
U-M Data Warehouse

Legacy Human Resource Data Dictionary

Michigan Administrative Information Services
University of Michigan
August 2005

Legacy Human Resource Data Dictionary

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Legacy Human Resource Tables Description

The Legacy Human Resource Tables Description provides the following information for each table in the U-M Data Warehouse Legacy Human Resource Data Set:

- Physical Table Name:* Name for the table you can use in SQL queries.
- Logical Table Name:* Descriptive name of the table.
- Data Set Locations:* The names of the data sets in which the table resides.
- Table Description:* Description of the table.

The tables are ordered alphabetically by table physical name.

<i>Physical Table Name</i>	<i>Logical Table Name</i>	<i>Data Set Locations</i>	<i>Table Description</i>
Account	Account	FIN	Characteristics of account numbers, such as account title, project director, and associated organization code.
Appt	Appointment	PER	Characteristics and history of employee appointments, such as beginning and end dates, and tenure information. An employee can have multiple simultaneous appointments.
ApptFTR	Appointment Full Time Rate	PER	Characteristics and history of appointment full time rates, including a derived annual salary figure for each appointment. An appointment can have multiple simultaneous full time rates.
ApptFTRChg	Appointment Full Time Rate Change	PER	Description of the Appointment Full Time Rate Change Code.
ApptMod	Appointment Modifier	PER	Modifiers associated with an appointment to show special status, such as a leave.
ApptSenGrp	Appointment Seniority Group	PER	Description of the Appointment Seniority Group Code.
ApptTenure	Appointment Tenure	PER	Description of the Appointment Tenure Code.
CnvChartFd	Convert Account To Chartfields	CHRTFLD1	Converts all legacy accounts to chartfields.
CnvDepartment	Convert Legacy Org to Department	CHRTFLD1	Converts legacy org codes to department identification numbers (ID's)..
Emp	Employee	PER	Characteristics of employees, such as name and birth date.
EmpAlien	Employee Alien	PER	Description of the Employee Alien Code.
EmpCitzCntry	Employee Citizenship Country	PER	Description of the Employee Citizenship Country Code.
EmpFedRace	Employee Federal Race	PER	Description of the Employee Federal Race Code.
EmpHiDegFld	Employee Highest Degree Field	PER	Description of the Employee Highest Degree Field of Specialization Code.
EmpHiEducLvl	Employee Highest Education Level	PER	Description of the Employee Highest Education Level Code.
EmpJobClassHeld	Employee Job Class Held	PER	Job classification history for an employee, including the method of entry into the job classification code.
EmpJobCIMOE	Employee Job Class Method of Entry	PER	Description of the Employee Job Class Method of Entry Code.
EmpMod	Employee Modifier	PER	Modifiers associated with an employee to show special status, such as a leave.

<i>Physical Table Name</i>	<i>Logical Table Name</i>	<i>Data Set Locations</i>	<i>Table Description</i>
EmpNameChg	Employee Name Change	PER	Name history for employees. Names are changed when requested by the employee.
EmpOrg	Employee Organization	PER	Current associations between an employee and university organizations. The current statistical job classification for an employee is also included.
EmpSSNChg	Employee Social Security Number Change	PER	Social security number history for employees. Social security numbers are changed for two reasons: 1) errors in the number; 2) non-US citizen employees are given a temporary number to use until their official number is received from the federal government.
EmpTenClkEnd	Employee Tenure Clock End	PER	Description of the Employee Tenure Clock End Code.
EmpTermin	Employee Termination	PER	Employment termination history for employees. Reasons for and dates of termination are included, as well as a rehire date when applicable.
EmpTermination	Employee Termination	PER	Description of the Employee Termination Code.
EmpVisa	Employee Visa	PER	Description of the Employee Visa Code.
FinClass	Financial Class	FIN	Description of the financial class code.
Fund	Funding	PER	Characteristics and history of individual fundings for an appointment, including account numbers, beginning and end dates, and pay rates. An appointment can have multiple simultaneous fundings.
FundSPF	Special Purpose Funding	PER	Description of the Special Purpose Funding Code.
JobCI3D	Job Class 3D	PER	Description of the Job Class 3D (Deans, Directors and Department Heads) Code.
JobClass	Job Class	PER	Description, characteristics, and history of job classification codes, including such elements as salary grade, financial class code, EEOC code, and job family code.
JobCIEEOC	Job Class Equal Opportunity Employment Commission	PER	Description of the Job Class Equal Opportunity Employment Commission Code.
JobCIFLSA	Job Class Fair Labor Standards Act	PER	Description of the Job Class Fair Labor Standards Act Code.
JobCIHist	Job Class History	PER	Description of the Job Class History Code.
JobCIJobFam	Job Class Job Family	PER	Description of the Job Class Job Family Code.
JobCIJobGrp	Job Class Job Group	PER	Description of the Job Class Job Group Code.
JobCIOccGrp	Job Class Occupational Group	PER	Description of the Occupational Group Code.
JobCIStat	Job Class Status	PER	Description of the Job Class Status Code.
Org	Organization	FIN	Characteristics of organizations, such as organization name, administrator, and associated organization group code.
PerMod	Personnel Modifier	PER	Description of the Employee Modifier Code and the Appointment Modifier Code.
PerModGrp	Personnel Modifier Group	PER	Description of the Personnel Modifier Group Code.
PerPrd	Personnel Period	PER	Description of the Personnel Period Code, the Appointment Period Code, and the Funding Period Code.

Legacy Human Resource Tables Description

<i>Physical Table Name</i>	<i>Logical Table Name</i>	<i>Data Set Locations</i>	<i>Table Description</i>
PerStatus	Personnel Tables Status	PER	Status of the update schedule for the human resource tables.
SpecialPayClass	Special Pay Class	PER	Characteristics and history of special pay classifications.
UMPrsnID	University of Michigan Person Identifier	IDCARD	Select elements from the University IDCard system.

Legacy Human Resource Primary Tables Diagram 08/05

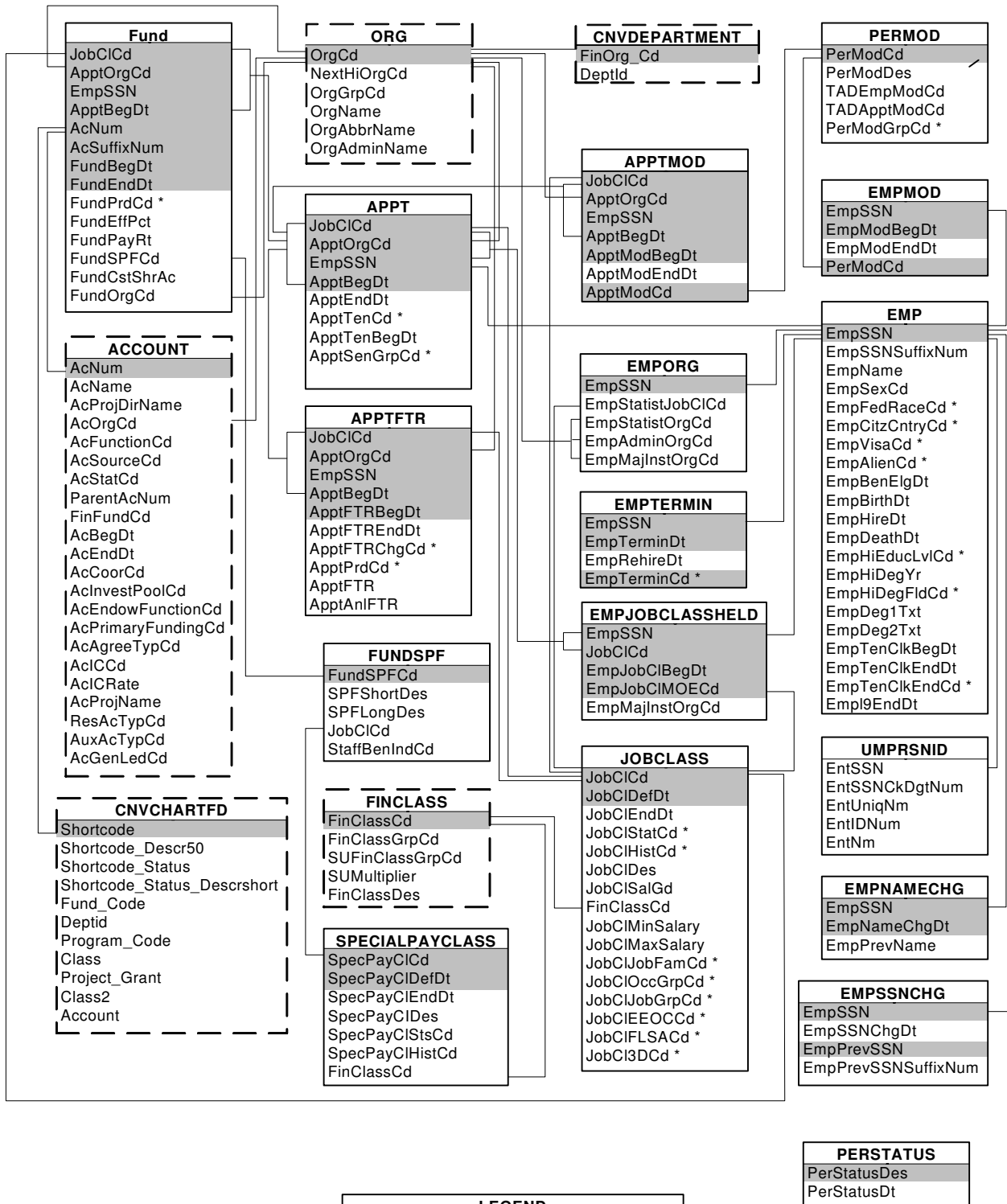
The Legacy Human Resource Primary Tables Diagram illustrates the *logical* relationships among the Legacy Human Resource Primary Tables. A logical link (connecting line) between two tables indicates that there is a direct data relationship between the two tables. *Physically*, any tables with a common element can be joined. However, two tables with common elements may not necessarily have logical links to one another. Joining tables without logical links may produce undesired results; a thorough understanding of the data is needed to guarantee results.

