

Human Resources Screening Questions

Does your institution have any part-time staff?

If you answer **Yes** to this question, you will be provided the screens to report part-time staff.

Yes No

Did your institution hire any full-time permanent staff who were included on the payroll of the institution between July 1 and October 31, 2009 either for the *first time* or *after a break in service* AND who were still on the payroll of the institution as of November 1, 2009? (Exclude persons who have returned from sabbatical leave OR full-time staff who are working less-than-9-month contracts/teaching periods and whose primary responsibility is instruction, research, and/or public service.)

If you answer **Yes** to this question and your institution has 15 or more full-t

Screening questions - Method of reporting race and ethnicity for this component

Race/ethnicity question

Which method of reporting race and ethnicity will you use for this component?

jn NEW race/ethnicity categories (9 categories):

Notes:

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

Nonresident alien

Hispanic/Latino

American Indian or Alaska Native

Asian

Black or African American

Native Hawaiian or Other Pacific Islander

White

Two or more races

Race and ethnicity unknown

jn OLD race/ethnicity categories (7 categories):

Nonresident alien

Black, non-Hispanic

American Indian/Alaska Native

Asian/Pacific Islander

Hispanic

White, non-Hispanic

Race and ethnicity unknown

jn MIXTURE of new and old race/ethnicity categories (all 14 categories will show on each screen):

NEW categories:

Notes for NEW categories:

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

Hispanic/Latino

American Indian or Alaska Native

Asian/Pacific Islander

Hispanic

Part A - Employees by Assigned Position - Full-time staff

Number of full-time staff by faculty status and primary function/occupational activity

As of November 1, 2009

Primary function/ occupational activity (mutually exclusive categories)	Faculty status	Without faculty status	Total
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Part B - Employees by Assigned Position - Part-time staff

Number of part-time staff by faculty status and primary function/occupational activity

As of November 1, 2009

Faculty status

Primary function/
occupational activity
(mutually exclusive categories)

Without
faculty
status

Part D - Salaries - Full-time instructional staff by contract length/teaching period - Headcount

Number of full-time instructional staff by contract length/teaching period, gender, and academic rank

As of November 1, 2009

Gender and academic rank	Less-than-9-month	9/10-month	11/12-month	Total
Men				
Professors	<input type="text"/>	<input type="text" value="98"/>	<input type="text" value="12"/>	110
Associate professors	<input type="text"/>	<input type="text" value="81"/>	<input type="text"/>	81
Assistant professors	<input type="text"/>	<input type="text" value="50"/>	<input type="text" value="1"/>	51
Instructors	<input type="text"/>	<input type="text" value="3"/>	<input type="text" value="1"/>	4
Lecturers	<input type="text"/>	<input type="text" value="16"/>	<input type="text" value="2"/>	18
No academic rank	<input type="text"/>	<input type="text"/>	<input type="text" value="3"/>	3
Total men	0	248	19	267
Total men from prior year		257	23	
Women				
Professors	<input type="text"/>	<input type="text" value="9"/>	<input type="text" value="1"/>	10
Associate professors	<input type="text"/>	<input type="text" value="14"/>	<input type="text" value="2"/>	16
Assistant professors	<input type="text"/>	<input type="text" value="24"/>	<input type="text" value="1"/>	25
Instructors	<input type="text"/>	<input type="text" value="2"/>	<input type="text" value="2"/>	4
Lecturers	<input type="text" value="2"/>	<input type="text" value="9"/>	<input type="text"/>	11
No academic rank				

Part D - Salaries - Full-time instructional staff on 9/10-month contracts/teaching periods - Faculty status

**** Applicable to 4-year degree-granting institutions and above only ****

Number of full-time instructional staff on 9/10-month contracts/teaching periods by faculty status, gender, and academic rank

Gender and academic rank	As of November 1, 2009				Without faculty status	Total from Part D (Headcount screen)
	Faculty status					
	Tenured	On tenure track	Non-tenure	Term		
Men						
Professors	96			2		98
Associate Professors	75					

Part D - Salaries - Full-time instructional staff on 11/12-month contracts/teaching periods - Faculty status

**** Applicable to 4-year degree-granting institutions and above only ****

Number of full-time instructional staff on 11/12-month contracts/teaching periods by faculty status, gender, and academic rank

