rank					No academic rank	Total
	Professors	Associate professors	Assistant professors	Instructors	Lecturers		
Nonresident alien	0	0	4	0	0	0	4
Hispanic/Latino	0	0	0	0	0	0	0
American Indian or Alaska Native	0	0	0	0	0	0	0
Asian	0	0	2	0	0	0	2
Black or African American	0	0	3	0	0	0	3
Native Hawaiian or Other Pacific Islander	0	0	0	0	0	0	0
White	0	2	12	0	0	0	14
Two or more races	0	0	0	0	0	0	0
Race and ethnicity unknown	0	0	0	0	0	0	0
Total men	0	2	21	0	0	0	23

Women

Race/ethnicity	Academic Rank					No academic rank	Total
	Professors	Associate professors	Assistant professors	Instructors	Lecturers		
Nonresident alien	0	0	3	0	0	0	3
Hispanic/Latino	0	0	0	0	0	0	0
American Indian or Alaska Native	0	0	0	0	0	0	0
Asian	0	0	4	0	0	0	4
Black or African American	0	0	4	0	0	0	4
Native Hawaiian or Other Pacific Islander	0	0	0	0	0	0	0
White	1	1	20	0	0	0	22
Two or more races	0	0	0	0	0	0	0

Race and ethnicity unknown	0	0	2	0	0	0	2
	1	1	33	0	0	0	35
	1	3	54	0	0	0	58
Total from prior year							

Race and ethnicity unknown	0	0	0	0	0	0	0
	0	0	0	0	0	0	0
	0	0	0	0	0	0	0

Two or more races	0	000	2	0	0	0	2
Race and ethnicity unknown							

	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Total women							
Total (men+women)							
							5

**Number of Full-time Instructional Staff
 With Faculty Status
Not on Tenure Track - Indefinite duration contract**

As of November 1, 2016

- 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

	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Total womenTo	81,773	T11521	0 0 1 226				

**Number of Full-time Instructional Staff
Without Faculty Status
As of November 1, 2016**

- 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

_____	<input type="text"/>
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_____	<input type="text"/>
_____	<input type="text"/>
Total men	
	<input type="text"/>
	<input type="text"/>
	<input type="text"/>
	<input type="text"/>
	<input type="text"/>
	<input type="text"/>
	<input type="text"/>
	<input type="text"/>
	<input type="text"/>
Total women	
Total (men+women)	

Part A3 - Full-time Instructional Staff - Totals

Part B1 - Full-time Non-instructional Staff by Occupational Category

Occupational Category	Count
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Total (men+women)	426	13	12
Total from prior year	449	10	12

BA	2	5	2	3	1
BA/	0	0	0	0	0
BA	8	3	2	9	5
BA	1	0	1	1	0
BA	1	1	2	4	0
Total women	2	2	2	8	7
Total (men+women)	9	7	9	9	2
BA	203	84	92	198	13

Part B1 - Full-time Non-instructional Staff by Occupational Category

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

As of November 1, 2016

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

Occupational Category	0	10	20	30	40	50	60	70	80	90
Administrative	0	0	0	0	0	0	0	0	0	0
Business	1	0	0	0	0	1	1	1	1	2
Education	0	0	0	0	0	1	0	0	0	2
Health	0	0	0	0	0	0	0	0	0	2
Information	2	0	0	5	4	0	0	0	0	7
Legal	0	0	0	0	0	0	0	0	0	1
Life Sciences	3	1	4	2	2	0	0	0	0	8
Mathematics	0	0	0	0	0	0	0	0	0	2
Physical Sciences	1	0	1	1	1	0	0	0	0	0
Total men	9	1	0	3	3	5				

Occupational Category	0	10	20	30	40	50	60	70	80	90
Administrative	0	0	0	0	0	0	0	0	0	3
Business	3	0	4	0	0	0	0	0	0	0
Education	0	0	2	0	0	0	0	0	0	3

Total	16	0	0	39	0	0	570	625
Total from prior year	17	1		38	0		577	633

Part C - Full-time Summary

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Office and Administrative Support Occupations 43-0000		157	
Natural Resources, Construction, and Maintenance Occupations 45-0000 + 47-0000 + 49-0000		32	
Production, Transportation, and Material Moving Occupations 51-0000 + 53-0000		4	
Total		1,335	1,335 1,335

Part G - Average Salary by academic rank

Part G - Salary Outlays for Non-instructional Staff

	?	?

BA	<input type="text" value="2"/>	<input type="text" value="2"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="1"/>	5
BS	<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
MA	<input type="text" value="2"/>	<input type="text" value="0"/>	<input type="text" value="3"/>	<input type="text" value="8"/>	<input type="text" value="0"/>	3
MS	<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"/>	2
BA	<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"/>	3
Total women	5	2	3	8	1 8	
Total (men+women)	2	3	6	8	5 3	
MS	14	9	72	32	3	737

Print Forms (data)

Race and ethnicity unknown	5	4	4	13
Total women	102	70	43	215
Total (men+women)	170	115	66	351
Total from prior year	173	156	45	374

Part E - Part-time Staff by Occupational Category and Tenure Status

Occupational Category	Tenure Status	Count
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<u>Healthcare Practitioners and Technical Occupations</u> 29-0000	0	0	0	0	0	0	5	5
Total	10	0	0	8	431	0	76	525
Total from prior year	1	0		8	518		80	607

