



Human Resources Screening Questions

Did your institution hire any full-time permanent staff who were included on the payroll of the institution between July 1 and October 31, 2008 either for the *first time* or *after a break in service* AND who were still on

American Indian/Alaska Native

Asian/Pacific Islander

Hispanic

White, non-Hispanic

Categories used in BOTH New and Old:

Nonresident alien

Race and ethnicity unknown

Part A - Employees by Assigned Position - Full-time staff, non-medical school

Number of full-time staff (non medical) by faculty status and primary function/occupational activity

As of November 1, 2008

Primary function/ occupational activity (mutually exclusive categories)	Faculty status				Total
	Tenured	On tenure track	Not on tenure track/ no tenure system	Without faculty status	
Primarily instruction	299	130	210		639
Instruction/research/public service	7	7	59		73
Primarily instruction + Instruction/research/public service	306	137	269	0	712
Primarily research	2	1	45		48
Primarily public service	1	1	52		54
Primarily instruction + Instruction/research/public service + Primarily research + Primarily public service	309	139	366	0	814
Executive/administrative/managerial	27	1		217	245
Other professionals (support/service)				348	348
Technical and paraprofessionals				134	134
Clerical and secretarial				333	333
Skilled crafts				78	78
Service/Maintenance				157	157
Total full time (non medical)	336	140	366	1,267	2,109
Total from prior year	319	152	346	1,224	2,041

Part A - Employees by Assigned Position - Full-time staff, medical school

**** Applicable to institutions with M.D. or D.O. programs ****

Number of full

Part B - Employees by Assigned Position - Part-time staff, non-medical school

Number of part-time staff (non medical) by faculty status and primary function/occupational activity

As of November 1, 2008

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

Total number of staff by employment status and primary function/occupational activity

As of November 1, 2008

Primary function/occupational activity	Full-time	Full-time py	Part-time	Part-time py	Graduate assistants
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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, 2008

Gender and academic rank	Less-than-9-month	9/10-month	11/12-month	Total
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Men

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

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

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

As of November 1, 2008

Gender and academic rank	Faculty status			Total from Part D (Headcount screen)
	<u>Tenured</u>	<u>On tenure track</u>	Not on Without faculty status	

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

**** Applicable to 4-year degree-granting institutions 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, 2008

Gender and academic rank	Faculty status			Without faculty status	Total from Part D (Headcount screen)
	Tenured	On tenure track	Not on tenure track/ no tenure system		
Men					
Professors	11	1	5		17
Associate Professors	23	5	9		37
Assistant Professors	1	7	35		43
Instructors			3		3
Lecturers			14		14
No academic rank			15		15
Total men	35	13	81	0	129
Total men prior year				0	129
				82	
Women					
Professors					

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

**Part E - Salaries - Full-time instructional staff on 11/12-month contracts/teaching
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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, 2008

Fringe benefits	Number covered	Expenditures	Average expenditures	Prior year Average expenditures
<u>Retirement plans (other than Social Security) - Vested within 5-years</u>				
Retirement plans (other than Social Security) - Vested after 5-years	441	2,900,987	6,578	7,508

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, 2008

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"/>		
Retirement plans (other than Social Security) - Vested after 5-years	263	1,559,443	5,929	6,528
Medical/dental plans	230	1,246,548	5,420	5,191
Group life insurance	263	17,942	68	65
<u>Other insurance benefits (cafeteria plan, etc.)</u>	<input type="text"/>	<input type="text"/>		

Full-time instruction/research/public service staff - Tenured

with faculty status who are Tenured and whose primary responsibility is instruction,
service by academic rank, gender, and race/ethnicity

As of November 1, 2008

Professors	Associate professors	Assistant professors	Instructors	Lecturers	No academic rank	Total
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Part G - Fall Staff - Full-time instruction/research/public service staff - On tenure track

Number of full-time staff with faculty status who are On tenure track and whose primary responsibility is

