Title	**Oklahoma Procedures**
Version	1.0
Date	September 24, 2010
Created by	Theresa Porter, Information Technology Consultant, BOR
Edited by	Doug Corwin, Information Technology Consultant, BOR
Copyright	South Dakota Board of Regents
Process Owner	Theresa Porter/Doug Corwin
Dept/Division	BOR/RIS
Get help with this process	Theresa Porter, 605-677-5413 Doug Corwin, 605-677-5834
Processes	Load_Oklahoma_Load_Step1.sql Get_Missing_CIPS.sql Report4_Detail_90_Step2.sql/Oklahoma_detail_report.sql Report5a_90.sql Report5a_100.sql Report6_90.sql Report6_100.sql

----

Description: (business process information).

Faculty Salary Survey - a project directed by Oklahoma State University's Office of Institutional Research and Information Management. The inspiration behind the project emerged from the desire for current national salary information for university management. They provide us with a file we can load into our system and run reports off from to see where we stand as far as average salaries. Each job is assigned a CIP code so you are comparing like jobs.

The 0910FacultySalarybyDisc.pdf listed in the Reference Information below gives more detailed explanation to this process and what universities took part in the survey.   It also gives contact information for questions in regards to the survey and all the details in a report format.

The file we get and load into our Oracle UNIX server is DataFeed.txt.

All these processes are currently ran using PL/SQL Developer by a member of RIS.

We start the process in January and produce the reports by the end of March?????

Reference Information: (tables, guides, etc. that help you through the procedure)
I:\HRRIS\Oklahoma\2010\0910FacultySalarybyDisc.pdf

I:\HRRIS\Oklahoma\2010\LAYOUT.txt   - this is the file layout of the incoming Oklahoma file.

Oracle Table that is updated with DataFeed.txt(incoming file) for Oklahoma process is zz_oklohoma_loader

All the reports have PZROKLA as the program name.

Related Documents: (that may be available)

Upgrade and Version Update Information: (List any version update or change request that has occurred).

Process Name Step 1 : Load_Oklahoma_Load_Step1.sql

This process loads the DataFeed.txt file into an Oracle table called zz_oklohoma_loader and then is used to create reports in subsequent processes.

Step	Action
1	Place the file DataFeed.txt we receive on the UNIX server in the directory /u03/MISC
2	Using PL/SQL Developer Run I:\HRRIS\Oklahoma\2010\Load_Oklahoma_Load_Step1.sql There are no input parameters to be entered.

(Use this space for zoom detail screen shots, further information or leave it blank for note-taking)
Here is the current file layout of the incoming file we load in this step.

FILE LAYOUT FOR FACULTY SALARY OUTPUT DATA (DataFeed.txt)

COLUMNS   FIELD DESCRIPTION

1 – 6   Institution ("ALL   " for all institutions combined;
                "RU/VH " for Research Univ, Very High expenditures,
                "RU/H " for Research Univ, High expenditures,
                "DRU   " for Doctoral Research Univ and service academies)
7 –12   CIP ("999999" for all CIP's combined, "999990" for all CIP's
                combined except medical disciplines)
                Note: 4-digit CIP summary data ends in '00'
                (e.g. 010100), 2-digit CIP summary data ends
                in '0000' (e.g. 010000).
13   Faculty Rank: 1=Professor
                                    2=Assoc Prof
                                    3=Asst Prof
                                    4=New Asst Prof
                                    5=Instructor
                                    9=All ranks combined
14-21   Low Salary
22-29   High Salary
30-37   Average Salary
38-43   Number of Faculty

44-51	Faculty Mix Percent*
52-57	Number of Institutions
58-63	Salary Factor*

* see Definition of Terms in the Faculty Salary Book

Salary Factor represents, for a given rank of a given discipline,
the ratio of the average salary to the average salary of that rank when all disciplines
are combined. For example:
A Salary Factor of 0.96 for assistant professors of mathematics implies that the average salary for
assistant professors of mathematics is 96 percent of the average salary of all assistant professors
of all institutions.