Elements on the Legacy Human Resource Primary Tables Diagram that you can use to join one or more description tables are indicated with an asterisk (*). Refer to page 7 for the Legacy Human Resource Description Tables Diagram.

Note: Use caution when you compose queries, particularly those that access the Appt, ApptFTR, and Fund tables; each of these tables contains over 200,000 rows.

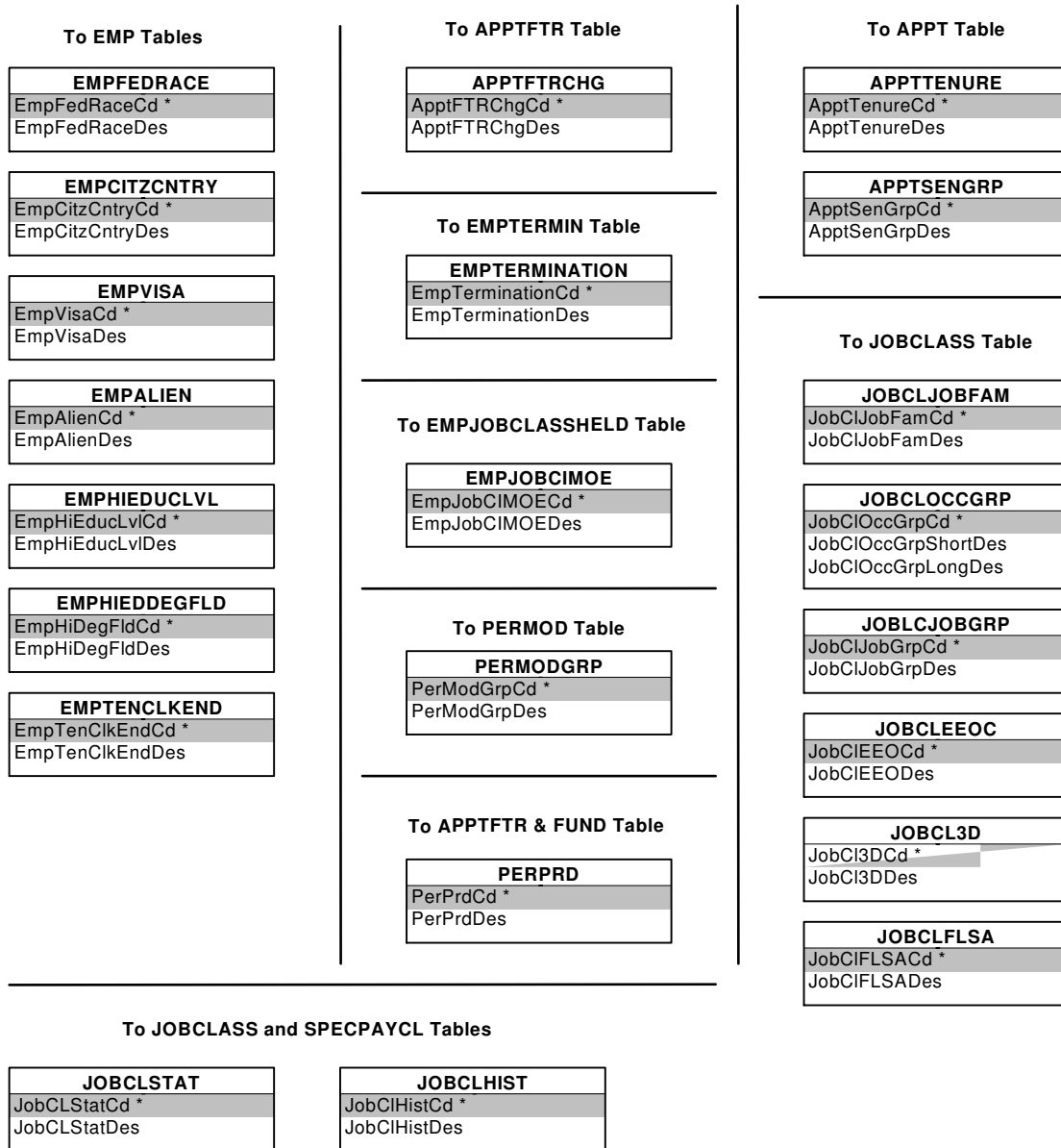
Note: The Legacy Human Resource Primary Tables diagram is shown on page 6.

Legacy Human Resource Primary Tables Diagram 8/05



Legacy Human Resource Description Tables Diagram 8/05

The Legacy Human Resource Description Tables Diagram illustrates the description tables associated with the Legacy Human Resource data set. You can use a description table alone, with other description tables, and with the primary Legacy Human Resource tables. To connect a description table to a primary table, join on the common element.



LEGEND
 = Primary Key
 * = Element joins to a Primary table

Legacy Human Resource Data Element Dictionary

The Legacy Human Resource Data Element Dictionary contains all the elements found in the U-M Data Warehouse Legacy Human Resource Tables, ordered alphabetically by element name. Here is a description of the information that the dictionary provides for each element:

Physical Element Name: Name for the element you can use in SQL queries.

Logical Element Name: Descriptive name of the element.

Format Length: Length of the element.

Format Type: Type of value of the element (for example: character, number, or date). *Note:* If the format type for an element is character or date, you must enclose the variable value in single quotes when entering queries.

Data Sets: The names of the data sets that contain the element.

Table Locations: The names of the tables in which the element is located.

Security Code: The level of security imposed on the element. Values are:

P Public data: Data with no access restriction that may be released to the general public.

R Private/Confidential data: Data available to University employees who need to access these data to perform their official University duties. Unless otherwise noted, all institutional data is designated as Private/Confidential.

S Sensitive data: Data available only to University employees who have specific authorization for access. Never release sensitive data in a manner that enables identifying data element values with a specific person or persons.

Element Definition: Description of the element.

Examples of Valid Values: Either the specific codes that are valid for the element, or samples of the kind of values for the element.