Institution: University of Missouri-Kansas City (178402)

User ID: 29C0011

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, 2008

Gender and race/ethnicity	Total
Men	
<u>Nonresident alien</u>	<input type="text"/>
<u>Black, non-Hispanic</u>	<input type="text"/>
<u>American Indian/Alaska Native</u>	<input type="text"/>
<u>Asian/Pacific Islander</u>	<input type="text"/>
<u>Hispanic</u>	<input type="text"/>
<u>White, non-Hispanic</u>	<input type="text"/>
<u>Race and ethnicity unknown</u>	<input type="text"/>
Total men	0
Women	
<u>Nonresident alien</u>	<input type="text"/>
<u>Black, non-Hispanic</u>	<input type="text"/>
<u>American Indian/Alaska Native</u>	<input type="text"/>
<u>Asian/Pacific Islander</u>	<input type="text"/>
<u>Hispanic</u>	<input type="text"/>
<u>White, non-Hispanic</u>	<input type="text"/>
<u>Race and ethnicity unknown</u>	<input type="text"/>
Total women	0
Total (men+women)	0
Total from EAP	0

Institution: University of Missouri-Kansas City (178402)

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, 2008

	Total men	Total women	Total (men+women)
<u>Nonresident alien</u>	68	33	101
<u>Black, non-Hispanic</u>	33	37	70
<u>American Indian/Alaska Native</u>	3	0	3
<u>Asian/Pacific Islander</u>	81	44	125
<u>Hispanic</u>	16	17	33
<u>White, non-Hispanic</u>	473	390	863
<u>Race and ethnicity unknown</u>	1	1	2
Total (must equal Part H (next part))	675	522	1,197

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 is instruction, research, and/or public service by contract length/teaching period, gender, and race/ethnicity

(Include all staff from these functions, including those with and without faculty status.)

As of November 1, 2008

Gender and race/ethnicity

Less-than-9-month

Part H - Fall Staff - Full-time instruction/research/public service staff on 9/10-month contracts/teaching periods - Salary class intervals

Number of full-time staff on 9/10-month contracts/teaching periods whose primary responsibility is instruction, research, and/or public service by salary class intervals, gender, and race/ethnicity

(Include all staff from these functions, including those with and without faculty status.)

As of November 1, 2008

Part H - Fall Staff - Full-time instruction/research/public service staff on 11/12-month contracts/teaching periods - Salary class intervals

Part I - Fall Staff - Full-time executive/administrative/managerial staff - Salary class intervals

Number of full-time executive/administrative/managerial staff by salary class intervals, gender, and race/ethnicity

As of November 1, 2008

Gender and race/ethnicity	Below \$30,000	30,000-39,999	40,000-49,999	50,000-64,999	65,000-79,999	80,000-99,999	100,000 and above	Total
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Men

<u>Nonresident alien</u>	<input type="text" value="0"/>	<input type="text"/>
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Part I - Fall Staff - Full-time other professional (support/service) staff - Salary class intervals

Number of full-time other professional (support/service) staff by salary class intervals, gender, and race/ethnicity

As of November 1, 2008

Gender and race/ethnicity	Below \$30,000	30,000-39,999	40,000-49,999	50,000-64,999	65,000-79,999	80,000-99,999	100,000 and above	Total
Men								
Nonresident alien	1	1	0	1	0	0		3
Black, non-Hispanic	1	1	4	2	0	0		8
American Indian/Alaska Native	0	0	0	0	0	0		0
Asian/Pacific Islander	0	0	2	4	0	0		6
Hispanic	0	2	0	0	0	1		3
White, non-Hispanic	2	29	40	29	11	4		115
Race and ethnicity unknown	0							

Part I - Fall Staff - Full-time technical and paraprofessional staff - Salary class intervals

