

Human Resources 2013-14

Institution: University of Missouri-Kansas City (178402)

User ID: 29C0011

Overview

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

Resources:

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

- <http://nces.ed.gov/ipeds/resource/soc.asp>. (The resource center includes the IPEDS/SOC crosswalk, SOC information, the IPEDS HR/SOC Browse Tool, and web tutorials.

Data reporting reminders:

- Enter data on each displayed screen. If a screen is not applicable, enter at least one zero in a field on the screen.
- Report staff members difficult to categorize in the "Human Resources Survey Evaluation" box at the end of the survey.

To access your prior year data submission for this component: [Reported Data](#)

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

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.

| | | | | |
|--|-----------------------|-----|-----------------------|----|
| | <input type="radio"/> | Yes | <input type="radio"/> | No |
|--|-----------------------|-----|-----------------------|----|

Does your institution have 15 or more full-time staff?

| | | | | |
|--|-----------------------|-----|-----------------------|----|
| | <input type="radio"/> | Yes | <input type="radio"/> | No |
|--|-----------------------|-----|-----------------------|----|

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Human Resources Screening Questions

Does your institution have a tenure system?

*If you answer **Yes** to this question, you will be provided the screens to report some data by tenure status.*

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|--|-----------------------|-----|-----------------------|----|
| | <input type="radio"/> | Yes | <input type="radio"/> | No |
|--|-----------------------|-----|-----------------------|----|

Does your institution have graduate assistants?

*If you answer **Yes** to this question, you will be provided the screens to report graduate assistants.*

| | | | | |
|--|-----------------------|-----|-----------------------|----|
| | <input type="radio"/> | Yes | <input type="radio"/> | 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, 2013 either for the **first time** (new to the institution) or **after a break in service** AND who were still on the payroll of the institution as of November 1, 2013? (Exclude persons who have returned from sabbatical leave and full-time instructional staff who are working less-than-9-month contracts.)

*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 **Part H**.*

| | | | | |
|--|-----------------------|-----|-----------------------|----|
| | <input type="radio"/> | Yes | <input type="radio"/> | No |
|--|-----------------------|-----|-----------------------|----|

Part A1 - Full-time Instructional Staff

| Employee Name | Employee ID | Position Title | Department | Start Date | End Date | Salary | Grade | Notes |
|---------------|-------------|----------------|------------|------------|----------|--------|-------|-------|
|---------------|-------------|----------------|------------|------------|----------|--------|-------|-------|

Part A2 - Full-time Instructional Staff

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Part A3 - Full-time Instructional Staff - Totals

Total number of Full-time Instructional Staff

As of November 1, 2013

| Race/ethnicity | Total men | Total women | Total (men+women) |
|---|-----------|-------------|-------------------|
| Nonresident alien | 17 | 7 | 24 |
| Hispanic/Latino | 7 | 17 | 24 |
| American Indian or Alaska Native | 1 | 1 | 2 |
| Asian | 47 | 26 | 73 |
| Black or African American | 15 | 26 | 41 |
| Native Hawaiian or Other Pacific Islander | 0 | 0 | 0 |
| White | 312 | 250 | 562 |
| Two or more races | 2 | 2 | 4 |
| Race and ethnicity unknown | 9 | 2 | 11 |
| Total | 410 | 331 | 741 |

Print Forms (data)

| | | | | | |
|----------------------------|-----|----|-----|-----|-----|
| Race and ethnicity unknown | 3 | 0 | 2 | 2 | 5 |
| Total women | 168 | 57 | 92 | 125 | 158 |
| Total (men+women) | 280 | 77 | 199 | 196 | 400 |
| Total from prior year | 290 | 76 | 195 | 185 | 399 |

| | | | | | | |
|----------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|-------|
| Two or more races | <input type="text" value="1"/> | <input type="text" value="0"/> | <input type="text" value="8"/> | <input type="text" value="0"/> | <input type="text" value="0"/> | 22 |
| Race and ethnicity unknown | <input type="text" value="1"/> | <input type="text" value="0"/> | <input type="text" value="6"/> | <input type="text" value="1"/> | <input type="text" value="0"/> | 23 |
| Total women | 92 | 0 | 312 | 1 | 1 | 1,447 |
| Total (men+women) | 183 | 0 | 349 | 70 | 12 | 2,673 |
| Total from prior year | 183 | | 360 | 72 | 8 | 2,660 |

| | | | | | | | |
|---|--------------------------------|--------------------------------|--------------------------------|---------------------------------|--------------------------------|---------------------------------|----|
| Librarians 25-4020 | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="1"/> | <input type="text" value="0"/> | <input type="text" value="0"/> | 1 |
| Library Technicians 25-4030 | <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 |
| Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000 | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="1"/> | <input type="text" value="0"/> | <input type="text" value="8"/> | 9 |
| Management Occupations 11-0000 | <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"/> | <input type="text" value="12"/> | 13 |
| Business and Financial Operations Occupations 13-0000 | <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="2"/> | 2 |
| Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000 | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="11"/> | <input type="text" value="0"/> | <input type="text" value="6"/> | 17 |
| Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000 | <input type="text"/> | | | | | | |
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Part B2 - Full-time non-instructional staff

Number of Full-time Non-instructional Staff

As of November 1, 2013

| Occupational category | Total (carried forward from Part B1) | Non-Medical staff | Medical staff |
|---|--|-------------------|---------------|
| <u>Service Occupations</u> 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000 | 183 | 183 | 0 |
| <u>Sales and Related Occupations</u> 41-0000 | 0 | 0 | 0 |
| <u>Office and Administrative Support Occupations</u> | | | |
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Part C - Full-time summary non-medical

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Part C - Full-time summary medical



