IPED

2020-21 Data Collection System

IPEDS HELP DESK (877) 225-2568 | ipedshelp@rti.org
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User ID: 29C0011

Human Resources 2020-21

Institution: University of Missouri-Columbia (178396)

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 data to accurately reflect the time period corresponding with the IPEDS survey component, even if such reporting is seemingly inconsistent with prior-year reporting. For example, if a summer term began later than usual due to Coronavirus Pandemic postponements, continue to report using the timeframes as defined in the IPEDS instructions. NCES expects that some data reported during the 2020-21 data collection year will vary from established prior trends due to the impacts of Coronavirus Pandemic. If an error edit is triggered even when submitting accurate data, please indicate in the corresponding context box or verbally to the Help Desk that the seemingly inconsistent data are accurate and reflect the effects of Coronavirus Pandemic.
- 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 in the "Human Resources Survey Evaluation" box at the end of the survey.
- Enter data on each displayed screen. If a screen is not applicable, enter at least one zero in a field on the screen and save before continuing.
- When reporting salary data (applicable to degree-granting 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.

Changes to reporting for 2020-21

There are no changes for this 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 2018 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.

Human Resources Screening Questions

Does your institution have any <u>part-time</u> staff?

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

Part A1 - Full-time Instructional Staff - Without Faculty Status

Number of Full-time Instructional Staff Without Faculty Status

As of November 1, 2020

- 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
- Include both medical school and non-medical school staff

Men

Race/ethnicity	Without Faculty Status
Nonresident alien	0
Hispanic/Latino	0
American Indian or Alaska Native	0
Asian	0
Black or African American	0
Native Hawaiian or Other Pacific Islander	0
White	0
Two or more races	0
Race and ethnicity unknown	0
Total men	**0**

Women

Race/ethnicity	Without Faculty Status
Nonresident alien	0
Hispanic/Latino	0
American Indian or Alaska Native	0
Asian	0

Part A2 - Full-time Instructional Staff by Function

Number of Full-time Instructional Staff

As of November 1, 2020

- Report Primarily Instruction and Instruction combined with Research and/or Public Service separately, as indicated below

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

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

As of November 1, 2020

- Report Hispanic/Latino individuals of any race as Hispanic/Latino
- Report race for non-Hispanic/Latino individuals only
- Include both medical school and non-medical school staff

Men

Race/ethnicity	Instructional Staff (carried forward from Part A)	Research staff	Public Service staff
Nonresident alien	72	11	1
Hispanic/Latino	41	1	2
American Indian or Alaska Native	4	0	0
Asian	168	25	

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

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

As of November 1, 2020

- Report Hispanic/Latino individuals of any race as Hispanic/Latino
- Report race for non-Hispanic/Latino individuals only
- Include both medical school and non-medical school staff

Men

Race/ethnicity	Archivists, Curators, and Museum Technicians 25-4010	Librarians and Media Collections Specialists 25-4020	Library Technicians 25-4030	

Part B2 - Full-time Non-instructional Staff by Occupational Category and Tenure Status

Number of Full-time Non-instructional Staff
As of November 1, 2020

Non-medical school staff

Occupational category	With Faculty Status						Without Faculty Status	Total
				Not on Tenure Track				
	Tenured	On Tenure Track	Multi-year	Annual contract	Less-than-annual contract	Indefinite duration (continuing or at-will)		
Research staff	0	0	0	54	0	0	0	**54**
Public Service staff	0	0	0	123	0	0	0	**123**
Archivists, Curators, and Museum Technicians 25-4010	0	0	0	0	0	0	9	**9**
Librarians and Media Collections Specialists 25-4020	0	0	0	0	0	0	39	**39**
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	0	0	149	**149**
Management Occupations 11-0000	41	0	0	0	0	0	390	**431**
Business and Financial Operations Occupations 13-0000	0	0	0	0	0	0	438	**438**
Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000	0	0	0	0	0	0	966	**966**
Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000	0	0	0	0	0	0	560	**560**
Healthcare Practitioners and Technical Occupations 29-0000	0	0	0	0	0	0	187	**187**
Total	**41**	**0**	**0**	**177**	**0**	**0**	**2,738**	**2,956**
Total from prior year	112	22		203	0		3,015	3,352

Medical school staff

Occupational category	With Faculty Status						Without Faculty Status	Total
				Not on Tenure Track				
	Tenured	On Tenure Track	Multi-year	Annual contract	Less-than-annual contract	Indefinite duration (continuing or at-will)		
Research staff	0	0	0	41	0			