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

As of November 1, 2008

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						
<u>Nonresident alien</u>	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
<u>Black, non-Hispanic</u>	<input type="text"/>	<input type="text" value="7"/>	<input type="text" value="2"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	9
<u>American Indian/Alaska Native</u>	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	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, 2008

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						
<u>Nonresident alien</u>	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
<u>Black, non-Hispanic</u>	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="11"/>	<input type="text" value="3"/>	14
<u>American Indian/Alaska Native</u>	<input type="text"/>					

Part I - Fall Staff - Full-time service/maintenance staff - Salary class intervals

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

As of November 1, 2008

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						
<u>Nonresident alien</u>	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	0
<u>Black, non-Hispanic</u>	<input type="text"/>	<input type="text" value="28"/>				

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

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, 2008

Gender and race/ethnicity	Technical and paraprofessionals	Clerical and secretarial	Skilled crafts	Service/ Maintenance
Men				
<u>Nonresident alien</u>	0	0		1
<u>Black, non-Hispanic</u>	1	0		1
<u>American Indian/Alaska Native</u>	0	0		0
<u>Asian/Pacific Islander</u>	0	0		2
<u>Hispanic</u>	0	0		1
<u>White, non-Hispanic</u>	21	7		14
<u>Race and ethnicity unknown</u>	0	0		0
Total men	22	7	0	19
Women				
<u>Nonresident alien</u>	2	0		1
<u>Black, non-Hispanic</u>	10	14		5
<u>American Indian/Alaska Native</u>	0	1		0
<u>Asian/Pacific Islander</u>	2	1		2
<u>Hispanic</u>	2	0		3
<u>White, non-Hispanic</u>	37			

Part J - Fall Staff - Graduate assistants and part-time staff totals

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

As of November 1, 2008

Gender and race/ethnicity

Part K - Fall Staff - Total number of staff

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

Gender and race/ethnicity	As of November 1, 2008						
	Full-time men	Full-time women	Part-time men	Part-time women	Total men	Total women	
<u>Nonresident alien</u>		71	35	111	80	182	115
<u>Black, non-Hispanic</u>	110		249	17	66	127	315
<u>American Indian/Alaska Native</u>	4		5	2	4	6	9
<u>Asian/Pacific Islander</u>	91		65	19	30	110	95
<u>Hispanic</u>	31		69	15	19	46	88

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

Part L - Fall Staff - New hires - Full-time staff by position

Number of full-time permanent new hires by primary function/occupational activity, gender, and race/ethnicity

(Hired full time between July 1 and October 31, 2008 and

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, 2008 and still on payroll of the institution as of November 1, 2008)

	Total men	Total women	Total (men+women)
<u>Nonresident alien</u>	9	7	16
<u>Black, non-Hispanic</u>	9	14	23
<u>American Indian/Alaska</u> 9 9			

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
Screen: PT medical					
1	Row 16 Column 4	Upload File	The number entered, 36, has an expected range of between 17 and 31. Please explain this difference.	Explanation	Yes
Reason: Medical school hired on additional part-time research assistants.					
2	Row 16 Column 6	Upload File	The number entered, 43, has an expected range of between 21 and 37. Please explain this difference.	Explanation	Yes
Reason: Medical school hired on additional part-time research assistants.					
Screen: Headcount					
3	Row 25 Column 2	Upload File	The number entered, 6, has an expected range of between 3 and 5. 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.					
Screen: Faculty Status 9/10 mo					
4	Row 21 Column 7	Upload File	The number entered, 40, has an expected range of between 21 and 39. Please explain this difference.	Explanation	Yes
Reason: Reflects increase in the number of adjunct faculty hired within the past year.					
Global Edits					
5		Perform Edits	The total number of employees in EAP for part-time instruction/research/public service entered, 55, has an expected range of between 75 and 139. Please explain this difference.	Explanation	Yes
Reason: The reduction reflects a reclassification of campus Center for Academic					

Print Form(s)

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