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Part F - Part-time Summary

Summary of Part-time Staff

As of November 1, 2016

Occupational category	With Faculty Status						Without Faculty Status	Total
	Tenured	On Tenure Track	Not on Tenure Track			Indefinite duration (continuing or at-will)		
			Multi-year	Annual contract	Less-than-annual contract			
Primarily Instruction	10	0	0	4	375	0	0	389
Exclusively credit	10	0	0	4	375	0	0	389
Exclusively not-for-credit	0	0	0	0	0	0	0	0
Combined credit/not-for-credit	0	0	0	0	0	0	0	0
Instruction/research/public service staff	0	0	0	0	3	0	0	3
Research staff	0	0	0	1	2	0	0	3
Public Service staff	0	0	0	1	27	0	0	28
Archivists, Curators, and Museum Technicians 25-4010	0	0	0	0	0	0	0	0
Librarians 25-4020	0	0	0	0	0	0	1	1
Library Technicians 25-4030	0	0	0	0	0	0	0	0
Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000	0	0	0	0	7	0	0	7
Management Occupations 11-0000	0	0	0	1	9	0	8	18
Business and Financial Operations Occupations 13-0000	0	0	0	0	0	0	10	10
Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000	0	0	0	1	8	0	17	26
Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000	0	0	0	0	0	0	35	35
Healthcare Practitioners and Technical Occupations 29-0000	0	0	0	0	0	0	5	5
Service Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000								12
Sales and Related Occupations 41-0000								3
								61

Office and Administrative Support Occupations 43-0000		
Natural Resources, Construction, and Maintenance Occupations 45-0000 + 47-0000 + 49-0000		36
Production, Transportation, and Material Moving Occupations 51-0000 + 53-0000		5
Graduate Assistants		351
Teaching 25-1191		170
Research		115
Other 11-0000, 13-0000, 15-0000, 17-0000, 19-0000, 21-0000, 23-0000, 27-0000, 25-4000, 25-4010, 25-4020, 25-4030, 25-2000, 25-3000, 25-9000, 29-0000		66
Total		993

Part H - New Hires, Full-time Instructional Staff by Tenure Status

Number of Newly Hired Full-time Permanent Instructional Staff

(Hired full-time between November 1, 2015 - October 31, 2016)

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

Part H - New Hires, Full-time Staff by Occupational Category

Number of Newly Hired Full-time Staff

(Hired full-time between November 1, 2015 - October 31, 2016)

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

Race/ethnicity	<u>Instructional Staff</u> (from Part H, screen 1)	<u>Research staff</u>	<u>Public Service staff</u>	<u>Library and Student and Academic Affairs and Other Education Services Occupations</u> 25-4000 + 25-2000 + 25-3000 + 25-9000
<u>Nonresident alien</u>	2	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
<u>Hispanic/Latino</u>	0	<input type="text" value="0"/>	<input type="text" value="1"/>	<input type="text" value="0"/>
<u>American Indian or Alaska Native</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
<u>Asian</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
<u>Black or African American</u>	1	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="1"/>
<u>Native Hawaiian or Other Pacific Islander</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
<u>White</u>	4	<input type="text" value="0"/>	<input type="text" value="1"/>	<input type="text" value="1"/>
<u>Two or more races</u>	0	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
<u>Race and ethnicity unknown</u>	2	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Total men	9	0	2	2

Print Forms (data)

Race and ethnicity unknown	2	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="1"/>
Total women	20	2	3	4
Total (men+women)	29	2	5	6

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"/>
White	<input type="text" value="8"/>	<input type="text" value="0"/>	<input type="text" value="2"/>	<input type="text" value="11"/>	<input type="text" value="2"/>
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"/>
Race and ethnicity unknown	<input type="text" value="1"/>	<input type="text" value="0"/>	<input type="text" value="1"/>	<input type="text" value="2"/>	<input type="text" value="0"/>
Total women	9	4	5	22	2
Total (men+women)	13	8	8	32	3

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Human Resources Survey Evaluation

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

Summary

Human Resources Component Summary

IPEDS collects important information regarding your institution. All data reported in IPEDS survey components become available in the IPEDS Data Center and appear as aggregated data in various Department of Education reports. Additionally, some of the reported data appears specifically for your institution through the College Navigator website and is included in your institution's Data Feedback Report (DFR). The purpose of this summary is to provide you an opportunity to view some of the data that, when accepted through the IPEDS quality control process, will appear on the College Navigator website and/or your DFR. College Navigator is updated approximately three months after the data collection period closes and Data Feedback Reports will be available through the Data Center and sent to your institution's CEO in November 2016.

Please review your data for accuracy. If you have questions about the data displayed below after reviewing the data reported on the survey screens, please contact the IPEDS Help Desk at: 1-877-225-2568 or ipedshelp@rti.org.

Edit Report

Human Resources

University of Missouri-St Louis (178420)

Source	Description	Severity	Resolved	Options
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Global Edits

Perform Edits	The sum of Instructors (Men) reported in the <9, 9, 10, 11, and 12 month categories must equal the total Instructors (Men) reported in part A. Please correct your data. (Error #1409)	Fatal	Yes	
Reason:	Overridden by administrator. They do total. Edit error incorrectly included <9 mo. in the sum. JI			

Screen: B2 - FT Non-instructional, Occupation and Tenure - 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:	There are no full-time non-instructional staff in this category to report this year.			

Screen: G - Salaries Worksheet

Perform Edits	The calculated total number of staff (men+women) in the Balance column of the Salaries Worksheet screen in Part G is greater than or equal to the number of full-time instructional staff reported on Less-than-annual contracts in Part A. The Balance column should only include staff whose annual salary covers fewer than 9 months worked. Please confirm that the data reported are correct. (Error #1390)	Confirmation	Yes	
Related Screens:	A2 - FT Instructional, Function, G - Salaries Worksheet			

Screen: D - Graduate Assistants

Upload File	This number is outside the expected range of between 30 and 60 based on the prior year value. Please correct your data or explain. (Error #1387)	Explanation	Yes	
Reason:	There was a net gain of 16 "Other" graduate students who were classified Research from the prior year.			