Attention

Human resource data is very flexible. Analyzing data across departments/units can be problematic because the data elements are not used consistently by all departments/units in the University. Do not assume that every department/unit uses every human resource data element in the same way. For example, departments/units may use different guidelines for granting tenure. Further, analyzing data over time can also cause unexpected results, because the data may not have been used the same way over a span of time. For example, changes in University policies, rules, coding practices, federal laws, and union agreements can all affect the manner in which data elements have been used over time. For questions about the human resource data, please contact the Human Resource Data Consultants at:

Ann Arbor Human Resources: 763-2387

Faculty and Staff Records: 764-9250

Medical Center Human Resources: 747-1911

<i>Physical Element Name</i>	<i>Logical Element Name</i>	<i>Format Length</i>	<i>Format Type</i>	<i>Data Sets</i>	<i>Table Locations</i>	<i>Security Code</i>	<i>Element Definition</i>	<i>Examples of Valid Values</i>
AcAgreeTypCd	Account Agreement Type Code	2	Character	FIN	Account	R	A code indicating the nature of the relationship between the University and the sponsor on externally funded projects.	01=Grant; 02=Cost Reimbursable Contract; 03=Fixed Price Contract; 00=Default for No Agreement Type
AcBegDt	Account Begin Date	9	Date	FIN	Account	R	The first date on which commitments may occur to an account.	15-SEP-91
AcCoorCd	Account Coordinator Code	2	Character	FIN	Account	R	A code representing the person or group in Financial Operations or ISR with responsibility for coordinating the financial activities of an account.	11; 12; 13
Account	Account Code	6	Character	CHRTFLD1	CnvChartFd	R	A code used to record and summarize financial transactions such as assets, liabilities, fund balances, revenues, expenses, statistics or budget accounts.	122100 = Accounts & Notes Receivable; 615020 = Postage/ Mailing; SHR = Investment Shares
AcEndDt	Account End Date	9	Date	FIN	Account	R	The date after which commitments may not be initiated or encumbered to an account.	15-SEP-91

Legacy Human Resource Data Element Dictionary

<i>Physical Element Name</i>	<i>Logical Element Name</i>	<i>Format Length</i>	<i>Format Type</i>	<i>Data Sets</i>	<i>Table Locations</i>	<i>Security Code</i>	<i>Element Definition</i>	<i>Examples of Valid Values</i>
AcEndowFunctionCd	Account Endowment Function Code	2	Character	FIN	Account	R	A code that designates the primary purpose related to a specified U-M endowment account or funds functioning as an endowment account. A "99" represents that an invalid code was entered in this field. A "00" is used for an account that is not an endowment account or funds functioning as an endowment account.	05=Instruction - Endowment; 15=Research - Endowment; 55=Instruction - FFAE
AcFunctionCd	Account Function Code	4	Character	FIN	Account	R	A code that designates the primary activity related to a specified U-M account.	0110 = Instruction; 0220 = Organized Research
AcGenLedCd	Account General Ledger Code	4	Character	FIN	Account	R	A code used primarily to identify a type of general ledger account. The Business School uses this code for grouping expendable and designated fund accounts.	4201=Cash; 4301=Cash Expendable Trustees; 4401=Cash
AcICCd	Account Indirect Cost Code	2	Character	FIN	Account	R	A code identifying a group of expense classifications which are included in the calculation of indirect cost for an account. A null value in this field is possible and represents that a code is not applicable to this account.	00=No indirect cost calculation (default if value left blank); 19 = All direct costs; 23 = Salaries and wages only
AcICRate	Account Indirect Cost Rate	5,4	Number	FIN	Account	R	The primary percentage rate used to charge indirect cost to an account. An indirect cost rate of 58% would be listed as 0.5800 in this field. A null value in this field is possible and represents that a rate is not applicable to this account.	0.0000; .3240; .5000

<i>Physical Element Name</i>	<i>Logical Element Name</i>	<i>Format Length</i>	<i>Format Type</i>	<i>Data Sets</i>	<i>Table Locations</i>	<i>Security Code</i>	<i>Element Definition</i>	<i>Examples of Valid Values</i>
AcInvestPoolCd	Account Investment Pool Code	1	Character	FIN	Account	R	A one-digit code indicating whether or not an account participates in the University Investment Pool.	0; 1; 9
AcName	Account Name	50	Character	FIN	Account	R	The title of a U-M account number assigned to accumulate financial activity for a particular purpose.	UNKNOWN; 0900000M1756; BUSINESS ADMINISTRATION LOAN FUND
AcNum	Account Number	6	Character	FIN	AcBalance AcClassFY AcClassMon Account AcEndowShare AuxAcMonBud RelAccount SoA SponAccount SUB	R	The number assigned to accumulate financial activity for a particular purpose.	014920; 364070; 947000; 100000
				PER	Fund			
AcOrgCd	Account Org Code	4	Character	PER	Account	R	A code that identifies each academic or administrative unit within the University.	1000=Office of the President; 1865=Romance Languages; 7600=North Campus Commons
				FIN	Account			

Legacy Human Resource Data Element Dictionary

<i>Physical Element Name</i>	<i>Logical Element Name</i>	<i>Format Length</i>	<i>Format Type</i>	<i>Data Sets</i>	<i>Table Locations</i>	<i>Security Code</i>	<i>Element Definition</i>	<i>Examples of Valid Values</i>
AcPrimaryFundingCd	Account Primary Funding Code	2	Character	FIN	Account	R	A code primarily used in the Operating funds to break down government sponsored programs to the Federal, State, and Local level. It is also used to indicate on the organization report if an account is coded to receive Endowment or UIP income. In the Plant Fund, this code is used to identify the source of funding for a project. In any fund, this code is not directly related to the AcSourceGrpCd.	00=Federal; 01=Endowment; 02=UIP
AcProjDirName	Account Project Director	30	Character	FIN	Account	R	The name of the person who has fiscal responsibility for a U-M account in the format Last, First Middle Initial.	SMITH, JANE A
AcProjName	Account Project Name	76	Character	FIN	Account	R	An optional title for some accounts, typically sponsored research accounts. A null value in this field is possible and represents that a title is not applicable to this account.	CANCER RESEARCH TRAINING IN NUCLEAR MEDICINE; STUDIES OF ELEMENTARY PARTICLES; MASS SPECTROMETER FOR GALILEO PROBE
AcSourceCd	Account Source Code	5	Character	FIN	Account	R	A code identifying the sponsor or donor of funds of the account. The codes are listed in alphabetical order of the sponsor.	02490=American Cancer Society; 12870=Campbell, William J., Memorial Scholarship; 03130=American Marketing Association

<i>Physical Element Name</i>	<i>Logical Element Name</i>	<i>Format Length</i>	<i>Format Type</i>	<i>Data Sets</i>	<i>Table Locations</i>	<i>Security Code</i>	<i>Element Definition</i>	<i>Examples of Valid Values</i>
AcStatCd	Account Status Code	1	Character	FIN	Account	R	A code specifying the current status of a U-M account.	O=Open; C=Closed; R=Re-opened; T=Terminated
AcSuffixNum	Account Suffix Number	1	Character	PER	Fund	R	A number used by the payroll office to uniquely identify a funding. Used when there is more than one funding for the same period of time on the same account number for different purposes.	0; 1; 2

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<i>Physical Element Name</i>	<i>Logical Element Name</i>	<i>Format Length</i>	<i>Format Type</i>	<i>Data Sets</i>	<i>Table Locations</i>	<i>Security Code</i>	<i>Element Definition</i>	<i>Examples of Valid Values</i>
ApptAnlFTR	Appointment Annual FTR	9,2	Number	PER	ApptFTR	R	The dollar amount of salary for an appointment that would be received if employed full time, calculated for a University Year or 12 months, based on the Appointment Period Code. Staff who have University Year appointments (ApptPrdCd's 4, 5 and 9) are NOT converted to a 12-month rate, because the University Year rate reflects how much money will be paid out in the course of one full year. The calculation used to derive this element is: If ApptPrdCd=2 then ApptFTR * 4.5 If ApptPrdCd=3 then ApptFTR * 2 If ApptPrdCd=4 then ApptFTR * 1 If ApptPrdCd=5 then ApptFTR * 1 If ApptPrdCd=6 then ApptFTR * 0 If ApptPrdCd=7 then ApptFTR * 1 If ApptPrdCd=8 then ApptFTR * 2080 If ApptPrdCd=9 then ApptFTR * 1 If ApptPrdCd=B then ApptFTR * 26 If ApptPrdCd=D then ApptFTR * 0	85263.75; 115329.00; 21000.00; 0.00
ApptBegDt	Appointment Begin Date	9	Date	PER	Appt ApptFTR Fund ApptMod	R	The date on which an appointment begins.	15-MAY-90
ApptEndDt	Appointment End Date	9	Date	PER	Appt	R	The last date on which an appointment is in effect. September 9, 3999 represents that an appointment is open ended.	15-MAY-90

