



The University of Illinois

HR/Pay Team
Salary Planner Reports

HRES_Full_Personnel_Complete_Training Aid

Report Name: HRES_Full_Personnel_Complete

Description: The HRES_Full_Personnel_Complete report provides a list of all job salary changes with proposed labor distribution by employee within admin org. Since the jobs listed on the report for each employee are not limited by organization, this report provides a comprehensive view for all jobs associated with the employee undergoing a job salary change.

The report captures up-to-date job information held within Banner that is expected to be in effect as of a specified date. For Academic Employees, the HRES_Full_Personnel_Complete report provides updated job information that is expected to be in effect on 8/16/04.

For Open Range Employees, the HRES_Full_Personnel_Complete report provides updated job information that is expected to be in effect on 8/29/04.

When the HRES_Full_Personnel_Complete report retrieves tenure data based on tenure status on 8/16/04, it captures updated information about the following employees and their jobs:

- Employees who have no tenure record(s) for their job(s);
- Employees who have multiple jobs in which they hold tenure; and
- Employees who have tenure on one job where the tenure was granted effective 8/16 /04 or earlier.

The report will not list an employee with one tenure record if that record is effective 8/17/04 or later.

This report will be published in View Direct and scheduled to run nightly against Day Old Banner. It will have 32 different sets of parameters for all extract and scenario combinations except the INITIAL scenario.

Report Fields:

Field Name	Field Description
Last Name	The employee's last name as it was entered into Banner. It must match the last name as it appears on the Social Security card.
First Name	The employee's first name as it was entered into Banner. It must match the last name as it appears on the Social Security card.
UIN	Unique identifier for each employee in the Banner database. University ID Number (UIN).
Admin Org	Budgeted Org for Position



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Position	<p>The Position Number is obtained from Banner and is used as a unique identifier for the position.</p> <p>The first character will designate place of employment (C = Chicago; S = Springfield; U = Urbana).</p> <p>The second (if needed) will designate sub-location within place of employment.</p>
Suffix	<p>Suffix indicates whether there is more than one job for the selected position number. Typically, the suffix 00 is used if there is only one job for that position. If employee has more than one job in the position, the suffix reflects the next number. For example, the next suffix would be 01, 02, and so on.</p>
Job Effective Date	<p>The date on which the employee job record was effective.</p>
Job Title	<p>The official title of the specific job.</p>
Home Org	<p>The chart of accounts code of the employee's home department.</p>
Timesheet Org	<p>Displays the timesheet chart of accounts code of this employee.</p>
Budget Profile	<p>The Budget Profile code that was assigned to the position, which indicates that the position is budgeted or non budgeted. From NTVBPRO table.</p>
Rank	<p>Defines the level/position of the employee. The rank values consist of Professor, Associate Professor, Assistant Professor, Research Professor, Research Associate Professor and Administrator with an alpha rank code and an IPEDS rank of 9 for the Administrator.</p>
Tenure	<p>Tenure code is the tenure status of the employee for the Job being displayed. The tenure codes consist of: Indefinite Tenure; Initial/Partial Term; Probation; Probationary/On-Track</p>
FTE	<p>Employee's total FTE from ALL of his/her university jobs.</p>
Proposed FTE	<p>New proposed FTE for job extracted into the Salary Planner</p>



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Fund Code	The 6-digit fund code displays the code identifying the fund to which the job is assigned.
Org Code	The 6-digit organization code displays the code identifying the organization to which the job is assigned.
Account Code	The 6-digit position account code displays the code identifying the account to which the job is assigned.
Program Code	The 6-digit program code displays the code identifying the program to which the job is assigned.
Activity Code	The 6-digit program code displays the code identifying the activity to which the job is assigned.
Location Code	Used to identify where a fixed asset is located.
Percent Proposed	The proposed percentage associated with this FOAPAL.
Hourly Rate	For Open Range Employees Only. The regular hourly rate for this job.
Proposed Hourly Rate	For Open Range Employees Only.
Annual Salary	The employee's annual salary.
Proposed Annual Salary	New proposed annual salary for job extracted into Salary Planner
Across the Board Salary Change Amount	From NBRSAALC table. Job Change Reason SA017.
All-Merit Salary Change Amount	From NBRSAALC table. Job Change Reason SA003.
Other Salary Change Amount	From NBRSAALC table. Job Change Reason SA016.
Change Percent	Based only on Salary Planner salary changes included in the Web totals. Currently only Other Salary Changes are excluded.