#### 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 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 fulltime, 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.

Resources:

- To download the survey materials for this component: <u>Survey Materials</u>
- To access your prior year data submission for this component: Reported Data
- All staff must now be reported using the new IPEDS occupational categories, which align with the 2010 Standard Occupational Classfication (SOC) codes. Additional information and resources can be found in the <u>IPEDS HR/SOC Information Center</u>, including general information about the SOC, the IPEDS/SOC crosswalk, a SOC Browse Tool, frequently asked questions, and web tutorials.

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

### Institution: University of Missouri-Kansas City (178402)

# Human Resources Screening Questions

u ans	wer Yes	s to this	questi	ion, you will be provided the	e screens to report part	t-time staff.		
					O	Yes	0	No
s you	r institu	ution h	ave 15	or more <u>full-time</u> staff?				
					٥	Yes	0	No
ALL o	f the <u>in</u>	struct	ional	staff at your institution	fall into any of the fol	lowing cate	egories?	
u ans	wer Yes	s to any	of the	staff <b>at your institution</b> questions below, you will <b>I</b> be required for reporting da	NOT be required to rep	ort <b>Part G -</b>	Salaries for ins	tructi
u ans	wer Yes	s to any	of the	questions below, you will I	<b>VOT</b> be required to rep ta for full-time non-inst	ort <b>Part G -</b> ructional sta	Salaries for ins	tructi
u ans 1. How	wer <b>Yes</b> ever, Pa	s to any art G w	of the ill still b	questions below, you will <b>I</b> e required for reporting da	<b>NOT</b> be required to rep ta for full-time non-insta nal staff military persor	ort <b>Part G -</b> ructional sta	Salaries for ins. ff.	
u ans E How O	wer <b>Yes</b> vever, Pa	s to any art G wi	of the ill still b Yes	questions below, you will <b>I</b> be required for reporting da Are ALL of the instruction Do ALL of the instruction	<b>NOT</b> be required to rep ta for full-time non-insti- nal staff military person	ort <b>Part G -</b> ructional sta nel? services (e	<i>Salaries</i> for ins.	

### Institution: University of Missouri-Kansas City (178402)

# 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 re-	port som	e data by tenur	re status.	
	⊙	Yes	0	No
Does your institution have graduate assistants?				
If you answer Yes to this question, you will be provided the screens to rb	e provide	ed		
	⊙		0	
	0		0	
		I		

Institution: University of Missouri-Kansas City (178402)User ID: 29C0011Part A1 - Full-time Instructional Staff by Academic Rank and Tenure Status - Tenured

Part A1 - Full-time Instructional Staff by Academic Rank and Tenure Status - On Tenure Track

Institution: University of Missouri-Kansas City (178402)

User ID: 29C0011

Part A1 - Full-time Instructional Staff by Academic Rank and Tenure Status - Multi-Year Contract

# Number of Full-time Instructional Staff

With <u>Faculty Status</u> <u>Not on Tenure Track</u> - <u>Multi-Year or Continuing or At-will Contract</u>

### As of November 1, 2014

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

			No				
Gender and race/ethnicity	Professors	Associate professors	Assistant professors	Instructors	Lecturers	academic rank	Total
Nonresident alien	0	0	0	0	0	0	0
Hispanic/Latino	0	0	0	0	0	0	0
American Indian or Alaska Native	0	0	0	0	0	0	0
Asian	0	0	0	0	0	0	0
Black or African American	0	0	0	0	0	0	0
Native Hawaiian or Other Pacific Islander	0	0	0	0	0	0	0
White	0	0	0	0	0	0	0
Two or more races	0	0	0	0	0	0	0
Race and ethnicity unknown	0	0	0	0	0	0	0
Total men	0	0	0	0	0	0	0

#### Women

Gender and race/ethnicity	Academic Rank Associate Assistant						<b>T</b> ( )
· · · · · · · · · · · · · · · · · · ·	Professors			Instructors	Lecturers	academic rank	Total
Nonresident alien	0	0	0	0	0	0	0
Hispanic/Latino	0	0	0	0	0	0	0
American Indian or Alaska Native	0	0	0	0	0	0	0
Asian	0	0	0	0	0	0	0
Black or African American	0	0	0	0	0	0	0
Native Hawaiian or Other Pacific Islander	0						

Institution: University of Missouri-Kansas City (178402) User ID: 29C0011 Part A1 - Full-time Instructional Staff by Academic Rank and Tenure Status - Annual Contract

Total from prior year	
rotar from prior your	

295

Part A1 - Full-time Instructional Staff by Than-Annual Contract

Academic Rank and Tenure Status - Less-

### Institution: University of Missouri-Kansas City (178402) Part A1 - Full-time Instructional Staff - Without Faculty Status