<i>Physical Element Name</i>	<i>Logical Element Name</i>	<i>Format Length</i>	<i>Format Type</i>	<i>Data Sets</i>	<i>Table Locations</i>	<i>Security Code</i>	<i>Element Definition</i>	<i>Examples of Valid Values</i>
ApptFTR	Appointment Full Time Pay Rate	9,2	Number	PER	ApptFTR	R	The dollar amount of salary for an appointment that would be received if employed full time. The pay rate is based on the appointment period for the appointment (e.g. per 12 month; per hour); therefore the ApptFTR must be used with the ApptPrdCd.	12000.00; 300.00; 5.00; 35000
ApptFTRBegDt	Appointment Full Time Pay Rate Begin Date	9	Date	PER	ApptFTR	R	The date on which the full time pay rate for an appointment begins.	15-MAY-90
ApptFTRChgCd	Appointment Full Time Pay Rate Change Code	1	Character	PER	ApptFTR ApptFTRChg	R	A code that indicates the reason for a change in the pay rate for an appointment. The code does not apply to first rate in a new appointment, thus FTRChgCd for a new appointment may be null.	C=Merit/Equity; 2=Promotion; 3=Demotion; 7=Merit; 8=Equity
ApptFTRChgDes	Appointment Full Time Pay Rate Change Description	60	Character	PER	ApptFTRChg	R	A textual description of the code that indicates the reason for a change in the pay rate for an appointment.	MERIT/EQUITY; PROMOTION; DEMOTION; MERIT; EQUITY
ApptFTREndDt	Appointment Full Time Pay Rate End Date	9	Date	PER	ApptFTR	R	The last date on which the full time pay rate for an appointment is in effect.	15-MAY-90
ApptModBegDt	Appointment Modifier Begin Date	9	Date	PER	ApptMod	R	The date on which an appointment has a particular status begins. For a description, see PerModDes.	15-MAY-90
ApptModCd	Appointment Modifier Code	3	Character	PER	ApptMod	R	A code from the operational system that defines a special status of an appointment. For a description, see PerModDes.	AH=Seasonal Appointment; AU=Temporarily Reassigned; DS=Acting Appointment

Legacy Human Resource Data Element Dictionary

<i>Physical Element Name</i>	<i>Logical Element Name</i>	<i>Format Length</i>	<i>Format Type</i>	<i>Data Sets</i>	<i>Table Locations</i>	<i>Security Code</i>	<i>Element Definition</i>	<i>Examples of Valid Values</i>
ApptModEndDt	Appointment Modifier End Date	9	Date	PER	ApptMod	R	The last date on which an appointment has a particular status in effect.	15-MAY-90
ApptOrgCd	Appointing Org Code	4	Character	PER	Appt ApptFTR Fund ApptMod	R	The department which is granting an appointment and is responsible for commitment of title and tenure. This may or may not be the organization responsible for funding the appointment.	1000=Office of the President; 1865=Romance Languages; 7600=North Campus Commons
ApptPrdCd	Appointment Period Code	1	Character	PER	ApptFTR	R	A code describing the time period associated with the full time rate for an appointment. For a description, see PerPrdDes.	8=Hourly; B=Biweekly; 3=Term
ApptSenGrpCd	Appointment Seniority Group Code	2	Character	PER	Appt ApptSenGrp	R	A code representing a seniority group, a negotiated geographical grouping for some bargained-for employees, as defined in union bargaining agreements.	B=WCLBTBD- University Hospital, Ann Arbor; W=MAP-Parking, Ann Arbor
ApptSenGrpDes	Appointment Seniority Group Description		Character	PER	ApptSenGrp	R	A textual description of the code representing a seniority group, a negotiated geographical grouping for some bargained-for employees, as defined in union bargaining agreements.	B=WCLBTBD- UNIVERSITY HOSPITAL, ANN ARBOR; W=MAP-PARKING, ANN ARBOR
ApptTenBegDt	Appointment Tenure Begin Date	9	Date	PER	Appt	R	The date that tenure was first effective for an instructional appointment.	15-MAY-90

<i>Physical Element Name</i>	<i>Logical Element Name</i>	<i>Format Length</i>	<i>Format Type</i>	<i>Data Sets</i>	<i>Table Locations</i>	<i>Security Code</i>	<i>Element Definition</i>	<i>Examples of Valid Values</i>
ApptTenCd	Appointment Tenure Code	1	Character	PER	Appt	R	A code identifying the tenure status for an instructional appointment. Full Professors and Associate Professors have a tenure status of either T or N. All other instructional appointments (Lecturer, Assistant Professor, Instructor, and supplemental instructional appointments) are coded with a P. A P represents that the person does not have tenure and may or may not be on the tenure track. Non-instructional appointments do not carry tenure and thus a null is indicated for them.	As of 6/9/92, the codes are: N=Without Tenure; T=Tenure; P=Person does not have tenure and may or may not be on the tenure track.
ApptTenureCd	Appointment Tenure Code	1	Character	PER	ApptTenure	R	A code identifying the tenure status for an instructional appointment. Full Professors and Associate Professors have a tenure status of either T or N. All other instructional appointments (Lecturer, Assistant Professor, Instructor, and supplemental instructional appointments) are coded with a P. A P represents that the person does not have tenure and may or may not be on the tenure track. Non-instructional appointments do not carry tenure and thus a null is indicated for them.	As of 6/9/92, the codes are: N=Without Tenure; T=Tenure; P=Person does not have tenure and may or may not be on the tenure track.

Legacy Human Resource Data Element Dictionary

<i>Physical Element Name</i>	<i>Logical Element Name</i>	<i>Format Length</i>	<i>Format Type</i>	<i>Data Sets</i>	<i>Table Locations</i>	<i>Security Code</i>	<i>Element Definition</i>	<i>Examples of Valid Values</i>
ApptTenureDes	Appointment Tenure Description	20	Character	PER	ApptTenure	R	A textual description of the code identifying the tenure status for the instructional appointment.	As of 6/9/92, the codes are: N=WITHOUT TENURE; T=TENURE; P=PERSON (does not have tenure and may or may not be on the tenure track.)
AuxAcTypCd	Auxiliary Account Type Code	2	Character	FIN	Account	R	A code used to indicate the type of auxiliary account. A null value in this field is valid and indicates that the code is not applicable to that account.	01=Asset; 05=Revenue, Operating; 06=Expense, Debt Repayment; 07=Revenue, Non-Operating
Class	Class Code	5	Character	CHRTFLD1	CnvChartFd	R	A code used to group related activities directed towards the accomplishment of a set of common identifiable objectives or purposes.	11000 = General Academic Instruction; 21000= Departmental Research; 72000 = Utilities
Class2	Class2 Code	5	Character	CHRTFLD1	CnvChartFd	R	A code used to group related activities directed towards the accomplishment of a set of common identifiable objectives or purposes. This 'second' class field is used to map legacy function codes to their Indirect Cost Recovery (ICR) excluded classes.	1100X = Gen Acad Instr-ICRX;
Deptid	Department Identification Code	10	Character	CHRTFLD1	CnvChartFd CnvDepartment	R	A code that identifies each academic or administrative unit that has programmatic, operational and fiscal (including budgetary) responsibility.	184500 = Physics Department; 170000 = College of Lit, Science & Arts

