This Data Dictionary was created by United Faculty and Academic Staff (UFAS) to help answer questions about what the data in the [All Faculty and Staff Title and Salary Information - Post-TTC and Pre-TTC.xls](https://docs.google.com/spreadsheets/d/1986pbOisRb9MrknihCaroya1LRxox-MG/edit#gid=115797966) spreadsheet file means. If you still have questions, please email us at [ufas223@gmail.com](mailto:ufas223@gmail.com).

The data in the first spreadsheet was requested on Nov. 7, 2021, and filled on Nov. 11, 2021.

| **File Name** | **Field Name** | **Possible Values** | **Description** |
| --- | --- | --- | --- |
| [All Faculty and Staff Title and Salary Information - Post-TTC and Pre-TTC.xls](https://docs.google.com/spreadsheets/d/1986pbOisRb9MrknihCaroya1LRxox-MG/edit#gid=115797966) | First Name | All first names of employees in HRS1. | n/a |
| [All Faculty and Staff Title and Salary Information - Post-TTC and Pre-TTC.xls](https://docs.google.com/spreadsheets/d/1986pbOisRb9MrknihCaroya1LRxox-MG/edit#gid=115797966) | Last Name | All last names of employees in HRS1. | n/a |
| [All Faculty and Staff Title and Salary Information - Post-TTC and Pre-TTC.xls](https://docs.google.com/spreadsheets/d/1986pbOisRb9MrknihCaroya1LRxox-MG/edit#gid=115797966) | Division | All existing divisions in HRS1.  *Examples:* Business Services, Facilities Planning & Mgmt, School of Education, VC for Rsrch & Grad Education, Wisconsin Public Media. | A *division* is the largest administrative unit within UW-Madison that an employee position can be housed within. |
| [All Faculty and Staff Title and Salary Information - Post-TTC and Pre-TTC.xls](https://docs.google.com/spreadsheets/d/1986pbOisRb9MrknihCaroya1LRxox-MG/edit#gid=115797966) | Department | All existing departments in HRS1.  *Examples:* Animal and Dairy Sciences, Bolz Center for Arts Admin, Center for Population Health, International Student Services, Primate Research Center. | A *department* is a smaller administrative unit within a division. |
| [All Faculty and Staff Title and Salary Information - Post-TTC and Pre-TTC.xls](https://docs.google.com/spreadsheets/d/1986pbOisRb9MrknihCaroya1LRxox-MG/edit#gid=115797966) | Employee Category | AS, CJ, CL, CP, ET1, ET2, ET3, ET4, FA, LI, OT1, OT2, OT3, OT4. | These are employee classifications in HRS1. AS stands for “Academic Staff” and FA stands for “Faculty”, for example. See all employee classifications and their meanings here: <https://kb.uwss.wisconsin.edu/page.php?id=15813> |
| [All Faculty and Staff Title and Salary Information - Post-TTC and Pre-TTC.xls](https://docs.google.com/spreadsheets/d/1986pbOisRb9MrknihCaroya1LRxox-MG/edit#gid=115797966) | Job Code | All existing job codes in HRS1.  *Examples*: FA030, IC012, IC016. | Each job Title has a unique identifier *Job Code* in HRS1. |
| [All Faculty and Staff Title and Salary Information - Post-TTC and Pre-TTC.xls](https://docs.google.com/spreadsheets/d/1986pbOisRb9MrknihCaroya1LRxox-MG/edit#gid=115797966) | Title | All existing job titles HRS1.  *Examples Post-TTC:* Facilities Technician III, Communications Manager, Grad Medical Edu Coord, Scholarship/Fellowship Officer.  *Examples Pre-TTC:* Sr Advisor, Admin Program Spec, Univ Services Assoc 2, Senior Scientist | A *Title* is the official name of all employee jobs in HRS1.  Employees may also choose to use a personalized [business title](https://hr.wisc.edu/title-and-total-compensation-study/wp-content/uploads/sites/11/2020/02/Micro-Learning_Business-Title-Guidelines-2.20.20.pdf), but this is not an official Title in HRS.  There are two tabs in the [All Faculty and Staff Title and Salary Information - Post-TTC and Pre-TTC.xls](https://docs.google.com/spreadsheets/d/1986pbOisRb9MrknihCaroya1LRxox-MG/edit#gid=115797966) spreadsheet. The first tab contains title information post-TTC. The second tab contains title information pre-TTC. |
| [All Faculty and Staff Title and Salary Information - Post-TTC and Pre-TTC.xls](https://docs.google.com/spreadsheets/d/1986pbOisRb9MrknihCaroya1LRxox-MG/edit#gid=115797966) | Full-time Equivalent | Any decimal point from 0.01 to 1.00. | In a *Full-time Equivalent*, or FTE, appointment, 1.00 represents a 100%, full-time position at 40 hours per week.  Decimal points with a lower value represent appointments with a lower percentage appointment.  For example, .50 represents a 50% appointment, with 20 hours expected as the standard work week. |