4-digit and 2-digit CIP summaries are
included with the 6-digit CIPs in the data files. The "All Discipline Average"
(CIP code "999999") includes medical disciplines. The "All Discipline Average
Without Medical Disciplines" (CIP code "999990") excludes CIP codes beginning
with "51" or "60".

zz_oklohoma_loader file layout in our database.

OKL_CIP	**VARCHAR2(10)**
OKL_RANK	**VARCHAR2(1)**
OKL_LOW_SAL	**NUMBER**
OKL_HIGH_SAL	**NUMBER**
OKL_AVG_SAL	**NUMBER**
OKL_NUMB_FACULTY	**NUMBER**
OKL_FACULTY_MIX	**NUMBER**
OKL_INST_CNT	**NUMBER**
OKL_SAL_FACTOR	**NUMBER**

Further explanation of the process or procedure:

The output is the zz_oklohoma_loader files records are deleted and then populated with
the new input file data.

In the log file it lists out all data inserted into the zz_oklohoma_loader.

Process Name Step 2 :   Get_Missing_CIPS.sql

This process just creates a list of active employees that do not have a CIP code.

Step	Action
1	Using PL/SQL Developer Run I:\HRRIS\Oklahoma\2010\ Get_Missing_CIPS.sql

(Use this space for zoom detail screen shots, further information or leave it blank for note-taking)

 If codes are missing I am making the assumption that we send to the universities to add. Now if their position does not have a CIP I am not sure what we do.

Further explanation of the process or procedure:

Process Name Step 3 : Report4_Detail_90_Step2.sql

This process creates a report Oklahoma Detail 90%/100% Faculty Needs Assessment

Step	Action
1	Using PL/SQL Developer Run I:\HRRIS\Oklahoma\2010\Report4_Detail_90_Step2.sql One input parameter for institution.

(Use this space for zoom detail screen shots, further information or leave it blank for note-taking)

The program uses the following tables and selection criteria:
NBRJOBS -- for each employee sum all salary calculate the 9 month salary(nbrjobs_ann_salary/nbrjobs_factor * 9), sum up the fte, ecls, and campus only on a person active jobs that has an fte > 0.
  Decode the first position of nbrjobs_posn to get the *Campus*:
   R → R
   B → B
   D → D
   S → X
   U → U
   Q → Q

M → M
N → N
A → E
E → C
F → U   ELSE 'Jan'

Select the record If *Campus* does not = *Q*
OR
If *Campus = Q then as long as ftvorgn_orgn_code_pred = 2NSUR1 OR ftvorgn_orgn_code = 2DHGN1 then select that record.*

NBRJOBS_ECLS_CODE – select records that have and ecls of 15,16,17, or 18 with a nbbposn_pcls_code not equal to 00250   OR select records that have and ecls of 28 with a nbbposn_pcls_code of 00520, 00522, OR 00524

FTVORGN – grab max effective dated row where ftvorgn_orgn_code = pebempl_orgn_code_home and use the FTVORGN_TITLE as the Department
SPRIDEN   -- to get pidm and id
SPBPERS   -- to get ssn, last name and first name
PEBEMPL – to get jbln
  Decode pebempl_jbln_code for Institution
  SDSMT → 04
  BHSU   → 06
  DSU   → 08
  NSU   → 05
  SDSU   → 03
  USD   → 02   ELSE 'Jan'
PERBFAC – to get disp_code which is the CIP code.
ZZ_OKLOHOMA_LOADER – uses okl_cip to join to perbfac_disp_code
  Include records where okl_rank = 5 and perrank_rank_code = 4
OR
  Okl_rank < 4 and okl_rank = perrank_rank_code
PERRANK -- to get rank_code to come up with the Title.   Only pull rank codes 1-4 based on max action date. In the program if rank = 4 then use 5 as the rank to pull from ZZ_OKLOHOMA_LOADER
  Decode perrank_rank_code
   1 → PROFESSOR
   2 → ASSOCIATE PROFESSOR
   3 → ASSISTANT PROFESSOR
   4 → INSTRUCTOR