<i>Physical Element Name</i>	<i>Logical Element Name</i>	<i>Format Length</i>	<i>Format Type</i>	<i>Data Sets</i>	<i>Table Locations</i>	<i>Security Code</i>	<i>Element Definition</i>	<i>Examples of Valid Values</i>
EmpAdminOrgCd	Employee Administrative Organization Code	4	Character	PER	EmpOrg	R	A code for the administrative entity which, as of the extract date, is responsible for the terms and conditions of employment for an employee (inclusive for all appointments). For descriptions see Organization Code Name.	1000=Office of the President; 1865=Romance Languages; 7600=North Campus Commons
EmpAlienCd	Employee Alien Code	1	Character	PER	Emp EmpAlien	R	A code used to identify alien status for an employee. It is used for U.S. federal tax purposes. The default value = D.	A=Resident Alien; B=Alien; C=Alien under Tax Treaty; D=U.S. Citizen
EmpAlienDes	Employee Alien Description	25	Character	PER	EmpAlien	R	A textual description of the code used to identify alien status for an employee. It is used for U.S. federal tax purposes.	RESIDENT ALIEN; ALIEN; ALIEN UNDER TAX TREATY; U.S. CITIZEN
EmpBenElgDt	Employee Benefit Eligibility Date	9	Date	PER	Emp	R	The date on which the staff member was appointed to a new benefit job family and becomes eligible for additional staff benefits.	03-JAN-89
EmpBirthDt	Employee Date of Birth	9	Date	PER	Emp	R	The date of birth for an employee as reported to the University.	15-MAY-60
EmpCitzCntryCd	Employee Country of Citizenship Code	2	Character	PER	Emp EmpCitzCntry	R	A code representing the primary country of citizenship for an employee.	US=blank; CA=Canada; UK=United Kingdom
EmpCitzCntryDes	Employee Country of Citizenship Description	45	Character	PER	EmpCitzCntry	R	A textual description of the primary country of citizenship for an employee.	UNITED STATES; CANADA; UNITED KINGDOM
EmpDeathDt	Employee Date of Death	9	Date	PER	Emp	R	The date of death for an employee as reported to the University.	15-MAY-90
EmpDeglTxt	Employee Degree 1 Text	6	Character	PER	Emp	R	Degree(s) earned above a high school diploma by an employee. This is a free form text field.	A.A.; B.A.; PH.D.; J.D.; M.D.

Legacy Human Resource Data Element Dictionary

<i>Physical Element Name</i>	<i>Logical Element Name</i>	<i>Format Length</i>	<i>Format Type</i>	<i>Data Sets</i>	<i>Table Locations</i>	<i>Security Code</i>	<i>Element Definition</i>	<i>Examples of Valid Values</i>
EmpDeg2Txt	Employee Degree2 Text	16	Character	PER	Emp	R	Degree(s) earned above a high school diploma by an employee. This is a free form text field.	A.A.; B.A.; PH.D.; J.D.; M.D.
EmpFedRaceCd	Employee Federal Race Code	1	Character	PER	Emp EmpFedRace	S	A code representing an employee's ethnic origin or race as defined by the federal Equal Employment Opportunity Commission (EEOC). Data for this element should never be released in a name linked fashion.	As of 10/28/93, the codes are: 1=Black; 2=Asian; 3=Native American; 4=Hispanic; 5=Other
EmpFedRaceDes	Employee Federal Race Description	35	Character	PER	EmpFedRace	R	A textual description of the code representing an employee's ethnic origin or race. Data for this element should never be released in a name linked fashion.	As of 10/28/93, the descriptions are: BLACK; ASIAN; NATIVE AMERICAN; HISPANIC; OTHER
EmpHiDegFldCd	Employee Highest Degree Field of Specialization Code	4	Character	PER	Emp EmpHiDegFld	R	A code representing the primary field of study associated with the highest degree earned as reported to the University by an employee.	0000 = no known educational field; 1212=Physical Therapy; 2205=History
EmpHiDegFldDes	Employee Highest Degree Field of Specialization Description		Character	PER	EmpHiDegFld	R	A textual description of the code representing the primary field of study associated with the highest degree earned as reported to the University by an employee.	0000 = NO KNOWN EDUCATIONAL FIELD; 1212=PHYSICAL THERAPY; 2205=HISTORY
EmpHiDegYr	Employee Highest Degree Year	4	Character	PER	Emp	R	The year in which the highest degree reported to the University for an employee was earned.	1990; 1967; 1985
EmpHiEducLvlCd	Employee Highest Education Level Code	2	Character	PER	Emp EmpHiEducLvl	R	A code indicating the highest level of education or training attained as reported to the University by an employee.	A=Less than High School Diploma; E=Bachelor's Degree; P=Nursing Diploma

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EmpHiEducLvlDes	Employee Highest Education Level Description	70	Character	PER	EmpHiEducLvl	R	A textual description of the code indicating the highest level of education or training attained as reported to the University by an employee.	LESS THAN HIGH SCHOOL DIPLOMA; BACHELOR'S DEGREE; NURSING DIPLOMA
EmpHireDt	Employee Date of Hire	9	Date	PER	Emp	R	The date on which the current continuous employment relationship was established, as defined in the Standard Practice Guide.	15-MAY-90
EmpI9EndDt	Employee I9 End Date	9	Date	PER	Emp	R	The last date on which the I9 record for an employee is in effect. If an employee has multiple I9 records, this is the one with an end date furthest in the future. I9 represents the Immigration and Naturalization Service's "Employment Eligibility Verification Form." The date September 9, 3999 represents the I9 status is open ended.	15-MAY-90
EmpJobClBegDt	Employee Job Class Code Begin Date	9	Date	PER	EmpJobClassHeld	R	The date on which an employee was most recently assigned to a job classification code.	15-MAY-90
EmpJobClMOECd	Employee Job Class Method of Entry Code	1	Character	PER	EmpJobClassHeld EmpJobClMOE	R	A code indicating the method by which an employee entered a job classification code. Default value is 0, which represents code not given.	1=new hire; 3=transfer; 2=promotion; 5=additional appointment; 4=demotion
EmpJobClMOEDes	Employee Job Class Method of Entry Description	40	Character	PER	EmpJobClMOE	R	A textual description of the code indicating the method by which an employee entered a job classification code.	NEW HIRE; TRANSFER; PROMOTION; ADDITIONAL APPOINTMENT; DEMOTION

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EmpMajInstOrgCd	Employee Major Instructional Organization Code	4	Character	PER	EmpOrg	R	A code for the academic entity to which, as of the extract date, an instructional employee has permanent instructional allegiance. For description see OrgCdName.	1865=Romance Languages; 4525=Kinesiology; 2370=Internal Medicine
EmpModBegDt	Employee Modifier Begin Date	9	Date	PER	EmpMod	R	The date on which a particular status begins for an employee.	15-MAY-90
EmpModEndDt	Employee Modifier End Date	9	Date	PER	EmpMod	R	The last date on which an employee has a particular status in effect.	15-May-90
EmpName	Employee Name	30	Character	PER	Emp	R	The name of an employee as reported to the University, in the format "Last, First, Middle".	SMITH, LESLIE, ALLISON; JONES (JR), DAVID, RALPH, MUHAMMED, ALI,,
EmpNameChgDt	Employee Name Change Date	9	Date	PER	EmpNameChg	R	The date on which an employee's name was changed on the operational system.	15-MAY-90
EmpPrevName	Employee Previous Name	30	Character	PER	EmpNameChg	R	A name that was previously used to identify an employee as reported to the University.	WINTERS, LESLIE, ALLISON; SMITH, BILL,,
EmpPrevSSN	Employee Previous Social Security Number	9	Character	PER	EmpSSNChg	R	A nine digit number previously used by the University to identify an employee. This could be an interim University assigned number replaced by the SSN, or an error in the original key entry of the SSN.	000000390; 385928538; 383829564
EmpPrevSSNSuffixNum	Employee Previous Social Security Number Suffix Number	1	Character	PER	EmpSSNChg	R	A digit calculated by the University to be appended to an EmpPrevSSN.	3; 9; 6
EmpRehireDt	Employee Rehire Date	9	Date	PER	EmpTermin	R	The date on which an employee is rehired after having previously terminated employment with the University.	15-MAY-90

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EmpSexCd	Employee Sex Code	1	Character	PER	Emp	S	A code representing the sex of an employee as reported to the University. The descriptions for the codes are: M=Male; F=Female.	As of 10/28/93, the codes are: M=Male; F=Female
EmpSSN	Employee Social Security Number	9	Character	PER	Appt ApptFTR Emp Fund EmpJobClassHeld EmpTermin EmpSSNChg EmpNameChg EmpMod ApptMod EmpOrg	S	A nine-digit number assigned by the Federal government, used by the University to uniquely identify a person. If the SSN is not available, an interim number is assigned by the University. An employee's social security number should never be released unless required by law.	000000890; 364525224; 344265612
EmpSSNChgDt	Employee Social Security Number Change Date	9	Date	PER	EmpSSNChg	R	The date on which the social security number (or interim number) was changed in the operational database to replace the EmpPrevSSN.	15-MAY-90
EmpSSNSuffixNum	Employee Social Security Number Suffix Number	1	Character	PER	Emp	R	A digit calculated by the University to be appended to an EmpSSN.	3; 9; 6
EmpStatistJobCICd	Employee Statistical Job Classification Code	5	Character	PER	EmpOrg	R	A code identifying the job classification title in which an employee, as of the extract date, has the largest appointment effort for a current fiscal year (July 1 through June 30). The largest means the most effort in a job classification title, either from a single appointment or from the sum of a number of appointments with the same title. For descriptions, see JobCIDes.	25897=Admin Asst; 20100=Professor; 95428=Stockkeeper I

