

ATTACHMENT
PERSONNEL DATA BASE SUMMARY OF CHANGES

*Overview of changes recommended by the Personnel Data Base Committee and Misatfor and accepted by the Division.
All changes listed are implemented in the 2009-10 Data Submission.*

NUMBER: 1009		ELEMENT NAME: Primary Activity/Occupational Activity Code		
DESCRIPTION: The primary activity for the employee as determined by the college. For employees with a single activity, this will match the activity reported on the Employment Activity record (Record Type 2) in Activity/Occupational Activity Code (Data Element 2005). For employees with multiple activities, the activity the college considers the employees main/primary activity.				
DATE CHANGED	DATE IMPLEMENTED	CHANGE CODE	CHANGE	REASON
2009/07/01	2009-10	EL-Added	New Element	Element added to the Demographic record to report non-instructional activity.
2009/07/01	2009-10	ED-Added	Missing, Invalid range, or non-numeric	Data integrity
2009/07/01	2009-10	ED-Added	Primary_Occ Activity(DE 1009) EQ 02 and Faculty Status (DE 1065) EQ N	Data Intergrity
2009/07/01	2009-10	TV-Added	01 = Executive, 02 = Instructional Staff, 03 = Instructional Support, 04 = Librarian/Counselor, 05 = Teaching Assistant/Associate, 06 = Professional Support, 07 = Clerical and Secretarial, 08 = Technical and Paraprofessionals, 09 = Skilled Crafts, 10 = Service/Maintenace, 11 = Student Assistants	Edit Values added to Demographic to report non-instructional activity. See Activity/Occupational Activity Code (DE 2005) for descriptions of the table values.

NUMBER: 1065		ELEMENT NAME: Faculty Status		
DESCRIPTION: The code to track the employees of the college who have Faculty Status.				
DATE CHANGED	DATE IMPLEMENTED	CHANGE CODE	CHANGE	REASON
2009/07/01	2009-10	ED-Change	Faculty Status (DE 1065) EQ N And Primary Occ Activity (DE 1009) EQ 02	Edit changed to Primary Activity DE 1009 because of reporting non-instructional activity.

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NUMBER: 1070		ELEMENT NAME: Race-White		
DESCRIPTION: Record Type One - A code to indicate if the student has origins in any of the original peoples of Europe, the Middle East, or North Africa. Note: This race code may be coded Yes even if others are also yes.				
DATE CHANGED	DATE IMPLEMENTED	CHANGE CODE	CHANGE	REASON
2009/11/01	2009-10	ED-Added	'X' and (DE 1075)0 thru (DE 1090) not equal 'X' Informational	Data Integrity

NUMBER: 1075		ELEMENT NAME: Race-Black or African American		
DESCRIPTION: Record Type One - A code to indicate if the student has origins in any of the black racial groups of Africa.				
DATE CHANGED	DATE IMPLEMENTED	CHANGE CODE	CHANGE	REASON
2009/11/01	2009-10	ED-Added	'X' and (DE 1075) thru (DE 1090) not equal 'X' Informational	Data Integrity

NUMBER: 1080		ELEMENT NAME: Race-Asian		
DESCRIPTION: Record Type One - A code to indicate if the student has origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, the Philippines Islands, Thailand, and Vietnam..Note: This race code may be coded Yes even if others are also yes.				
DATE CHANGED	DATE IMPLEMENTED	CHANGE CODE	CHANGE	REASON
2009/11/01	2009-10	ED-Added	'X' and (DE 1075)0 thru (DE 1090) not equal 'X' Informational	Data Integrity

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NUMBER: 1085		ELEMENT NAME: Race-American Indian/Alaskan Native		
DESCRIPTION: Record Type One - A code to indicate if the student has origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment..Note: This race code may be coded Yes even if others are also yes.				
DATE CHANGED	DATE IMPLEMENTED	CHANGE CODE	CHANGE	REASON
2009/11/01	2009-10	ED-Added	'X' and (DE 1075)0 thru (DE 1090) not equal 'X' Informational	Data Integrity

NUMBER: 1090		ELEMENT NAME: Race-Native Hawaiian/Pacific Islander		
DESCRIPTION: Record Type One - A code to indicate if the student has origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands..Note: This race code may be coded Yes even if others are also yes.				
DATE CHANGED	DATE IMPLEMENTED	CHANGE CODE	CHANGE	REASON
2009/11/01	2009-10	ED-Added	'X' and (DE 1075)0 thru (DE 1090) not equal 'X' Informational	Data Integrity

NUMBER: 2025		ELEMENT NAME: Position Portion of Effort (FTE)		
DESCRIPTION: This is the portion of Full-Time Effort derived from the person filling this position or portion of a position during the reporting year. The annual FTE for a full-time position is 1. Report the term portion of the annual FTE.				
DATE CHANGED	DATE IMPLEMENTED	CHANGE CODE	CHANGE	REASON
2009/07/01	2009-10	ED-Added	Accumulated value LT Portion of (Course) Section Workload (DE 3025) + Authorized Reassignment Time (DE 5010)	Added for Clarity

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NUMBER: 3020		ELEMENT NAME: Team Teaching/Multiple Instructor Flag		
DESCRIPTION: An indicator for team teaching.				
DATE CHANGED	DATE IMPLEMENTED	CHANGE CODE	CHANGE	REASON
2009/10/29	2009-10	ED-Change	EQ N and Portion of Course Section Workload (DE 3025) LT 1000 - Critical	Edit changed to Critical
2010/04/29	2009-10	ED-Added	EQ 'Y' for one Instructor in a Course Section but EQ 'N' for a different Instructor in the same Course Section Informational	Multiple Instructors who are Team Teaching should have their Team Teaching Flag set to 'Y'

NUMBER: 3025		ELEMENT NAME: Portion of (Course) Section Workload		
DESCRIPTION: The portion of the course section for which the person(s) instructing the course section is responsible. NOTE: For Team Teaching the sum of all portions of section workload fields for all instructors for a particular section should be 1.000.				
DATE CHANGED	DATE IMPLEMENTED	CHANGE CODE	CHANGE	REASON
2009/10/29	2009-10	ED-Change	LT 1000 and Team Teaching/Multiple Instructor Flag (DE 3020) = N Critical	Edit changed from Informational to Critical
2009/10/30	2009-10	ED-Change	GT 1000 Critical	The workload for and Instructor should not be greater than 1.0.
2010/04/29	2009-10	ED-Change	Sum of Course Section Workload GT 1000 and Team Teaching/Multiple Instructor Flag (DE 3020) = 'Y' Informational	The Sum of the Course Section workload for and Instructor should not be greater than 1.0.