

Institution: Missouri University of Science and Technology (178411)

User ID: 29C0011

### 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 the payroll of the institution as of November 1, 2008? (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-time staff, you will be provided the screens to report **full-time permanent new hires** in the **Fall Staff section (long version)**.*

jn      Yes       jn      No

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## 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

Black or African American

Native Hawaiian or Other Pacific Islander

White

Two or more races

American Indian/Alaska Native

Asian/Pacific Islander

Hispanic

White, non-Hispanic

**Categories used in BOTH New and Old:**

Nonresident alien

Race and ethnicity unknown

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**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, 2008**

Primary function/ occupational activity (mutually exclusive categories)	Faculty status				Total
	<u>Tenured</u>	<u>On tenure track</u>	Not on tenure track/ no tenure system	Without faculty status	
<u>Primarily instruction</u>					

**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, 2008**

Primary function/ occupational activity (mutually exclusive categories)	Faculty status				Total	Graduate assistants
	Tenured	On tenure track	Not on tenure track/ no tenure system	Without faculty status		
Primarily instruction			75		75	245
Instruction/research/public service			1		1	15
Primarily instruction + Instruction/research/public service	0	0	76	0	76	260
Primarily research			24		24	262
Primarily public service					0	4
Primarily instruction + Instruction/research/public service + Primarily research + Primarily public service	0	0	100	0	100	526
Executive/administrative/managerial				3	3	
Other professionals (support/service)				25	25	
Technical and paraprofessionals						

















**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, 2008**

**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, 2008				
Gender and academic rank	Number	Salary outlays	Average salary	Prior year Average salary
<b>Men</b>				
Professors	14	1,653,934	118,138	<b>112,948</b>
Associate professors	1	90,573	90,573	<b>91,963</b>
Assistant professors	1	60,000	60,000	<b>65,892</b>
Instructors	1	59,800	59,800	<b>57,488</b>
Lecturers	3	193,130	 64,377	<b>38,799</b>
No academic rank	3	159,954	 53,318	<b>44,060</b>
<b>Total men</b>	23	2,217,391		
<b>Women</b>				
Professors	2	289,989	144,995	<b>140,018</b>
Associate professors	2	146,094	 73,047	<b>59,676</b>
Assistant professors				<b>67,227</b>
Instructors	3	160,014	53,338	<b>50,913</b>
Lecturers				<b>42,580</b>
No academic rank				<b>60,000</b>
<b>Total women</b>	7	596,097		Total (men + women) 30

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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	312	2,334,067	7,481	<b>8,737</b>

**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"/>		

**Part G - Fall Staff - Full-time instruction/re**

**ff - Tenured**

Number of full-time staff with faculty status who are Tenured  
research, and/or public service by academic rank, gender

ability is instruction,

As of Novem

Gender and race/ethnicity	Professors	Associate professors	Assi prof	No academic rank	Total
<b>Men</b>					
Nonresident alien	6	2			8
Black, non-Hispanic	1	1			2
American Indian/Alaska Native	0	0			0
Asian/Pacific Islander	22	11			33
Hispanic	1				

**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 instruction, research, and/or public service by academic rank, gender, and race/ethnicity

**As of November 1, 2008**

Gender and race/ethnicity	Professors	Associate professors	Assistant professors	Instructors	Lecturers	No academic rank	Total
<b>Men</b>							
<u>Nonresident alien</u>	<input type="text"/>	<input type="text" value="0"/>	<input type="text" value="16"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	16



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

**Number of full-time staff with faculty status who are Not on tenure track and whose primary responsibility is instruction, research, and/or public service OR number of full-time staff whose primary responsibility is instruction, research, and/or public service and who work at an institution with No tenure system by academic rank, gender, and race/ethnicity**

**As of November 1, 2008**

Gender and race/ethnicity	Professors	Associate professors	Assistant professors	Instructors	Lecturers	No academic rank	Total
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**Men**

Nonresident alien

**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
<b>Men</b>	
<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"/>
<b>Total men</b>	<b>0</b>
<b>Women</b>	
<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"/>

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**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>	47	13	60
<u>Black, non-Hispanic</u>	3	1	4
<u>American Indian/Alaska Native</u>	0	0	0
<u>Asian/Pacific Islander</u>	49	6	55
<u>Hispanic</u>	5	1	6
<u>White, non-Hispanic</u>	204	51	255
<u>Race and ethnicity unknown</u>	0	0	0
<b>Total (must equal Part H (next part))</b>	<b>308</b>	<b>72</b>	<b>380</b>