PERBARG
NBBPOSN

SORDEGR – check to see if employee either exists in this table with
SORDEGR_TERM_DEGREE= 'Y'
  and sordegr_degc_code in one of the following
('DSC','PD','MD','JD','DDO','PHARMD','PHD', 'DPM','DVM','DOP', 'DAUD'
, 'DD', 'DENG', 'DML', 'DME', 'DNUS','DPE','DPA','DPT','THD','DBA','DA'
   , 'DAT','DC','DDS','EDD','DHUM', 'SJD','DMA','MLS','MFA')

OR exists
  If employee exists in this table with SORDEGR_TERM_DEGREE = 'N' consider null 'N'

To get the Oklahoma average salary from ZZ_OKLOHOMA_LOADER table and join the
perbfac_disp_code as the CIP and perrank_rank_code

Sample of the report:
The report is grouped by
 spriden_pidm
 spriden_id
 LASTNAME
 FIRSTNAME
 SSN
 INST
 CAMPUS
 TITLE
 DEPARTMENT
 RANK
 CIP
Then ordered by
 nvl(CIP, '00000')
 RANK

The first line of output for each person is:
CIP, RANK, TITLE, DEPARTMENT
  Then under the first line list
CAMP, INST, ID, NAME, OKLA 100%, OKLA 90%, COUNT, AVG SALARY, % INCR, SAL INCR
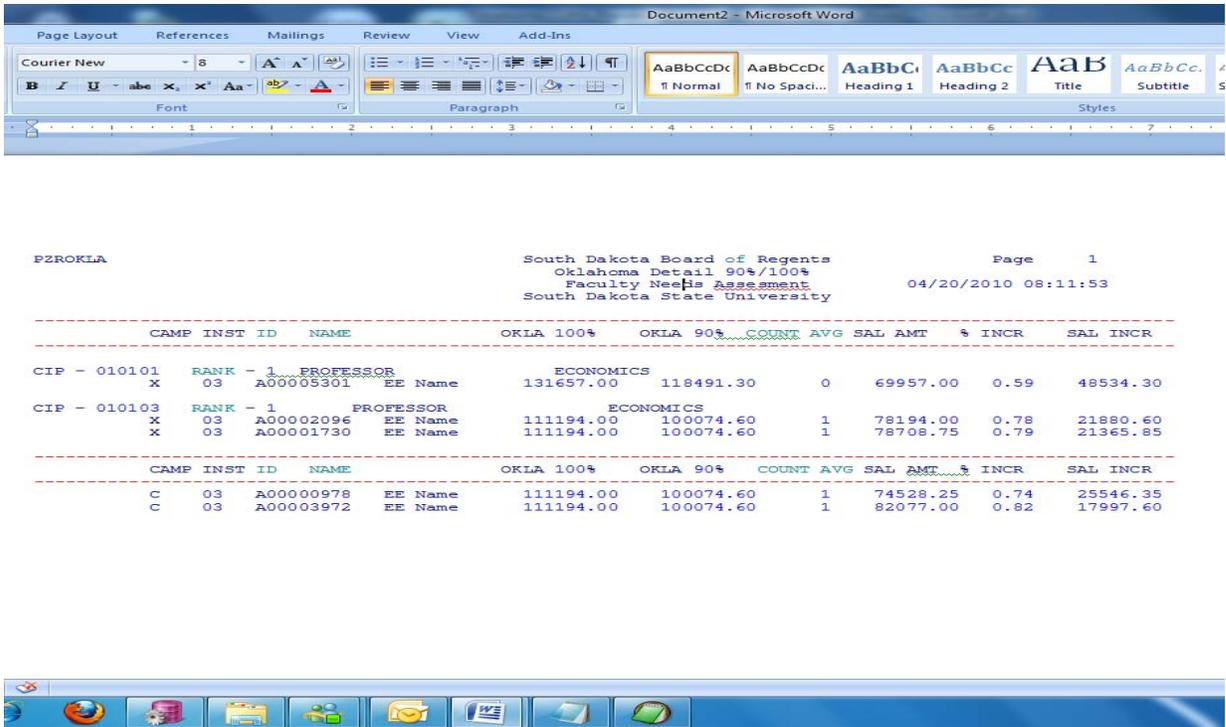
Further explanation of the process or procedure:

Process Name Step 4 : Report5a_90.sql

This process creates a report of example "2010 Salary Data to 2009 Oklahoma 90%"
Faculty Needs Assessment.

This report is a summarized view for all universities.

Step	Action
1	Using PL/SQL Developer Run I:\HRRIS\Oklahoma\2010\Report5a_90.sql No input parameters.

(Use this space for zoom detail screen shots, further information or leave it blank for note-taking)

The program uses the following tables and selection criteria:

The main select uses the same tables as Step 2 with the exception it does not use SPBPERS.

For NBRJOBS it selects only those NBRJOBS_ANN_SALARY less than or equal to the OKL_AVG_SAL in ZZ_OKLOHOMA_LOADER for that okl_cip (joined to PERBFAC_DISP_CODE) and okl_rank(joined to PERRANK_RANK_CODE).

Report has the following columns:
CAMP –
　　Decode the first position of nbrjobs_posn to get the *Campus*:
　R → R
　B → B
　D → D
　S → X
　U → U
　Q → Q
　M → M
　N → N
　A → E
　E → C
　F → U　　ELSE 'Jan'

INST – Institution
TOTAL BAMT – total 9 month salary per institution
summed((nbrjobs_ann_salary / nbrjobs_fte / nbrjobs_factor) * 9) rounded to 2 positions
TOTAL FTE – total FTE per institution
　　sum(nbrjobs_fte) rounded to 3 positions
% OF BAMT – total 9 month salary per institution/ total overall 9 month salary all institution * 100   rounded to 3 positions
TOTAL INC. – (total average Oklahoma salary per institution * .90) –   total overall 9 month salary per institution
% of TOTAL – ((total average Oklahoma salary per institution * .90) –   total overall 9 month salary per institution) / (total average Oklahoma salary for all institutions * .90 - total overall 9 month salary all institution) * 100   rounded to 3 positions
% of INC. – ((total average Oklahoma salary per institution * .90) –   total overall 9 month salary per institution) / total 9 month salary per institution) * 100 rounded to 3 positions

----

NEW BAMT –   (total average Oklahoma salary per institution * .90)
% of BAMT -   (total average Oklahoma salary per institution * .90) / (total average
Oklahoma salary for all institutions * .90) * 100 rounded to 3 positions

The report groups by and orders by:
```
group by pebempl_jbln_code
  , DECODE(substr(nbrjobs_posn,1,1), 'R', 'R'
                                   , 'B', 'B'
                                   , 'D', 'D'
                                   , 'S', 'X'
                                   , 'U', 'U'
                                   , 'Q', 'Q'
                                   , 'M', 'M'
                                   , 'N', 'N'
                                   , 'A', 'E'
                                   , 'E', 'C'
                                   , 'F', 'U', 'Jan')
              , spriden_last_name
              , spriden_first_name)

group by INST    (JBLN)
       , CAMPUS (this being the codes in the decode statement above)
order by INST
       , CAMPUS;
```

PZROKLA   South Dakota Board of Regents   Page   1
                        2010 Salary data to 2009 Oklahoma 90%
                    Faculty Needs Assesment - 2010 (Report 5a 90%)   03/26/2010 16:01:37