Part B2 - Full-time Non-instructional Staff by Occupational Category and Tenure Status

Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000	0	0	0	0	0	0	187	**187**
Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000	0	0	0	0	0	0	54	**54**
Healthcare Practitioners and Technical Occupations 29-0000	0	0	0	0	0	0	370	**370**
Total	**2**	☑ **0**	**0**	**50**	**0**	**0**	**824**	**876**
Total from prior year	22	9		64	0		772	867

Part B2 - Full-time Non-instructional Staff by Medical School Status

Number of Full-time Non-instructional Staff
As of November 1, 2020

Occupational category	Total (carried forward from Part B1)	Non-medical school staff	Medical school staff
Service Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	**504**	504	0
Sales and Related Occupations 41-0000	**29**		

Part C - Full-time Summary

Summary of Full-time Non-medical School Staff
As of November 1, 2020
- Data will not be generated on this screen until the relevant screens in the previous section have been completed.

Occupational category	With Faculty Status						Without Faculty Status	Total
	Tenured	On Tenure Track	Not on Tenure Track					
			Multi-year	Annual contract	Less-than-annual contract	Indefinite duration (continuing or at-will)		
Primarily Instruction	637	220	0	494	3	0	0	**1,354**
Exclusively credit	637	220	0	494	3	0	0	**1,354**
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	0	0	0	**0**
Research staff	0	0	0	54	0	0	0	**54**
Public Service staff	0	0	0	123	0	0	0	**123**
Archivists, Curators, and Museum Technicians 25-4010	0	0	0	0	0	0	9	**9**
Librarians and Media Collections Specialists 25-4020	0	0	0	0	0	0	39	**39**
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	0	0	149	**149**
Management Occupations 11-0000	41	0	0	0	0	0	390	**431**
Business and Financial Operations Occupations 13-0000	0	0	0	0	0	0	438	**438**
Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000	0	0	0	0	0	0	966	**966**
Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000	0	0	0	0	0	0	560	**560**
Healthcare Practitioners and Technical Occupations 29-0000	0	0	0	0	0	0	187	**187**
Service Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000								**504**
Sales and Related Occupations 41-0000								**29**
Office and Administrative Support Occupations 43-0000								**856**
Natural Resources, Construction, and Maintenance Occupations 45-0000 + 47-0000 + 49-0000								**255**
Production, Transportation, and Material Moving Occupations 51-0000 + 53-0000								**109**
Total								**6,063**

Part C - Full-time Summary Medical school staff

Summary of Full-time Medical School Staff

As of November 1, 2020

• Data will not be generated on this screen until the relevant screens in the previous section have been completed.

Occupational category		With Faculty Status						Without Faculty Status	Total
		Tenured	On Tenure Track	Not on Tenure Track					
				Multi-year	Annual contract	Less-than-annual contract	Indefinite duration (continuing or at-will)		
Primarily Instruction		120	40	0	419	0	0	0	**579**
	Exclusively credit	120	40	0	419	0	0	0	**579**

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Part G2 - Salary Outlays for Instructional Staff

Salary Outlays for Full-time Non-medical School Instructional Staff

Annual Salary Outlays, 2020-21

- Report the TOTAL ANNUAL salary outlays for the full-time Non-medical School instructional staff reported in the 12 months, 11 months, 10 months, and 9 months columns on the previous screen, Part G1 – Salaries Worksheet
- Using the TOTAL ANNUAL salary outlays data provided, the system will calculate the Equated 9 months by academic rank and gender.

Men

Gender and academic rank	Total staff for salary reporting (from Part G, screen 1)	🛈 Salary Outlays				
		12 months	11 months	10 months	9 months	🛈 Equated 9 months
Professors	282	13,748,835	0	0	27,747,931	**38,059,557**
Associate professors	230	6,041,377	0	0	16,288,743	**20,819,776**
Assistant professors	163	4,159,524	0	0	11,313,757	**14,433,400**
Instructors	50	1,616,274	0	0	1,298,956	**2,511,162**
Lecturers	2	0	0	0	128,599	**128,599**
No academic rank	0	0	0	0	0	**0**
Total men	**727**	**25,566,010**	**0**	**0**	**56,777,986**	**75,952,494**