Number of Full-time Instructional Staff Without Faculty Status As of November 1, 2014 • Report Hispanic/Latino individuals of any race as Hispanic/Latino • Report race for non-Hispanic/Latino individuals only Include both Primarily Instruct ion 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

## Institution: University of Missouri-Kansas City (178402) Part A2 - Full-time Instructional Staff by Function

	Number of Full-time Instructional Staff										
	As of November 1, 2014										
•	Report Primarily Instruction	and Instruction	combined with	h							
	0										
_	0										
-											

Institution: University of Missouri-Kansas City (178402) Part A3 - Full-time Instructional Staff - Totals User ID: 29C0011

Institution: University of Missouri-Kansas City (178402) Part B1 - Full-time Non-instructional Staff by Occupational Category User ID: 29C0011

Number of <u>Full-time Non-instructional Staff</u> by Occupational Category

As of November 1, 2014

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 25-4020	<u>Library</u> <u>Technicians</u> 25-4030	Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000
Nonresident alien	0	0	0	1
Hispanic/Latino	0	0	0	0
American Indian or Alaska Native	0	0	0	0
<u>Asian</u>	0	1	0	0
Black or African American	0	0	0	0
<u>Native Hawaiian or</u> Other Pacific Islander	0	0	0	0
<u>White</u>	0	11	1	5
Two or more races	0	0	0	0
Race and ethnicity unknown	0	0	0	0
Total men	0	12	1	6

#### Women

Race/ethnicity	Archivists, Curators, and Museum Technicians 25-4010	Librarians 25-4020	<u>Library</u> <u>Technicians</u> 25-4030	Student and Academic Affairs and Other Education Services Occupations 25-2000 + 25-3000 + 25-9000
Nonresident alien	0	0	0	1
Hispanic/Latino	0	1	0	3
American Indian or Alaska Native	0	0	0	0
Asian	0	0	0	0
Black or African American	0	2	0	1
Native Hawaiian or Other Pacific Islander	0	0	0	0
White	5	23	1	19
Two or more races	0	1	0	1
Race and ethnicity unknown	0	0	0	0
Total women	5	27	1	25
		1		
Total (men+women)	5	39	2	31

# https://surveys.nces.ed.gov/IPEDS/PopupDataFormPrint.aspx

Print Forms (data)	Page 18 of 60				
Total from prior year	5	37	28	64	

## Institution: University of Missouri-Kansas City (178402) Part B1 - Full-time Non-instructional Staff by Occupational Category

Two or more races	1	4	1	2	1
Race and ethnicity unknown	0	3	1	5	7
Total women	158	77	94	161	162
					*
Total (men+women)	269	96	195	241	411
Total from prior year	280	77	199	196	400

Page	22	of	60
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White	27	0	194	0	1	976
Two or more races	1	0	7	0	0	20
Race and ethnicity unknown	1	0	4	0	0	25
Total women	82	0	314	0	1	1,427
Total (men+women)	174	0	353	64	9	2,608
Total from prior year	183		349	70	12	2,673

Archivists, Curators, and Museum Technicians 25-4010	0	0	0	0	0	0	0
Librarians 25-4020	0	0	0	1	0	0	1
Library Technicians 25-4030	0	0	0	0	0	0	0

Institution: University of Missouri-Kansas City (178402) Part C - Full-time Summary Non-medical school staff

Print	Forms	(data)
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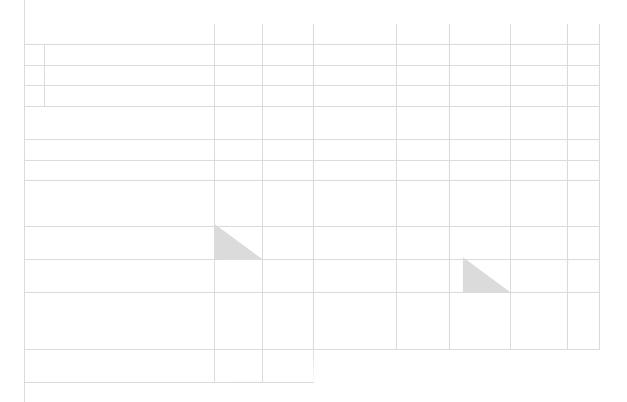
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Page 27 of 60

Total	2,072

## Institution: University of Missouri-Kansas City (178402)

Part C - Full-time Summary Medical school staffSummary of Full-time Medical School Staff



Print	Forms	(data)
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Page 29 of 60

Total	536

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0	

Total wome n	0	0	0	27	27
Total (men+women)	0	0	0	40	40
Total from prior year		1	3	46	50

