Fall 2019 * HRDM Digest Reports and Definitions

Reports:

HRDMX0101 – Faculty by Rank

Corps of Instruction **
Professor
Associate Professor
Assistant Professor
Instructor
Lecturer

HRDMX0102 – Instructional Faculty by Rank

Instructional Faculty ***
Professor
Associate Professor
Assistant Professor
Instructor
Lecturer

HRDMX0103if - Instructional Faculty by Highest Degree

Instructional Faculty ***
Doctorate
Professional
Masters
Baccalaureate
Other

HRDMX0105 – Faculty by Tenure Status (Corps of Instruction)

Corps of Instruction **
Tenured
Non-Tenure/On Track
Not in a Tenure Type Position

HRDMX0106if_gender – Instructional Faculty by Gender

Instructional Faculty ***
Male
Female
HRDMX0106if_race – Instructional Faculty by Race/Ethnic Origin

Instructional Faculty ***
American Indian or Alaskan Native
Asian
Black
Hispanic
Multi-Racial
Native Hawaiian or Pacific Islander
White
Unknown

HRDMX0107 – Average Instructional Faculty Salaries

Instructional Faculty ***
Professor
Associate Professor
Assistant Professor
Instructor
Lecturer

Salary

HRDMX0108 – Full-time Employees by Occupational Class

Full-time Employees
Instructional Faculty
Instructional Temporary Faculty
Instructional Other
Executive/Administrative
Administrative/Management
Professional Non-Faculty
Secretarial/Clerical
Technical/Paraprofessional
Skilled Crafts
Service/Maintenance
Other

HRDMX0109_gender – Full-time Employees by Gender

Full-time Employees
Male
Female
HRMDX0109_race – Full-time Employees by Race/Ethnic Origin

- Full-time Employees
  - American Indian or Alaskan Native
  - Asian
  - Black
  - Hispanic
  - Multi-Racial
  - Native Hawaiian or Pacific Islander
  - White
  - Unknown (Race)

HRDMX1011 - Number and Percent of Courses Taught by Instructor Type

- Instructional Faculty
- Temporary Faculty
- GTA
- Part Time (no GTA)
- Others
Notes:

* Data reflects employees on payroll as of November 1, 2019.

** The occupational category, called the BCAT, is not limited for inclusion in the Corps. Thus, employees with an instructional BCAT beginning with 2 (faculty), as well as temporary faculty (BCAT of ‘922’ or ‘932’), administrators (BCAT beginning with ‘1’), or any other BCAT may be included in the Corps of Instruction. This means that employees who are generally considered “faculty,” but who are employed as chairs, deans, or other administrators, are part of the Corps of Instruction.

*** The Full-time Instructional Faculty cohort is a subset of the Corps of Instruction. To be counted as Instructional Faculty, all of the criteria pertaining to the Corps of Instruction must be met. In addition, meeting the following criterion is required: The BCAT must begin with a "2" except those with a ‘V’ in the fourth position ("V" denotes Temporary Faculty).
### Definitions:

<table>
<thead>
<tr>
<th>Cohort or Column Name</th>
<th>Definition</th>
<th>Reports</th>
</tr>
</thead>
<tbody>
<tr>
<td>Active Employee</td>
<td>Employee is active or on leave (employee status is A, L, or P) as of Nov. 1, 2019 <strong>AND</strong> Employee received a non-zero paycheck anytime in the last 9 months prior to Nov. 1, 2019</td>
<td>All reports</td>
</tr>
<tr>
<td>Administrative/Management</td>
<td>BCAT begins with ‘3’</td>
<td>HRDMX0108</td>
</tr>
<tr>
<td>American Indian or Alaskan Native</td>
<td>Ethnic Origin is not Hispanic and race is American Indian or Alaskan Native</td>
<td>HRDMX0106if_race, HRDMX0109_race</td>
</tr>
<tr>
<td>Asian</td>
<td>Ethnic Origin is not Hispanic and race is Asian</td>
<td>HRDMX0106if_race, HRDMX0109_race</td>
</tr>
<tr>
<td>Assistant Professor</td>
<td>Academic Rank (from Faculty Information) is ‘003’</td>
<td>HRDMX0101, HRDMX0102, HRDMX0107</td>
</tr>
<tr>
<td>Associate Professor</td>
<td>Academic Rank (from Faculty Information) is ‘002’</td>
<td>HRDMX0101, HRDMX0102, HRDMX0107</td>
</tr>
<tr>
<td>Baccalaureate</td>
<td>Highest Education Level (this is pulled from the highest degree in the Employee Education records first. If data is not available there, then it is pulled from Employee Profile *) = ‘G’ (Bachelor’s)</td>
<td>HRDMX0103</td>
</tr>
<tr>
<td>Black</td>
<td>Ethnic Origin is not Hispanic and race is Black</td>
<td>HRDMX0106if_race, HRDMX0109_race</td>
</tr>
<tr>
<td>Corps of Instruction</td>
<td>PAYGROUP of ‘M03’ or ‘M01.’ <strong>AND</strong> Tenure status is “Tenured”, “Tenure-Track”, or “Not in a Tenure Type Position” (equal to ‘TEN’, ‘NTK’, ‘NA’), or “Not Tenured and Not on Tenure Track” (‘NOT’). (Note: NOT is a retired field and is not available for current use in MFE. For GRU, faculty with tenure status = ‘NOT’ are excluded from the cohort) <strong>AND</strong> Employee must be full-time (FULL_TIME_INDICATOR = ‘Y’) or BCAT subcategory = ‘Y’ (Veteran at Augusta U.) <strong>AND</strong> Academic rank (from Faculty Information) must equal one of the following: Professor Associate Professor Assistant Professor Instructor Lecturer SeniorLecturer</td>
<td>HRDMX0101, HRDMX0105</td>
</tr>
<tr>
<td>Doctorate</td>
<td>Highest Education Level (this is pulled from the highest degree in the Employee Education records first. If data is not available there, then it is pulled from Employee Profile *) = ‘J’ or ‘L’ (Academic Doctorate or Post Doctorate)</td>
<td>HRDMX0103</td>
</tr>
<tr>
<td>Executive/Administrative</td>
<td>BCAT begins with ‘1’</td>
<td>HRDMX0108</td>
</tr>
<tr>
<td>Female</td>
<td>Gender is Female</td>
<td>HRDMX0106if_gender, HRDMX0109_gender</td>
</tr>
<tr>
<td>Category</td>
<td>Description</td>
<td>Code</td>
</tr>
<tr>
<td>-----------------------------------</td>
<td>----------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>-------</td>
</tr>
</tbody>
</table>
| Full-time Employee               | Fulltime Employment Indicator = ‘Y’ OR BCAT subcategory = ‘Y’ (Veteran at Augusta U.)                                                        | HRDMX0108  
HRDMX0109_race  
HRDMX0109_gender  
(and any reports with cohort of Instructional Faculty or Corps of Instruction) |
| GTA                               | Employee does not meet criteria for Instructional Faculty or Temporary Faculty AND BCAT is '206', '471', '479', '905', '906', '907', '908', '916', or '918' | HRDMX1011 |
| Hispanic                          | Ethnic Origin is Hispanic                                                                                                                     | HRDMX0106if_race  
HRDMX0109_race |
| Instructional Faculty            | Includes all criteria from the Corps of Instruction definition AND BCAT begins with ‘2’ and the BCAT subcategory (fourth position of the Jobcode) is NOT ‘V’ | HRDMX0102  
HRDMX0103  
HRDMX0106  
HRDMX0107  
HRDMX1011 |
| Instructional Other              | BCAT begins with ‘2’ and employee is not already included in Instructional Faculty or Instructional Temporary Faculty                           | HRDMX0108 |
| Instructor                       | Academic Rank (from Faculty Information) is ‘004’                                                                                               | HRDMX0101  
HRDMX0102  
HRDMX0107 |
| Lecturer                         | Academic Rank (from Faculty Information) is ‘005’ or ‘007’ (senior lecturer)                                                                  | HRDMX0101  
HRDMX0102  
HRDMX0107 |