Women

Gender and academic rank	Total staff for salary reporting (from Part G, screen 1)	🛈 Salary Outlays				
		12 months	11 months	10 months	9 months	🛈 Equated 9 months
Professors	119	5,085,075	0	0	9,574,866	**13,388,672**
Associate professors	184	4,696,744	0	0	11,525,402	**15,047,960**
Assistant professors	204	7,682,032	0	0	9,911,836	**15,673,360**
Instructors	116	5,793,272	0	0	1,882,879	**6,227,833**
Lecturers	1	0	0	0	46,782	**46,782**
No academic rank	0	0	0	0	0	**0**
Total women	**624**	**23,257,123**	**0**	**0**	**32,941,765**	**50,384,607**

Total (men + women)	**1,351**	**48,823,133**	**0**	**0**	**89,719,751**	**126,337,101**

Part D - Part-time Staff by Occupational Category

Number of Part-time Staff by Occupational Category

As of November 1, 2020

- Report Hispanic/Latino individuals of any race as Hispanic/Latino
- Report race for non-Hispanic/Latino individuals only
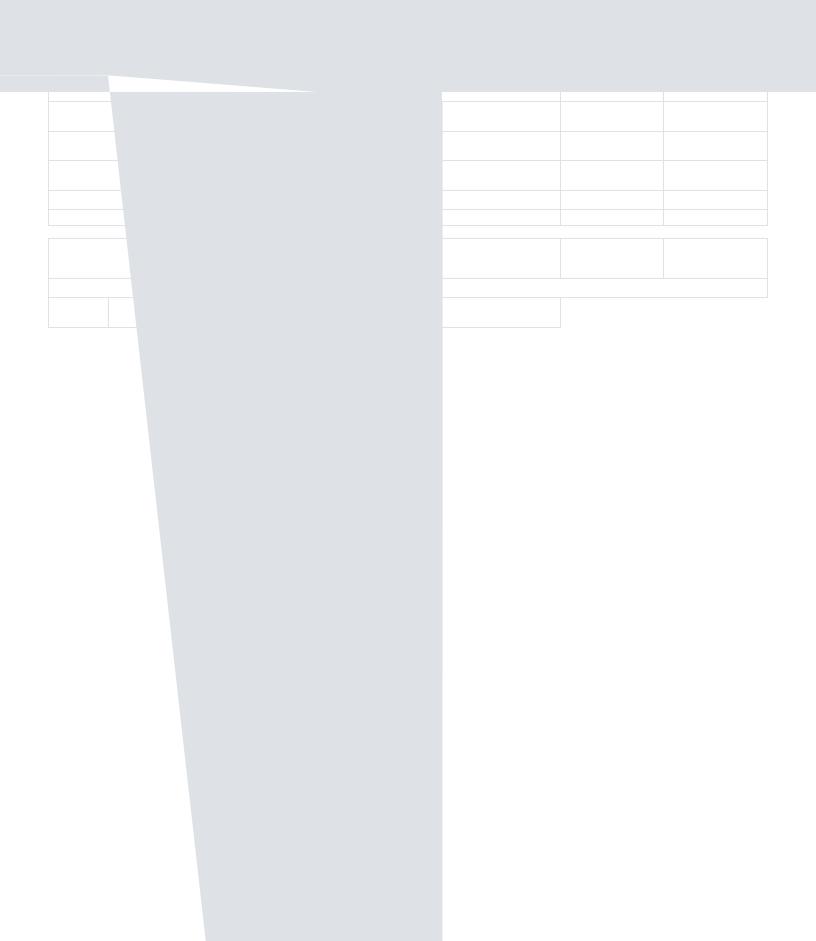- Include both medical school and non-medical school staff

Men

Race/ethnicity	Archivists, Curators, and Museum Technicians 25-4010	Librarians and Media Collections Specialists 25-4020	Library Technicians 25-4030	Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000	Library and Student and Academic Affairs and Other Education Services Occupations
Nonresident alien	0	0	0	9	9
Hispanic/Latino	0	0	0	4	4
American Indian or Alaska Native	0	0	0	0	0
Asian	0	0	0	3	3
Black or African American	0	0	0	2	2
Native Hawaiian or Other Pacific Islander	0	0	0	0	0
White	1	0	0	70	71
Two or more races	0	0	0	1	1
Race and ethnicity unknown	0	0	0	12	12
Total men	**1**	**0**	**0**	**101**	**102**

Women

Race/ethnicity	Archivists, Curators, and Museum Technicians 25-4010	Librarians and Media Collections Specialists 25-4020	Library Technicians 25-4030	Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000	Library and Student and Academic Affairs and Other Education Services Occupations
Nonresident alien					