User ID: 29C0011

User ID: 29C0011

Part D - Part-time Staff by Occupational Category

Number of Part-time Staff

As of November 1, 2014

• 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	<u>Service</u> <u>Occupations</u> 31-000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	Sales and Related Occupations 41-0000Office and Administrative Occupations 43-0000Natural Resources, Construction, and Maintenand Occupations 45-0000 + 49-0000		Resources, Construction, and Maintenance Occupations 45-0000 + 47-0000 +	Production, Transportation, and Material Moving Occupations 51-0000 + 53-0000	Grand Total (All part- time staff)
Nonresident alien	0	0	1	0	0	7
Hispanic/Latino	0	0	0	0	0	5
American Indian or Alaska Native	0	0	0	0	0	1
<u>Asian</u>	0	0	0	0	0	17
Black or African American	0	0	0	0	0	11
Native Hawaiian or Other Pacific Islander	0	0	0	0	0	0
<u>White</u>	8	3	5	0	1	274
Two or more races	0	0	0	0	0	1
Race and ethnicity unknown	1	0	0	0	0	7
Total men	9	3	6	0	1	323
Women						
Race/ethnicity	<u>Service</u> <u>Occupations</u> 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	Sales and Related Occupations 41-0000	Office and Administrative Support Occupations 43-0000	Natural Resources, Construction, and Maintenance Occupations 45-0000 + 47-0000 + 49-0000	Production, Transportation, and Material Moving Occupations 51-0000 + 53-0000	Grand Total (All part- time staff)
Nonresident alien	0	0	0	0	0	2
Hispanic/Latino	1	0	1	0	0	15
American Indian or Alaska Native	0	0	0	0	0	2
Asian	2	0	2	0	0	21
Black or African American	9	0	9	0	0	45
Native Hawaiian or Other Pacific Islander	0	0	0	0	0	1
White	15	3	22	1	0	335

Two or more races			

		1		1	

							-	
8	9	0	0	0	0	3	0	20
5	3	0	0	0	0	5	0	13
1	0	0	0	0	0	0	0	1
97	25	0	0	0	0	8	0	130
0	0	0	0	0	0	0	0	0
7	2	0	0	0	0	0	0	9
152	69	0	0	0	0	23	0	244
353	149	0	0	0	0	35	0	537
343	179					60		582
	5 1 97 0 7 152 353	5 3   1 0   97 25   0 0   7 2   152 69   353 149	5 3 0   1 0 0   97 25 0   0 0 0   7 2 0   152 69 0   353 149 0	5 3 0 0   1 0 0 0   97 25 0 0   0 0 0 0   7 2 0 0   152 69 0 0   353 149 0 0	5 3 0 0 0   1 0 0 0 0   97 25 0 0 0   0 0 0 0 0   7 22 0 0 0   152 69 0 0 0   353 149 0 0 0	5 3 0 0 0 0   1 0 0 0 0 0   97 25 0 0 0 0   0 0 0 0 0 0   7 2 0 0 0 0   152 69 0 0 0 0   353 149 0 0 0 0 0	$\begin{array}{c c c c c c c c c c c c c c c c c c c $	$ \begin{array}{c c c c c c c c c c c c c c c c c c c $

		<u>On</u> <u>Tenure</u> <u>Track</u>	<u>Multi-year,</u> <u>continuing,</u> <u>or at-will</u> <u>contract</u>	<u>Annual</u> contract	Less-than- annual contract		
Primarily Instruction	0	0	0	2	57	0	59
Exclusively credit	0	0	0	2	57	0	59
Exclusively not-for-credit	0	0	0	0	0	0	0
Combined credit/not-for- credit	0	0	0	0	0	0	0
Instruction/research/public service staff	0	0	0	0	0	0	0
Research staff	0	0	0	0	0	0	0
Public Service staff	0	0	0	0	0	0	0
Archivists, Curators, and Museum Technicians 25-4010	0	0	0	0	0	0	0
Librarians 25-4020	0	0	0	0	0	0	0
Library Technicians 25-4030	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	0
Management Occupations 11-0000	0	0	0	0	0	2	2
Business and Financial Operations Occupations 13-0000	0	0	0	0			

# Part E - Part-time Staff by Medical School Status

#### Number of Part-time Staff

#### As of November 1, 2014

Occupational category	Total (carried forward from Part D)	Non- Medical school staff	Medical school staff
<u>Service Occupations</u> 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	36	36	0
Sales and Related Occupations 41-0000	6	6	0
Office and Administrative Support Occupations 43-0000	42	41	1
Natural Resources, Construction, and Maintenance Occupations 45-0000 + 47-0000 + 49-0000	1	1	0
Production, Transportation, and Material Moving Occupations 51-0000 + 53-0000	1	1	0
Total		85	1
PY Total		105	3
Graduate Assistants	537	535	2
PY Graduate Assistants		578	4
Teaching 25-1191	353	353	0
Research	149	147	2
Management Occupations 11-0000	0	0	