As of November 1, 2009

Gender and academic rank	Faculty status				Total from Part D (Headcount screen)
	Tenured	On tenure track	Not on tenure track/ no tenure system	Without faculty status	
Men					
Professors	12				12
Associate Professors					
Assistant Professors					

Part E - Salaries - Full-time instructional staff on 9/10-month contracts/teaching periods - Salary outlays

Salaries of full-time instructional staff on 9/10-month contracts/teaching periods by gender and academic rank

As of November 1, 2009

Gender and academic rank

Part E - Salaries - Full-time instructional staff on 11/12-month contracts/teaching periods - Salary outlays

Salaries of full-time instructional staff on 11/12-month contracts/teaching periods by gender and academic rank

As of November 1, 2009

Gender and academic rank	Total from Part D (Headcount screen)	Salary outlays
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Part F - Salaries - Full-time instructional staff on 9/10-month contracts/teaching periods - Fringe benefits

Fringe benefits of full-time instructional staff on 9/10-month contracts/teaching periods

As of November 1, 2009

Fringe benefits	Number covered	Expenditures	Average expenditures	Prior year Average expenditures
<u>Retirement plans (other than Social Security) - Vested within 5-years</u>	<input type="text"/>	<input type="text"/>		

Part F - Salaries - Full-time instructional staff on 11/12-month contracts/teaching periods - Fringe benefits

Fringe benefits of full-time instructional staff on 11/12-month contracts/teaching periods

As of November 1, 2009

Fringe benefits	Number covered	Expenditures	Average expenditures	Prior year Average expenditures
<u>Retirement plans (other than Social Security) - Vested within 5-years</u>				

Part G - Fall Staff - Full-time instruction/research/public service staff - Not on tenure track/no tenure system

Part G - Fall Staff - Full-time instruction/research/public service staff - Without faculty status

Number of full-time staff Without faculty status whose primary responsibility is instruction, research, and/or public service by gender and race/ethnicity

As of November 1, 2009

· **Report Hispanic/Latino individuals of any**

Institution: Missouri University of Science and Technology (178411)

User ID: 29C0011

Part G - Fall Staff - Full-time instruction/research/public service staff - Totals

Total number of full-time staff whose primary responsibility is instruction, research, and/or public service by gender and race/ethnicity

As of November 1, 2009

	Total men	Total women	Total (men+women)
<u>Nonresident alien</u>	43	12	55
<u>Hispanic/Latino</u>	5	1	6
<u>American Indian or Alaska Native</u>	0	0	0
<u>Asian</u>	53	7	60
<u>Black or African American</u>	3	1	4
<u>Native Hawaiian or Other Pacific Islander</u>	0	0	0
<u>White</u>	197	51	248
Two or more races	0	0	0
<u>Race and ethnicity unknown</u>	0	0	0
Total (must equal Part H (next part))	301	72	373

Part H - Fall Staff - Full-time instruction/research/public service staff by contract length/teaching period - Headcount

Number of full-time staff whose primary responsibility

Institution: Missouri University of Science and Technology

Part H - Fall Staff - Full-time
month contracts/teaching positions

Number of full-time staff on 11/12-month contracts in the areas of instruction, research, and/or public service

(Include all staff from

- Report Hispanic/Latino individuals
- Report race for non-Hispanic individuals

Gender and race/ethnicity Below \$30,000

Men

<u>Nonresident alien</u>	<input type="checkbox"/>	7
<u>Hispanic/Latino</u>	<input type="checkbox"/>	0
<u>American Indian or Alaska Native</u>	<input type="checkbox"/>	0
<u>Asian</u>	<input type="checkbox"/>	5
<u>Black or African American</u>	<input type="checkbox"/>	

Part I - Fall Staff - Full-time other professional (support/service) staff - Salary class intervals

Part I - Fall Staff - Full-time clerical and secretarial staff- Salary class intervals

Number of full-time clerical and secretarial staff by salary class intervals, gender, and race/ethnicity

As of November 1, 2009

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

Gender and race/ethnicity	Below \$20,000	20,000-29,999	30,000-39,999	40,000-49,999	50,000 and above	Total
Men						
Nonresident alien	<input type="text" value="0"/>	<input type="text" value="1"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	1
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"/>	0
American Indian or Alaska Native	<input type="text" value="0"/>	<input type="text" value="0"/>				