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**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, incl**

**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,**



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**Part I - Fall Staff - Full-time executive/administrative/managerial staff by 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
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**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="1"/>
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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
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**Men**

Nonresident alien	0	0	1	1	0			2
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Black, non-Hispanic	1	1	1	2	0			5
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American Indian/Alaska



**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
<b>Men</b>						
<u>Nonresident alien</u>	0	0	0	0	0	0
<u>Black, non-Hispanic</u>	0	0	0	0	0	0
<u>American Indian/Alaska Native</u>	0	0	0	0	0	0
<u>Asian/Pacific Islander</u>	0	0	0	0	0	0
<u>Hispanic</u>	0	1	0	0	0	1
<u>White, non-Hispanic</u>	1	7	20	14	6	48
<u>Race and ethnicity unknown</u>	1					1



**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
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**Men**

Nonresident alien



**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
<b>Men</b>						
<u>Nonresident alien</u>	0	0	0	0		0
<u>Black, non-Hispanic</u>	0	3	0	1		4
<u>American Indian/Alaska Native</u>	0	2	0	0		2
<u>Asian/Pacific Islander</u>	0	1	0	0		1

**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**

**As of November 1, 2008**

Gender and  
race/ethnicity



**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
<b>Men</b>				
<u>Nonresident alien</u>	0	0	0	0
<u>Black, non-Hispanic</u>	0	1	0	1
<u>American Indian/Alaska Native</u>	0	0	0	0
<u>Asian/Pacific Islander</u>	0	0	0	0

**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

Subtotal



**Part K - Fall Staff - Total number of staff**

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

**As of November 1, 2008**

Gender and race/ethnicity	Full-time men	Full-time women	Part-time men	Part-time women	Total men	Total women
<u>Nonresident alien</u>		52	15			

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

Gender and race/ethnicity	Faculty status			Without faculty status	Total
	Tenured	On tenure track	Not on tenure track/ no tenure system		
<b>Men</b>					
<u>Nonresident alien</u>	1	2	9		12
<u>Black, non-Hispanic</u>	0	0	0		0
<u>American Indian/Alaska Native</u>	0	0	0		0
<u>Asian/Pacific Islander</u>	0	1	0		1

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



## 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
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**Screen: Headcount**

1	Row 25 Column 2	Upload File	The number entered, 3, has an expected range of between 2 and 2. Please explain this difference.	Explanation	Yes
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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.

**Global Edits**

2		Perform Edits	The average salary for one of the academic ranks in 11/12 month contracts 64377, is not within the expected range between 31040 and 46558. Please fix or explain.	Explanation	Yes
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Reason: Increase in average is due to a loss of 3 lower paid men Lecturers over the year.

3		Perform Edits	The average salary for one of the academic ranks in 11/12 month contracts 53318, is not within the expected range between 35248 and 52872. Please fix or explain.	Explanation	Yes
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Reason: Increase in average is due to a loss of 3 lower paid men with no academic rank over the year.

4		Perform Edits	The average salary for one of the academic ranks in 11/12 month contracts 73047, is not within the expected range between 47741 and 71611. Please fix or explain.	Explanation	Yes
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Reason: Increase in average is due to the gain of 1 higher paid women Associate professor over the year.

5		Perform Edits	The average salary for one of the academic ranks in 11/12 month contracts 0, is not within the expected range between 53782 and 80672. Please fix or explain.	Explanation	Yes
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Reason: There a no 11/12-month women Assistant professors to report this year.

6		Perform Edits	The average salary for one of the academic ranks in 11/12 month contracts 0, is not within the expected range between 34064 and 51096. Please fix or explain.	Explanation	Yes
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Reason: There a no 11/12-month women Lectures to report this year.

7		Perform Edits	The average salary for one of the academic ranks in 11/12 month contracts 0, is not within the expected range between 48000 and 72000. Please fix or explain.	Explanation	Yes
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Reason: There a no 11/12-month women with no academic rank to report this year.

**Global Edits**

The average expenditure for one of

8	Perform Edits	benefits in 11/12 month contracts 80, is not within the expected range between 42 and 78. Please fix or explain.	Explanation	Yes
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Reason: Significant increase is tied to salary increases associated with faculty promotions.

9	Perform Edits	The average expenditure for one of benefits in 11/12 month contracts 260, is not within the expected range	Explanation	Yes
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Reason: Significant increase is tied to salary increases associated with faculty promotions.9





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