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EmpStatistOrgCd	Employee Statistical Organization Code	4	Character	PER	EmpOrg	R	An entity in which an employee has the largest appointment effort or hours for a current fiscal year, as of the extract date. The entity selected must be the one in which the Employee Statistical Job Class Code resides.	1000=Office of the President; 1865=Romance Languages; 7600=North Campus Commons
EmpTenClkBegDt	Employee Tenure Clock Begin Date	9	Date	PER	Emp	R	The date on which an instructional employee enters the tenured or tenure track ranks (Professor through Instructor).	15-MAY-90
EmpTenClkEndCd	Employee Tenure Clock End Code	1	Character	PER	Emp EmpTenClkEnd	R	A code identifying the reason an instructional employee is no longer associated with the tenured or tenure track ranks (Professor through Instructor).	B=Retirement; E=Another educational institution; K=Deceased; 3=Accepted a full time clinical position
EmpTenClkEndDes	Employee Tenure Clock End Description	20	Character	PER	Emp EmpTenClkEnd	R	A textual description of the code identifying the reason an instructional employee is no longer associated with the tenured or tenure track ranks (Professor through Instructor).	B=RETIREMENT; E=ANOTHER EDUCATIONAL INSTITUTION; K=DECEASED; 3=ACCEPTED A FULL TIME CLINICAL POSITION
EmpTenClkEndDt	Employee Tenure Clock End Date	9	Date	PER	Emp	R	The last date on which an instructional employee is associated with the tenured or tenure track ranks (Professor through Instructor).	15-MAY-90
EmpTerminCd	Employee Termination Code	2	Character	PER	EmpTermin EmpTermination	R	A code indicating the reason for termination of employment from the University for an employee.	TB=retired; GE=another educational institution-promotion; TJ=Quit w/o notice; TK=deceased

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EmpTerminDes	Employee Termination Description	50	Character	PER	EmpTermination	R	A textual description of the code indicating the reason for termination of employment from the University for an employee.	RETIRED; ANOTHER EDUCATIONAL INSTITUTION- PROMOTION; QUIT W/O NOTICE; DECEASED
EmpTerminDt	Employee Termination Date	9	Date	PER	EmpTermin	R	The date on which employment at the University is terminated. An employee can have multiple termination dates.	15-MAY-90
EmpVisaCd	Employee Visa Code	2	Character	PER	Emp EmpVisa	R	A code representing the type of visa issued to a non-U.S. citizen.	J1=Exchange Visitor; PR=Permanent Residence; F1=Student
EmpVisaDes	Employee Visa Description	74	Character	PER	EmpVisa	R	A textual description of the code representing the type of visa issued to a non-U.S. citizen.	EXCHANGE VISITOR; PERMANENT RESIDENCE; STUDENT
EntIdNum	Entity Identification Number	8	Character	IDCARD	UMPrsnID	R	A University identification number that uniquely identifies an entity.	18140269; 69359778
EntNm	Entity Name	60	Character	IDCARD	UMPrsnID	R	The name of a person associated with the University of Michigan.	JOHN ALAN SMITH
EntSSN	Entity Social Security Number	9	Character	IDCARD	UMPrsnID	S	A specific entity's social security number. Data for this element should never be released in a name linked fashion.	123456789
EntSSNckDgtNum	Entity Social Security Number Check Digit Number	1	Character	IDCARD	UMPrsnID	R	The check digit number assigned to an entity which combined with the social security number makes a unique identification number.	3

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EntUniqNm	Entity Unique Name	8	Character	IDCARD	UMPrsnID	R	A short sequence of characters (three to eight) that serves as a unique campus-wide name or identity for a user of computer services.	jasmith
FinClassCd	Financial Class Code (FDS)	4	Character	FIN	AcClass	R	A code that classifies dollars into various categories of revenue and expense. Expense class codes are numbered 1000-4999. Revenue class codes are numbered 0000-0999 and 5000-9999.	1201=Professional and Administrative; 2050=Hosp Depr-- Building; 6050=Gift Receipts
				PER	JobClass			
					SpecialPayClass			
FinClassDes	Financial Class Description	32	Character	FIN	FinClass	R	A textual description of the code that classifies dollars into various categories of revenue and expense.	PROFESSIONAL AND ADMINISTRATIVE; HOSP DEPR— BUILDING; GIFT RECEIPTS
FinClassGrpCd	Financial Class Group Code	3	Character	FIN	FinClass	R	A code used to group class codes that serve a similar purpose. For example, Class group code 005 (instructional staff salaries) is assigned to these class codes: 1105 Professor, 1112, Associate Professor, 1119 Assistant Professor, and so on.	005=Instructional Salaries; 060=Travel; 124=Inventory Rebuilding
FinFundCd	Financial Fund Code	3	Character	FIN	Account	R	A code used to identify a range of account numbers determined by the source of funds and intended use of the funds.	050=General Fund (AA); 330=Expendable Restricted Fund; 450=Student Loan
FinOrg_Cd	Legacy Organization Code	4	Character	CHRTFLD1	CnvDepartment	R	A code that identifies each academic or administrative unit within the University.	1000 = Office of the President; 1520 = Museum of Art; 1865 = Romance Languages

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Fund_Code	Fund Code	5	Character	CHRTFLD1	CnvChartFd	R	A code used to identify the source of funds and intended use of the funds.	10000 = General; 52000 = Auxiliary-Internal Services
FundBegDt	Funding Begin Date	9	Date	PER	Fund	R	The date on which an account number begins to fund an appointment at a particular Funding Pay Rate.	15-MAY-90
FundCstShrAc	Funding Cost Share Account	6	Character	PER	Fund	R	The account number which identifies the externally funded project for which effort and money is being attributed to cost sharing.	389448; 343612; 024193
FundEffPct	Funding Effort Percent	4,3	Number	PER	Fund	R	The percent of effort funded from an account number.	1.000; 0.800; 0.500
FundEndDt	Funding End Date	9	Date	PER	Fund	R	The last date on which an account number funds an appointment at a given funding effort. A date of September 9, 3999 represents that this funding is open ended.	15-MAY-90
FundOrgCd	Funding Organization Code	4	Character	PER	Fund		The department which is responsible, at the time of the funding, for providing this particular funding for an appointment.	1000=Office of the President; 1865=Romance Languages; 7600=North Campus Commons
FundPayRt	Funding Pay Rate	9,2	Number	PER	Fund	R	Amount of money paid from a specific account for a particular period of time.	20000.00; 0.00; 5350.00
FundPrdCd	Funding Period Code	1	Character	PER	Fund	R	A code identifying the duration of the funding rate assigned to an appointment. For a description, see PerPrdDes.	7=12 months; 3=Term; 4=University Year

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FundSPFCd	Funding Special Purpose Code	2	Character	PER	Fund FundSPF	R	A code identifying a special characteristic of a funding. It may not apply to the entire funding if the appointment has multiple simultaneous fundings.	DH=Named Professorship; FA=Incentive; PR=Shift Premium; RM=Instructional Overload Assignment; ZA=Professor Cost Sharing
JobCl3DCd	Job Class 3D Code	1	Character	PER	JobClass JobCl3D	R	A code representing the level of administrative/supervisory responsibility associated with a job classification code.	A=SUPERVISORS B=MANAGERS/NON ACADEMIC C=ADMINISTRATORS / NON ACADEMIC D=ACADEMIC E=ADMINISTRATORS / ACADEMIC
JobCl3DDes	Job Class 3D Description	50	Character	PER	JobCl3D	R	A textual description of the code representing the level of administrative/supervisory responsibility associated with a job classification code.	A=SUPERVISORS B=MANAGERS/NON ACADEMIC C=ADMINISTRATORS / NON ACADEMIC D=ACADEMIC E=ADMINISTRATORS / ACADEMIC
JobClCd	Job Class Code	5	Character	PER	Appt ApptFTR ApptMod EmpJobClassHeld Fund FundSPF JobClass	R	A code identifying a job classification title established by the Office of Human Resources and Affirmative Action.	20100=Professor; 25897=Admin Asst; 20500=Grad Stu Teach Asst