| [All Faculty and Staff Title and Salary Information - Post-TTC and Pre-TTC.xls](https://docs.google.com/spreadsheets/d/1986pbOisRb9MrknihCaroya1LRxox-MG/edit#gid=115797966) | Current Annual Contracted Salary | All salaries of existing employees in HRS1.  *Examples:* A custodian at UW-Madison might make $30,160 annually. Chancellor Rebecca Blank made $606,155 annually in 2021. | Some UW-Madison employees have more than one appointment. Zero-dollar appointments can exist to grant access to UW-Madison systems and resources to guest lecturers, for example.  Hourly (non-exempt) staff salaries are shown in an annual amount in the spreadsheet.  The shown salary is the 1.00 FTE rate. Employees with appointments below 1.00 take home a prorated salary.  \*We are unsure why some salaries show at “17”, for example. It appears this is a rounded version of an hourly rate, but sometimes it is off by as much as a few dollars. If anyone knows why the data was sent to us this way, [please tell us](mailto:ufas223@gmail.com)! If you would like your salary corrected in the spreadsheet from one of these unusual numbers, please email us at that address too. |
| [All Faculty and Staff Title and Salary Information - Post-TTC and Pre-TTC.xls](https://docs.google.com/spreadsheets/d/1986pbOisRb9MrknihCaroya1LRxox-MG/edit#gid=115797966) | FLSA Status | Exempt, Non-exempt | FLSA stands for “Fair Labor Standards Act”, a federal law through the Department of Labor (DOL) that establishes labor standards for public and private sector employers. The law defines a standard work week, establishes a national minimum wage and establishes parameters for working minors. In addition, the law guarantees overtime for certain positions. Find more information here: <https://hr.wisc.edu/flsa/>  Exempt positions are considered salaried positions, while non-exempt positions are considered hourly positions. |
| [All Faculty and Staff Title and Salary Information - Post-TTC and Pre-TTC.xls](https://docs.google.com/spreadsheets/d/1986pbOisRb9MrknihCaroya1LRxox-MG/edit#gid=115797966) | Salary Grade | Post-TTC salary grades: 00, 015, 016, 017, 018, 019, 020, 021, 022, 023, 024, 025, 026, 027, 028, 029, 030, 031, 032, 033, 034, 035, 055, 056, 057, 060, 061, 062, 063, 064, 065, 066, 067, 068, 069, 070, 072, 073, 074, 075, 077, 078, 079, 080, 097, 098, 099, I05, I06, I25, S08 | The salary grade represents the salary range assigned to a particular Title.  For example, post-TTC, a Data Scientist I is in salary grade 021, which corresponds to a salary range with a minimum of $49,700 and a maximum of $92,300.  Salary grades 051-099 were not included in the new salary structure for TTC, and their salary ranges did not change.  More information can be found here: <https://hr.wisc.edu/pay/salary-structure/> |
| [All Faculty and Staff Title and Salary Information - Post-TTC and Pre-TTC.xls](https://docs.google.com/spreadsheets/d/1986pbOisRb9MrknihCaroya1LRxox-MG/edit#gid=115797966) | Date of Hire | *Example*: 01Jul2019 0:00:00 | This is the start date of the employee’s current appointment. Note: this appears to be incorrect for many people; we don’t know why. This is the data as it was sent by UW. |
| [All Faculty and Staff Title and Salary Information - Post-TTC and Pre-TTC.xls](https://docs.google.com/spreadsheets/d/1986pbOisRb9MrknihCaroya1LRxox-MG/edit#gid=115797966) | Appointment Type and Length | Acting/Int < 1 sem/6 mths  AI >=1 sem/6 < acad yr/12  AI > 1 academic yr/12 mth  Fixed Renewable  Fixed Renewable Multiple Year 1yr, Fixed Renewable Multiple Year 2yr, Fixed Renewable Multiple Year 3yr, Fixed Renewable Multiple Year 4yr, Fixed Renewable Multiple Year 5yr, Fixed Renewable Rolling Horizon 1 yr, Fixed Renewable Rolling Horizon 2 yr, Fixed Renewable Rolling Horizon 3 yr, Fixed Renewable Rolling Horizon 5 yr, Fixed Renewable Rolling Horizon unspecified term, Fixed Term < 1 sem/6 mths, Fixed Term >=1 academic yr/12 mth, Fixed Term >=1 sem/6 < acad yr/12, Limited, Ongoing | This describes the type of appointment the employee has and their continuity status in HRS1.  More information can be found here: <https://kb.uwss.wisconsin.edu/page.php?id=16903> |

1HRS = [Human Resources System](https://hr.wisc.edu/hr-professionals/systems/hrs/), the database system used by our campus to house employee information