

# IPEDS 2020-21 Data Collection System

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

## Human Resources 2020-21

Institution: Missouri University of Science and Technology (178411)

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.
- 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.*

- No  
 Yes

Does your institution have graduate assistants?

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

- No  
 Yes

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

- No  
 Yes

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.*

- No  
 Yes

Did your institution hire any full-time permanent staff who were included on the payroll of the institution between November 1, 2019 and October 31, 2020 either for the **first time** (new to the institution) or **after a break in service**? Do not exclude persons who were no longer on the payroll as of November 1, 2020. (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, you will be provided the screens to report full-time permanent new hires in Part H.*

- No  
 Yes

Part 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












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

Men

Race/ethnicity	Without Faculty Status
<u>Nonresident alien</u>	




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Part A3 - Full-time Instructional Staff - Totals

Total number of Full-time Instructional Staff

As of November 1, 2020

Race/ethnicity	Total men	Total women	Total (men+women)
Nonresident alien	28	5	33
Hispanic/Latino	7	0	7
American Indian or Alaska Native	0	2	2
Asian	55	18	73
Black or African American	8	3	11
Native Hawaiian or Other Pacific Islander	0	0	0
White	133	69	202
Two or more races	3	0	3
Race and ethnicity unknown	4	3	7
<b>Total</b>	<b>238</b>	<b>100</b>	<b>338</b>
<b>Total from prior year</b>			<b>360</b>



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






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

Men

Race/ethnicity	<u>Service Occupations</u> 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000	<u>Sales and Related</u> <u>Occupations</u> 41-0000	<u>Office and Administrative</u> <u>Support Occupations</u> 43-0000	<u>Natural Resources,</u> <u>Construction, and</u> <u>Maintenance Occupations</u> 45-0000 + 47-0000 + 49-0000	<u>Production, Transportation,</u> <u>and Material Moving</u> <u>Occupations</u> 51-0000 + 53-0000	Grand Total (All full-time staff)
<u>Nonresident alien</u>	<input type="text" value="0"/>					









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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

Men

Race/ethnicity	<u>Instructional staff</u>	<u>Research staff</u>	<u>Public Service staff</u>
Nonresident alienPu(ien)]Tnt		at -.0ly	













Part E - Part-time Staff by Occupational Category and Tenure Status


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Part F - Part-time Summary

Summary of Part-time Staff

As of November 1, 2020

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	9	0	0	0	50	0	0	59
Exclusively credit	9	0	0	0	50	0	0	59
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	1	1	0	0	2
Public Service staff	0	0	0	0	0	0	0	0
Archivists, Curators, and Museum Technicians 25-4010	0	0	0	0	0	0	0	0
Librarians and Media Collections Specialists 25-4020	0	0	0	0	0	0	0	0
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	1	0	0	0	0	0	11	12
Management Occupations 11-0000	0	0	0	0	0	0	0	0
Business and Financial Operations Occupations 13-0000	0	0	0	0	0	0	2	2
Computer, Engineering, and Science Occupations 15-0000 + 17-0000 + 19-0000	0	0	0	0	0	0	6	6
Community, Social Service, Legal, Arts, Design, Entertainment, Sports, and Media Occupations 21-0000 + 23-0000 + 27-0000	0	0	0	0	0	0	2	2
Healthcare Practitioners and Technical Occupations 29-0000	0	0	0	0	0	0	1	1
Service Occupations 31-0000 + 33-0000 + 35-0000 + 37-0000 + 39-0000								8
Sales and Related Occupations 41-0000								0
Office and Administrative Support Occupations 43-0000								41
Natural Resources, Construction, and Maintenance Occupations 45-0000 + 47-0000 + 49-0000								0
Production, Transportation, and Material Moving Occupations 51-0000 + 53-0000								1
Graduate Assistants								488
Teaching 25-9044								168
Research								305
Other 11-0000, 13-0000, 15-0000, 17-0000, 19-0000, 21-0000, 23-0000, 27-0000, 25-4000, 25-4010, 25-4020, 25-4030, 25-2000, 25-3000, 25-9000, 29-0000								15
<b>Total</b>								<b>622</b>

Part H - New Hires, Full-time Instructional Staff by Tenure Status



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










Prepared by