# Part F - Part-time Summary Non-medical school staff

Summary of Part-time N on-medical School Staff

#### As of November 1, 2014

			With Faculty stat	tus			
		•	Not on	Tenure Tra	ack	Without	
Occupational category	Tenured	On Tenure Track	Multi-year, continuing, or at-will contract	Annual contract	Less-than- annual contract	Faculty status	Total
Tenured							

n-

Graduate Assistants	535
Teaching 25-1191	353
Research	147
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	35
Healthcare Practitioners and Technical Occupations 29-0000	0
otal	1,225

raduate Assistants	2
Teaching 25-1191	0
Research	2
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 Technical Occupations 29-0000	0
otal	67

Institution: University of Missouri-Kansas City (178402) Part H - New Hires, Full-time Instructional Staff by Tenure Status User ID: 29C0011

Race and ethnicity unknown				

	-	-		

Two or more races	0	0	0	0	0
Race and ethnicity unknown	0	0	0	0	2
Total women	4	9	7	18	39
Total (men+women)	10	10	12	27	113

Part H - New Hires, Full-time Staff by Occupational Category

Number of Newly Hired Full-time Staff

(Hired full-time be tween July 1 and October 31, 2014 and still on the p ayroll of the institutio n as of November 1, 2014)

• 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

Men						
Race/ethnicity	<u>Service</u> <u>Occupations</u> 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	Sales and Related Occupations 41-0000	Office and Administrative Support Occupations 43-0000	Natural Resources, Construction, and Maintenance Occupations 45-0000 + 47-0000 + 49-0000	Production, Transportation, and Material Moving Occupations 51-0000 + 53-0000	Grand Total (All full- time new hires)
Nonresident alien	0	0	0	0	0	18
Hispanic/Latino	1	0	0	0	0	3
American Indian or Alaska Native	0	0	0	0	0	0
<u>Asian</u>	0	0				
		1		I		

Native Hawaiian or Other Pacific Islander	0	0	0	0	0	
White	2	0	6	0	0	81
Two or more races	0	0	0	0	0	0
Race and ethnicity unknown	0	0	0	0	0	2
Total women	5	0	11	0	0	116
Total (men+women)	11	0	13	1	0	231

User ID: 29C0011

#### Institution: University of Missouri-Kansas City (178402)

Human Resources Survey Evaluation

Were any staff members difficult to categor  $\hfill \hfill \hfil$ 

## Institution: University of Missouri-Kansas City (178402) Prepared by

User ID	: 29C0011
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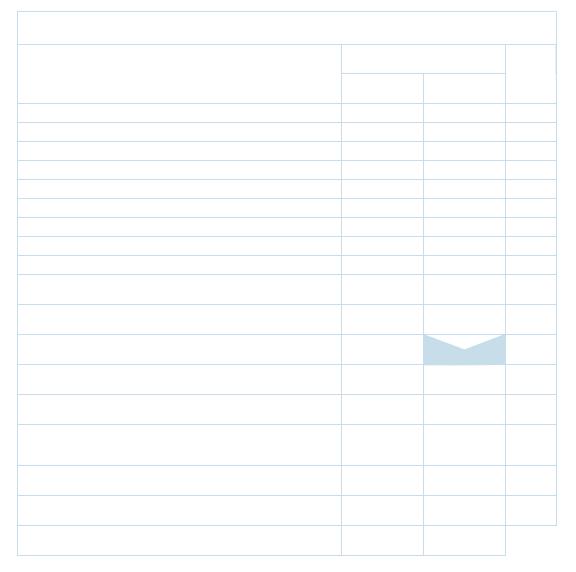
This survey co	mponent was prepared by:						
	Keyholder	O SFA Contact			HR Contact		
	Finance Contact	0	Academic Library Contact		Other		
Name:							
Email:							
How long did it component?	take to prepare this survey		hours		minutes		
	ne preparer is being collected so tha tions concerning the data. The Keyh						
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.						

#### Summary

#### Human Resources Component Summary

IPEDS collects important information regarding yo ur institution. All data reported in IPEDS survey components become available in the IPED S Data Center and appear as aggregated data in various Department of Education reports. Ad ditionally, some of the reported data appears specifically for your institution through the Coll ege 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 2015.

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.



Office and Administrative Support Occupation s SOC 43-0000	353	42	36 7
Natural Resources, Construction, and Maintenance Occupations SOC 45-0000 + 47-0000 + 49-0000	64	1	64
Production, Transportation, and Material Moving Occupations SOC 51-0000 + 53-0000	9	1	9
NOTE: Full-time-equivalent (FTE) staff is calculated by summing the total third of the total number of part-time staff. Graduate assistants are not included FTE figures may be included in the DFR.			

Edit Report

#### Human Resources