Part I - Fall Staff - Full-time skilled crafts staff - Salary class intervals

Number of full-time skilled crafts staff by salary class intervals, gender, and race/ethnicity

As of November 1, 2009

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

Gender and race/ethnicity	Below \$20,000	20,000- 29,999	30,000- 39,999	40,000- 49,999	50,000 and above	Total
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Men

<u>Nonresident alien</u>		0	0			
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Part I - Fall Staff - Full-time service/ma

**Part I - Fall Staff - Full-time staff (excluding instruction/research/public service staff)
- Totals**

**Total number of full-time staff by primary function/occupational activity, gender, and race/ethnicity
(excluding instruction/research/public service staff)**

As of November 1, 2009

Gender and race/ethnicity	Executive/ administrative/ managerial	Other professionals (support/service)	Technical and
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Part J - Fall Staff - Part-time professional staff

Number of part-time staff by primary function/occupational activity, gender, and race/ethnicity

As of November 1, 2009

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

Gender and race/ethnicity	<u>Staff whose primary responsibility is instruction, research, and/or public service</u>	<u>Executive/administrative/managerial</u>	<u>Other professionals (support/service)</u>
Men			
<u>Nonresident alien</u>		21	

Part J - Fall Staff - Part-time non-professional staff

Number of part-time staff by primary function/occupational activity, gender, and race/ethnicity

As of November 1, 2009

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

Gender and race/ethnicity	<u>Technical and paraprofessionals</u>	<u>Clerical and secretarial</u>	<u>Skilled crafts</u>	<u>Service/ Maintenance</u>
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"/>
<u>Hispanic/Latino</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="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"/>

Part J - Fall Staff - Graduate assistants and part-time grand total

Number of part-time staff by primary function/occupational activity, gender, and race/ethnicity

As of November 1, 2009

Part K - Fall Staff - Total number of staff

Total number of staff by employment status, gender, and race/ethnicity

As of November 1, 2009

Gender and race/ethnicity

Full-time
men

Full-time
women

Part L - Fall Staff - New hires - Full-time instruction/research/public service staff - Faculty status

Number of full-time permanent new hires whose primary responsibility is instruction, research, and/or public service by faculty status, gender, and race/ethnicity

(Hired full time between July 1 and October 31, 2009 and still on payroll of the institution as of November 1, 2009)

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

Gender and race/ethnicity	Faculty status		Without faculty status	Total
	<u>Tenured</u>			

Institution: Missouri University of Science and Technology (178411)

User ID: 29C0011

Part L - Fall Staff - New hires - Totals**Total number of full-time permanent new hires by gender and race/ethnicity****(Hired full time between July 1 and October 31, 2009 and
still on payroll of the institution as of November 1, 2009)**

	Total men	Total women	Total (men+women)
<u>Nonresident alien</u>	3	0	3
<u>Hispanic/Latino</u>	0	1	1
<u>American Indian or Alaska Native</u>	1	0	1
<u>Asian</u>	2	1	3
<u>Black or African American</u>	2	1	3
<u>Native Hawaiian or Other Pacific Islander</u>	0	0	0
<u>White</u>	12	19	31
Two or more races	0	0	0
<u>Race and ethnicity unknown</u>	0	0	0
Grand total	20	22	42

Human Resources Survey Evaluation

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

Explanation Report

Number	Source	Location	Description	Severity	Accepted
Global Edits					
1		Perform Edits	The average salary for one of the academic ranks in 11/12 month contracts 0, is not within the expected range between 72,459 and 108,687. Please fix or explain.	Explanation	Yes
Reason: There a no 11/12-month men Associate professors to report this year.					
2		Perform Edits	The average salary for one of the academic ranks in 11/12 month contracts 41,746, is not within the expected range between 51,502 and 77,252. Please fix or explain.	Explanation	Yes
Reason: Decrease in average is due to a loss of 1 higher paid men Lecturer over the year.					
Screen: Headcount					
3	Row 43 Column 5	Upload File	The number entered, 3, has an expected range of between 2 and 2. Please explain this difference.	Explanation	Yes
Reason: Due to the baseline from Fall 2007 being a low amount, a slight or modest increase over the year will be over the expected 25% range.					