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JobCIDefDt	Job Class Definition Date	9	Date	PER	JobClass	R	The last date the job class information or other related information was updated for any reason.	15-MAY-90
JobCIDes	Job Class Description	25	Character	PER	JobClass	R	A textual description of the code that identifies a job classification title, as established by the Office of Human Resources and Affirmative Action. This is the abbreviated version of the long title for a job classification code in the operational system.	PROFESSOR; ADMIN ASST; GRAD STU TEACH ASST
JobCIEEOCCd	Job Class EEOC Code	1	Character	PER	JobClass JobCIEEOC	R	A code that defines groups of job classification codes according to federal EEOC (Equal Employment Opportunity Commission) guidelines.	A=Executive/Administ rative/Managerial; B=Instructional; D=Office/Secretarial
JobCIEEOCDes	Job Class EEOC Description	50	Character	PER	JobCIEEOC	R	A textual description of the code that defines groups of job classification codes according to federal EEOC (Equal Employment Opportunity Commission) guidelines.	EXECUTIVE/ADMINISTRA TIVE/MANAGERIAL; INSTRUCTIONAL; OFFICE/SECRETARIAL
JobCIEndDt	Job Class End Date	9	Date	PER	JobClass	R	A date used in conjunction with JobCIDefDt to determine the period of time which a specific set of job class related data was effective.	15-MAY-90
JobCIFLSACd	Job Class FLSA Code	2	Character	PER	JobClass JobCIFLSA	R	A code that defines groups of job classification codes according to the FLSA (Fair Labor Standards Act), used to administer overtime payments and to trigger some benefits.	As of 6/9/92, the codes are: NE is non-exempt; EE, EA, and EP are exempt from overtime provisions of FLSA.

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JobCIFLSADes	Job Class FLSA Description	30	Character	PER	JobCIFLSA	R	A textual description of the code that defines groups of job classification codes according to the FLSA (Fair Labor Standards Act), used to administer overtime payments and to trigger some benefits.	NON-EXEMPT; EXEMPT from overtime provisions of FLSA.
JobCIHistCd	Job Class History Code	1	Character	PER	JobCIHist JobClass	R	A code indicating whether a job classification code is current or historical as of the Job Class Begin Date for the record.	As of 10/28/93, the codes are: C=Current; H=History
JobCIHistDes	Job Class History Description	7	Character	PER	JobCIHist	R	A textual description of the code indicating whether a job classification code is current or historical as of the Job Class Begin Date for the record.	As of 10/28/93, the codes are: C=CURRENT; H=HISTORY
JobCIJobFamCd	Job Class Job Family Code	2	Character	PER	JobClass JobCIJobFam	R	A code that groups job classification codes with similar salary grade systems, benefit plans, and applicable Standard Practice Guide sections.	31=Nurses; 50=Office; 10=Regular Instructional Staff
JobCIJobFamDes	Job Class Job Family Description	40	Character	PER	JobCIJobFam	R	A textual description of the code that groups job classification codes which have similar salary grade systems, benefit plans, and applicable Standard Practice Guide sections.	NURSES; OFFICE; REGULAR INSTRUCTIONAL STAFF
JobCIJobGrpCd	Job Class Job Group Code	3	Character	PER	JobClass JobCIJobGrp	R	A code that groups job classification codes according to a system negotiated between the University and the Office of Federal Contract Compliance Programs.	964=Cooks and Bakers; 371=Librarians; 001=Executive Officers, Deans and Directors

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JobCIJobGrpDes	Job Class Job Group Description	27	Character	PER	JobCIJobGrp	R	A textual description of the code that groups job classification codes according to a system negotiated between the University and the Office of Federal Contract Compliance Programs.	964=COOKS AND BAKERS; 371=LIBRARIANS; 001=EXECUTIVE OFFICERS, DEANS AND DIRECTORS
JobCIMaxSalary	Job Class Maximum Salary	11,2	Number	PER	JobClass	R	The University defined maximum salary for the job class. Ungraded Job class job family will be null.	19,180.00 105,700.00
JobCIMinSalary	Job Class Minimum Salary	11,2	Number	PER	JobClass	R	The University defined minimum salary for the job class. Ungraded Job class job family will be null.	10,130.00 21,180.00
JobCIOccGrpCd	Job Class Occupational Group Code	4	Character	PER	JobClass JobCIOccGrp	R	A code which groups job classification codes having similarities for employment and compensation activities.	610=Development; 744=Investments; 793=Bookkeeping
JobCIOccGrpLongDes	Job Class Occupational Group Long Description	30	Character	PER	JobCIOccGrp	R	A textual description of the code which groups job classification codes having similarities for employment and compensation activities.	610=UR DEVELOPMENT; 744=BF FA/C/FMINVES; 793=BF OSS BOOKKEEPIN
JobCIOccGrpShortDes	Job Class Occupational Group Short Description	10	Character	PER	JobCIOccGrp	R	An abbreviated description of the code which groups job classification codes having similarities for employment and compensation activities.	610=UR DEV 744=BF INV 793=BF BKE
JobCISalGd	Job Class Salary Grade	2	Character	PER	JobClass	R	A code associated with salary ranges. Must be used in conjunction with Job class Job Family Code. Ungraded Job class job family will be null.	04; 10; 12; N1; HJ

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JobClStatCd	Job Class Status Code	1	Character	PER	JobClStat JobClass	R	A code indicating whether or not a job classification code is available for use as of the Job Class Begin Date for that record. This field will be "inactive" for all job classes that were not available as of the begin date of the record and "active" for all job classes that are available as of the begin date of the record.	As of 10/28/93, the codes are: A=Active; I=Inactive
JobClStatDes	Job Class Status Description	8	Character	PER	JobClStat	R	A textual description of the code indicating whether or not a job classification code is available for use as of the Job Class Begin Date for that record. This field will be "inactive" for all job classes that were not available as of the begin date of the record and "active" for all job classes that are available as of the begin date of the record.	As of 10/28/93, the codes are: A=ACTIVE; I=INACTIVE
NextHiOrgCd	Next Higher Organization Code	4	Character	FIN	Org	R	The organization code of the next higher level to which an organization code reports. See OrgName for description of the code.	1000; 0210; 1400
OrgAbbrName	Organization Abbreviated Name	20	Character	FIN	Org	R	Abbreviated version of the full organization name.	OFF OF THE PRESIDENT; MICROCOMPUTER ED CTR; OFF OF VP FOR RES
OrgAdminName	Organization Administrator Name	30	Character	FIN	Org	R	The name of the person who is assigned responsibility for an organization code in the format Last, First Middle Initial.	SMITH, JANE A

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OrgCd	Org Code (FDS)	4	Character	FIN	Account Org	R	A code that identifies each academic or administrative unit within the University.	1000=Office of the President; 1865=Romance Languages; 7600=North Campus Commons
				PER				
OrgGrpCd	Organization Group Code	2	Character	FIN	Org	R	A code used to group OrgCd (Organization Codes) for reporting purposes. Generally used to group Schools, Colleges, administrative areas, and vice presidential areas.	I=Office of VP Research; &=Institute for Social Research; E=School of Education; 28=School of Art
OrgName	Organization Name	32	Character	FIN	Org	R	The full organization name.	OFFICE OF THE PRESIDENT; ROMANCE LANGUAGES; MUSEUM OF ART
ParentAcNum	Parent Account Number	6	Character	FIN	Account	R	An account number from which funds are distributed to other accounts. Each account has a parent account, which can be itself.	000030; 139674; 793323
PerModCd	Personnel Modifier Code	3	Character	PER	PerMod EmpMod	R	A code that defines a special status of an appointment for an employee.	380=Temporarily Reassigned; 410=RIF-Seasonal Appointment; 890=Without Salary Appointment; 900=Acting Appointment