| Male                             | Gender is Male                                                                                                                                | HRDMX0106if_gender  
HRDMX0109_gender |
| Masters                          | Highest Education Level (this is pulled from the highest degree in the Employee Education records first. If data is not available there, then it is pulled from Employee Profile *) = ‘I’ or ‘M’ (Master’s or Educational Specialist) | HRDMX0103 |
| Multi-Racial                     | Ethnic Origin is not Hispanic and more than one race is listed                                                                             | HRDMX0106if_race  
HRDMX0109_race |
| Native Hawaiian or Pacific Islander | Ethnic Origin is not Hispanic and race is Native Hawaiian or Pacific Islander                                                            | HRDMX0106if_race  
HRDMX0109_race |
| Non-Tenure/On Track              | Tenure Status Code = ‘NTK’ (On Tenure Track)                                                                                                  | HRDMX0105 |
| Not in a Tenure Type Position    | Tenure Status Code = ‘NA’ (Not in a Tenure Type Position) or ‘NOT’ (Non Tenure, Not on Track)                                              | HRDMX0105  
HRDMX0107  
HRDMX0108 |
<p>| Other (Degree)                   | Highest Education Level (this is pulled from the highest degree in the Employee Education records first. If data is not available there, then it is pulled from Employee Profile *) is anything other than Doctorate, Professional, Masters or Baccalaureate level (see definitions) | HRDMX0103 |
| Other (Occupational Class)       | Any full-time employee who is not counted in the other occupational categories Note: A lot of these in “Other” column are temporary instructors (BCAT is 922 or 932, but they have no rank so they don’t get counted in Instruction/Temporary Faculty category) The rest are other job codes beginning with ‘9’, either temporary or “no IPEDS reporting” | HRDMX0108 |
| Others (Instructors)             | Employee does not meet criteria for Instructional Faculty or Temporary Faculty or GTA or Part                                               | HRDMX0111 |</p>
<table>
<thead>
<tr>
<th>Time (e.g., Corps of Instruction who are teaching but not considered mainly instructional)</th>
<th>HRDMX1011</th>
</tr>
</thead>
<tbody>
<tr>
<td>Part Time (no GTA) Employee does not meet criteria for Instructional Faculty or Temporary Faculty or GTA AND Fulltime Employment Indicator = ‘N’</td>
<td>HRDMX0103</td>
</tr>
<tr>
<td>Professional Highest Education Level (this is pulled from the highest degree in the Employee Education records first. If data is not available there, then it is pulled from Employee Profile *) = ‘K’ (Professional</td>
<td>HRDMX0108</td>
</tr>
<tr>
<td>Professional Non-Faculty BCAT begins with ‘4’</td>
<td>HRDMX0108</td>
</tr>
<tr>
<td>Professor Academic Rank (from Faculty Information) is ‘001’</td>
<td>HRDMX0101 HRDMX0102 HRDMX0107</td>
</tr>
<tr>
<td>Salary If Paygroup Code = ‘M01’ (12 month contract) then Annual Salary * .818 Else Annual Salary</td>
<td>HRDMX0107</td>
</tr>
<tr>
<td>Secretarial/Clerical BCAT begins with ‘5’</td>
<td>HRDMX0108</td>
</tr>
<tr>
<td>Service/Maintenance BCAT begins with ‘8’</td>
<td>HRDMX0108</td>
</tr>
<tr>
<td>Skilled Crafts BCAT begins with ‘7’</td>
<td>HRDMX0108</td>
</tr>
<tr>
<td>Technical/Paraprofessional BCAT begins with ‘6’</td>
<td>HRDMX0108</td>
</tr>
<tr>
<td>Temporary Faculty (Instructional) Includes all criteria from the Corps of Instruction definition AND BCAT is ‘932’ or ‘922’ OR BCAT begins with ‘2’ and the BCAT subcategory (fourth position of the Jobcode) is ‘V’</td>
<td>HRDMX0108 HRDMX1011</td>
</tr>
<tr>
<td>Tenured Tenure Status Code = ‘TEN’ (Tenured)</td>
<td>HRDMX0105</td>
</tr>
<tr>
<td>Unknown (Race) No race given</td>
<td>HRDMX0106 if_race HRDMX0109_race</td>
</tr>
<tr>
<td>White Ethnic Origin is not Hispanic and race is White</td>
<td>HRDMX0106 if_race HRDMX0109_race</td>
</tr>
</tbody>
</table>

* After the change was made to no longer maintain the Highest Education Level field in OneUSG, a decision was made to pull the highest degree information from the Employee Education data and map that degree level to the existing codes for Highest Education Level. If there is no Employee Education information for an employee, the most recently recorded OneUSG Highest Education Level data will be used.