Part D - Part-time Staff by Occupational Category

Archivists, Curators, and Museum Technicians 25-4010	0	0	0	0	0	0	0	**0**

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, 2019 - October 31, 2020)
- Report Hispanic/Latino individuals of any race as Hispanic/Latino
- Report race for non-Hispanic/Latino individuals only
- Include Primarily Instruction and Instruction Combined with Research and Public Service
- Include both medical school and non-medical school staff

Men

Race/ethnicity	With Faculty Status						Without Faculty Status	Total
	Tenured	On Tenure Track	Not on Tenure Track					
			Multi-year	Annual contract				

Institution: University of Missouri-Columbia (178396)

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Human Resources Survey Evaluation

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

Institution: University of Missouri-Columbia (178396)

User ID: 29C0011

Prepared by

Prepared by

Reporting Reminders:

- The name of the preparer is being collected so that we can follow up with the appropriate person in the event that there are questions concerning the data.
- The Keyholder will be copied on all email correspondence to other preparers.
- The time it took to prepare this component is being collected so that we can continue to improve our estimate of the reporting burden associated with IPEDS.
- Please include in your estimate the time it took for you to review instructions, query and search data sources, complete and review the component, and submit the data through the Data Collection System.
- Thank you for your assistance.

This survey component was prepared by:					
◉	Keyholder	○	SFA Contact	○	HR Contact
○	Finance Contact	○	Academic Library Contact	○	Other
Name:	Randy Sade				
Email:	SadeR@umsystem.edu				

How many staff from your institution only were involved in the data collection and reporting process of this survey component?
4.00   Number of Staff (including yourself)

How many hours did you and others from your institution only spend on each of the steps below when responding to this survey component?
Exclude the hours spent collecting data for state and other reporting purposes.

Staff member	Collecting Data Needed		Revising Data to Match IPEDS Requirements		Entering Data		Revising and Locking Data	
Your office	20.00	hours	0.00	hours	3.00	hours	1.00	hours
Other offices	60.00	hours	0.00	hours	6.00	hours	0.00	hours

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

NOTE: Full-time-equivalent (FTE) staff is calculated by summing the total number of full-time staff and adding one-third of the total number of part-time staff. Graduate assistants are not included in the above figures. Many of the FTE figures may be included in the DFR.

Salaries of full-time instructional staff by contract length and academic rank: Academic year

Academic rank	Months Covered by Annual Salary				Total Staff for Salary reporting	Total Number of Months	Salary Outlays	Weighted Average Monthly Salaries
	12 months	11 months	10 months	9 months				
All Ranks	461			890	1,351	13,542	$138,542,884	$10,231
Professor	123			278	401	3,978	$56,156,707	$14,117
Associate professor	101			313	414	4,029	$38,552,266	$9,569
Assistant professor	132			235	367	3,699	$33,067,149	$8,939
Instructor	105			61	166	1,809	$10,591,381	$5,855
Lecturer				3	3	27	$175,381	$6,496
No academic rank								

NOTE: The above data are based on the Salary Outlays part of the IPEDS HR component. The Weighted average monthly salaries of full-time instructional staff by academic rank are calculated by adding the salary outlays reported for Men plus Women by academic rank, then dividing the sum by the "Total Number of Months" for Men plus Women by academic rank. Salaries of full-time instructional staff paid less than 9 months per year are not collected. Also, salaries of medical school staff are not collected. The weighted average monthly salaries may be included in the DFR.

Edit Report

Human Resources

Source	Description	Severity	Resolved	Options
Global Edits				
Perform Edits	The Equated 9 months Annual Average salaries of No academic rank (Men) reported in Part G3 - Average Salaries for Instructional Staff by Academic Rank has changed significantly since last year. Please review your data and make any necessary corrections, or explain the discrepancy. (Error #1949)	Explanation	Yes	
Reason	Visiting Professors and Post-Doctoral Faculty were reclassified from No Rank to Instructor.			
Related Screens	G3 - Average Salaries for Instructional Staff by Academic Rank			
Perform Edits	The Equated 9 months Annual Average salaries of No academic rank (Women) reported in Part G3 - Average Salaries for Instructional Staff by Academic Rank has changed significantly since last year. Please review your data and make any necessary corrections, or explain the discrepancy. (Error #1955)	Explanation	Yes	
Reason	Visiting Professors and Post-Doctoral Faculty were reclassified from No Rank to Instructor.			
Related Screens	G3 - Average Salaries for Instructional Staff by Academic Rank			
Screen: B1 - FT Non-instructional, Occupation - 1				