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PerModDes	Personnel Modifier Description	45	Character	PER	PerMod	R	A textual description of the code that defines a special status of an appointment for an employee.	TEMPORARILY REASSIGNED; RIF-SEASONAL APPOINTMENT; WITHOUT SALARY APPOINTMENT; ACTING APPOINTMENT
PerModGrpCd	Personnel Modifier Group Code	3	Character	PER	PerMod PerModGrp	R	A code used for grouping personnel modifier codes.	LVS=Leaves; HON=Honors; MSC=Miscellaneous
PerModGrpDes	Personnel Modifier Group Description	3	Character	PER	PerModGrp	R	A textual description of the code used for grouping personnel modifiers.	LVS=LEAVES; HON=HONORS; MSC=MISCELLANEOUS
PerPrdCd	Personnel Period Code	1	Character	PER	PerPrd	R	A code describing a time period. These codes are the Appointment Period Code and the Funding Period Code.	8=HOURLY B=BIWEEKLY 3=TERM
PerPrdDes	Personnel Period Description	30	Character	PER	PerPrd	R	A textual description of the codes describing a time period. These codes are the Appointment Period Code and the Funding Period Code.	HOURLY; BIWEEKLY; TERM
Program_Code	Program Code	5	Character	CHRTFLD1	CnvChartFd	R	A code identifying a group of related activities, cost centers, revenue centers, responsibility centers and academic programs. These activities may occur within a single department or across multiple departments.	ADMIS = Admissions; RERET = Recruitment & Retention
Project_Grant	Project/Grant Code	15	Character	CHRTFLD1	CnvChartFd	R	A code used to accumulate financial information on a set of activities over a limited time span. Used for contracts and grants, construction projects and unit-defined projects.	C026993; F000101

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ResAcTypCd	Research Account Type Code	2	Character	FIN	Account	R	A code used to distinguish between internally and externally funded research. A null value in this field is possible and represents that the code is not applicable to this account.	01=Research-External; 02=Research-Internal
Shortcode	ShortCode Number	6	Character	CHRTFLD1	CnvChartFd	R	A code that represents a unique combination (blank and non-blank) of chartfields; fund, department, class, program, and project/grant.	000094 = USDA-6J89B; 012984 = VA Hospital/Med Admin; 035677 = Research Agreement (SAE);
Shortcode_Descr50	ShortCode Description	50	Character	CHRTFLD1	CnvChartFd	R	A textual description of the code that represents a unique combination (blank and non-blank) of chartfields; fund, department, class, program, and project/grant.	USDA-6J89B; VA Hospital/Med Admin; Research Agreement (SAE)
Shortcode_Status	ShortCode Status Code	1	Character	CHRTFLD1	CnvChartFd	R	A code representing the current disposition of the shortcode.	C = Closed; E = Endowment; O = Open; T = Terminated
Shortcode_Status_Descrshort	ShortCode Status Short Description	10	Character	CHRTFLD1	CnvChartFd	R	An abbreviated description of the current disposition of the shortcode.	Closed; Endowment; Open; Terminated
SpecPayCICd	Special Pay Class Code	5	Character	PER	SpecialPayClass	R	A code identifying a special pay classification title established by the Office of Human Resources and Affirmative Action.	60201=Sabbatical Full Salary; 60300=Medical Leave; 66000=Housing Allowance; 61929=Moving Expense Non-taxable
SpecPayCIDefDt	Special Pay Class Definition Date	9	Date	PER	SpecialPayClass	R	The last date the special pay job class was updated for any reason.	15-MAY-90

Legacy Human Resource Data Element Dictionary

<i>Physical Element Name</i>	<i>Logical Element Name</i>	<i>Format Length</i>	<i>Format Type</i>	<i>Data Sets</i>	<i>Table Locations</i>	<i>Security Code</i>	<i>Element Definition</i>	<i>Examples of Valid Values</i>
SpecPayCIDes	Special Pay Class Description	50	Character	PER	SpecialPayClass	R	A textual description of the code identifying a special pay classification title established by the Office of Human Resources and Affirmative Action. This is an abbreviated version of the long title for the job classification code in the operational system.	60201=SABBATICAL FULL SALARY; 60300=MEDICAL LEAVE; 66000=HOUSING ALLOWANCE; 61929=MOVING EXPENSE NON-TAXABLE
SpecPayCIEndDt	Special Pay Class End Date	9	Date	PER	SpecialPayClass	R	A date used in conjunction with SpecPayCIDefDt to determine the period of time which a specific set of special pay class related data was effective.	15-MAY-90
SpecPayCIHistCd	Special Pay Class History Code	1	Character	PER	SpecialPayClass	R	A code indicating whether a special pay classification code is current or historical as of the Special Pay Class Begin Date for the record. The description: of these codes are: C = Current; H = Historical.	As of 10/28/93, the codes are: C=Current; H=Historical
SpecPayCIStatCd	Special Pay Class Status Code	1	Character	PER	SpecialPayClass	R	A code indicating whether or not a job classification code is available for use as of the Special Pay Class Begin Date for that record. This field will be "inactive" for all job classes that were not available as of the begin date of the record and "active" for all job classes that are available as of the begin date of the record. The descriptions of these codes is: A =Active; I = Inactive.	As of 10/28/93, the codes are: A=Active; I= Inactive

<i>Physical Element Name</i>	<i>Logical Element Name</i>	<i>Format Length</i>	<i>Format Type</i>	<i>Data Sets</i>	<i>Table Locations</i>	<i>Security Code</i>	<i>Element Definition</i>	<i>Examples of Valid Values</i>
SPFLongDes	Special Purpose Funding Long Description	68	Character	PER	FundSPF	R	A textual description of the code identifying a special characteristic of a funding.	NAMED PROFESSORSHIP; INCENTIVE PAYMENT 1; SHIFT PREMIUM; INST OVERLOAD ASSIGNMENT; PROFESSOR C/S
SPFShortDes	Special Purpose Funding Short Description	20	Character	PER	FundSPF	R	A textual description of the code identifying a special characteristic of a funding.	NAMED PROFESSORSHIP; INCENTIVE PAY 1; SHIFT PREMIUM; INSTR OVERLOAD ASSIG; INSTRUCTIONAL C/S
StaffBenIndCd	Staff Benefits Indicator Code	1	Character	PER	FundSPF	R	A code representing whether money identified by the funding record is to be used for the calculation of group life and long term disability. The description of these codes are: Y=Yes; N=No.	Y=Yes; N=No
SUFinClassGrpCd	Source Use Financial Class Group Code	3	Character	FIN	FinClass	R	A code used to group class codes for Value Centered Management(VCM) purposes. For example, source use class group code 912 is assigned these class codes: 6529-Unbilled Cost Reimb, 6539-Unbilled RevGrants&FP, 6600-Fed Grants Rev Non LOC, and so on.	900=GENERAL FUND APPROPRIATION; 950=FACULTY SALARIES; 986=INDIRECT COST

Legacy Human Resource Data Element Dictionary

<i>Physical Element Name</i>	<i>Logical Element Name</i>	<i>Format Length</i>	<i>Format Type</i>	<i>Data Sets</i>	<i>Table Locations</i>	<i>Security Code</i>	<i>Element Definition</i>	<i>Examples of Valid Values</i>
SUMultiplier	Source Use Multiplier	1	Number	FIN	FinClass	R	Used for transfer classes to multiply a class code or several class codes by negative one or positive one to arrive at a net amount for a VCM source or use line item. For example, source use class group code 924, Endowment Distribution, is assigned to class codes 9215 and (4450). The multiplier is used to multiply 4450 by -1 and 9215 by +1 to arrive at a net amount for these two class codes in the Endowment Distribution line.	-1; +1
TADApptModCd	Turn Around Document Appointment Modifier Code	3	Character	PER	PerMod	R	A code from the operational system that defines a special status of an appointment as shown on an employee's turn around document. For a description, see PerModDes.	AH=Seasonal Appointment; AU=Temporarily Reassigned; DS=Acting Appointment
TADEmpModCd	Turn Around Document Employee Modifier Code	3	Character	PER	PerMod	R	A code from the operational system that defines a special status of an employee as shown on the turn around document. For a description, see PerModDes.	DA=Sabbatical Normal; GA=Disability Leave; LA=RIF Lack of Funds