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|---|-----|
| Natural Resources, Construction, and Maintenance Occupations 45-0000 + 47-0000 + 49-0000 | 0 |
| Production, Transportation, and Material Moving Occupations 51-0000 + 53-0000 | 0 |
| Total | 531 |

Part G - Salary Worksheet

| | | | | | | | | |
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Part G - Salary outlays for non-instructional staff

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Print Forms (data)

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|-----------------------|----|----|----|----|----|
| Total women | 6 | 8 | 31 | 15 | 9 |
| Total (men+women) | 11 | 11 | 45 | 24 | 9 |
| Total from prior year | 11 | 15 | 52 | 24 | 15 |

| | | | | | | |
|----------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|-----|
| Race and ethnicity unknown | <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"/> | 6 |
| Total women | 29 | 3 | 44 | 0 | 0 | 413 |
| Total (men+women) | 39 | 7 | 61 | 0 | 1 | 731 |
| Total from prior year | 32 | 6 | 65 | | | 765 |

| | | |
|---|--|---|
| Natural Resources, Construction, and Maintenance Occupations 45-0000 + 47-0000 + 49-0000 | | 0 |
| Production, Transportation, and Material Moving Occupations 51-0000 + 53-0000 | | 0 |
| Graduate Assistants | | 4 |
| Teaching 25-1191 | | 0 |
| Research | | 4 |
| Management Occupations 11-0000 | | 0 |
| Business and Financial Operations Occupations 13-0000 | | 0 |
| Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000 | | 0 |
| Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000 | | 0 |
| Library and Student and Academic Affairs and Other Education Services Occupations 25-4000 + 25-2000 + 25-3000 + 25-9000 | | 0 |
| Healthcare Practitioners and | | |
| | | |

Print Forms (data)

| | | | | | | | |
|-------------------|---|----|---|----|---|---|----|
| Total women | 2 | 7 | 0 | 16 | 0 | 0 | 25 |
| Total (men+women) | 4 | 21 | 0 | 30 | 0 | 0 | 55 |

Part H - New Hires - Full-time staff

Print Forms (data)

| | | | | | |
|-----------------------------------|----|---|----|----|-----|
| <u>Race and ethnicity unknown</u> | 0 | 0 | 0 | 0 | 1 |
| Total women | 9 | 1 | 8 | 10 | 41 |
| Total (men+women) | 16 | 2 | 12 | 16 | 112 |

| | | | | | | |
|----------------------------|--------------------------------|--------------------------------|---------------------------------|--------------------------------|--------------------------------|-----|
| White | <input type="text" value="3"/> | <input type="text" value="0"/> | <input type="text" value="11"/> | <input type="text" value="0"/> | <input type="text" value="0"/> | 84 |
| Two or more races | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="1"/> | <input type="text" value="0"/> | <input type="text" value="0"/> | 3 |
| 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"/> | 1 |
| Total women | 5 | 0 | 14 | 0 | 0 | 127 |
| Total (men+women) | 8 | 0 | 18 | 0 | 0 | 255 |

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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 2014.

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.

| Number of staff by employment status and occupational category: Fall 2013 | | | |
|---|---------------------------|---------------------------|-----------|
| Occupational category | Reported values | | FTE staff |
| | Number of full-time staff | Number of part-time staff | |
| Total number of staff | 2,673 | 731 | 2,917 |
| Instructional Staff | 741 | 465 | 896 |
| Primary Instruction | 711 | 453 | 862 |
| Exclusively credit | 711 | 453 | 862 |
| Exclusively not-for-credit | 0 | 0 | 0 |
| Combined credit/not-for-credit | 0 | 0 | 0 |
| Instruction/research/public service | 30 | 12 | 34 |
| Research Staff | 31 | 5 | 33 |
| Public Service Staff | 1 | 3 | 2 |
| Library and Student and Academic Affairs and Other Education Services Occupations SOC | 134 | 50 | 151 |
| Librarians, Curators, and Archivists SOC 25-4000 | 70 | 4 | 71 |
| Archivists, Curators, and Museum Technicians SOC 25-4010 | 5 | 0 | 5 |
| Librarians SOC 25-4020 | 37 | 1 | 37 |
| Library Technicians SOC 25-4030 | 28 | 3 | 29 |
| Student and Academic Affairs and Other Education Services Occupations SOC 25-2000 + 25-3000 + 25-9000 | 64 | 46 | 79 |
| Management Occupations SOC 11-0000 | 280 | 11 | 284 |
| Business and Financial Operations Occupations SOC 13-0000 | 77 | 11 | 81 |
| Computer, Engineering, and Science Occupations SOC 15-0000 + 17-0000 + 19-0000 | 199 | 45 | 214 |
| Community, Social Service, Legal, Arts, Design, Entertainment, Sports and Media Occupations SOC 21-0000 + 23-0000 + 27-0000 | 196 | 24 | 204 |

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Edit Report

Human Resources

University of Missouri-Kansas City (178402)

| Source | Description | Severity | Resolved | Options |
|--------|-------------|----------|----------|---------|
|--------|-------------|----------|----------|---------|

Screen: FT non-instructional by Tenure status and Occupation - 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 non-instructional faculty with Less-than-annual contract to report this year. | | | |

Screen: PT staff by Occupation and R/E/G - 2

| | | | | |
|-------------|---|-------------|-----|--|
| Upload File | This number is outside the expected range of between 67 and 139 based on the prior year value. Please correct your data or explain. (Error #1387) | Explanation | Yes | |
| Reason: | Several individuals had SOC change from 25-3090 to 25-1190. | | | |
| Upload File | This number is outside the expected range of between 71 and 145 based on the prior year value. Please correct your data or explain. (Error #1387) | Explanation | Yes | |
| Reason: | Several individuals had SOC change from 25-3090 to 25-1190. | | | |