CAMP	INST	TOTAL BAMT	TOTAL FTE	% of BAMT	TOTAL INC.	% of TOTAL	% of INC.	NEW BAMT	% of BAMT
B	BHSU	9829054.47	136.044	9.77	2545264.23	13.322	25.895	12374318.70	10.341
D	DSU	7066414.56	97.734	7.03	1166566.74	6.106	16.509	8232981.30	6.88
N	NSU	5756470.99	88.650	5.72	2088991.01	10.934	36.289	7845462.00	6.556
M	SDSMT	11400693.55	124.372	11.34	1714596.05	8.974	15.039	13115289.60	10.96
C	SDSU	607102.65	10.000	0.60	133221.15	0.697	21.944	740323.80	.619
E	SDSU	1348805.80	21.050	1.34	260009.90	1.361	19.277	1608815.70	1.344
X	SDSU	38489698.07	581.038	38.28	7610101.93	39.832	19.772	46099800.00	38.523
Q	USD	2204286.33	33.679	2.19	214942.47	1.125	9.751	2419228.80	2.022
U	USD	23859306.78	291.063	23.73	3371567.52	17.647	14.131	27230874.30	22.756

| | TOTALS | 100561833.20 | 1383.63 | 100. | 19105261.00 | 99.998 | 18.999 | 119667094.20 | 100.00 |

Further explanation of the process or procedure:

Process Name Step 5 : Report5a_100.sql

This process creates a report of example "2010 Salary Data to 2010 Oklahoma 100%" Faculty Needs Assessment.

This report is a summarized view for all universities.

Step	Action
1	Using PL/SQL Developer Run I:\HRRIS\Oklahoma\2010\Report5a_100.sql No input parameters.

(Use this space for zoom detail screen shots, further information or leave it blank for note-taking)

The program uses the following tables and selection criteria:

The main select uses the same tables as Step 2 with the exception it does not use SPBPERS.

For NBRJOBS it selects only those NBRJOBS_ANN_SALARY less than or equal to the OKL_AVG_SAL in ZZ_OKLOHOMA_LOADER for that okl_cip (joined to PERBFAC_DISP_CODE) and okl_rank(joined to PERRANK_RANK_CODE).

Report has the following columns:
CAMP –
   Decode the first position of nbrjobs_posn to get the *Campus*:
   R → R
   B → B
   D → D
   S → X
   U → U
   Q → Q
   M → M
   N → N
   A → E

E → C
F → U   ELSE 'Jan'

INST – Institution
TOTAL BAMT – total 9 month salary per institution
summed((nbrjobs_ann_salary / nbrjobs_fte / nbrjobs_factor) * 9) rounded to 2 positions
TOTAL FTE – total FTE per institution
     sum(nbrjobs_fte) rounded to 3 positions
% OF BAMT – total 9 month salary per institution/ total overall 9 month salary all institution * 100   rounded to 3 positions
TOTAL INC. – total average Oklahoma salary per institution –   total overall 9 month salary per institution
% of TOTAL – (total average Oklahoma salary per institution –   total overall 9 month salary per institution) / (total average Oklahoma salary for all institutions - total overall 9 month salary all institution) * 100   rounded to 3 positions
% of INC. – (total average Oklahoma salary per institution –   total overall 9 month salary per institution) / total 9 month salary per institution) * 100 rounded to 3 positions
NEW BAMT – total average Oklahoma salary per institution
% of BAMT -   total average Oklahoma salary per institution / total average Oklahoma salary for all institutions * 100 rounded to 3 positions

The report groups by and orders by:
```
group by pebempl_jbln_code
  , DECODE(substr(nbrjobs_posn,1,1), 'R', 'R'
                                   , 'B', 'B'
                                   , 'D', 'D'
                                   , 'S', 'X'
                                   , 'U', 'U'
                                   , 'Q', 'Q'
                                   , 'M', 'M'
                                   , 'N', 'N'
                                   , 'A', 'E'
                                   , 'E', 'C'
                                   , 'F', 'U', 'Jan')
            , spriden_last_name
            , spriden_first_name)

group by INST    (JBLN)
      , CAMPUS (this being the codes in the decode statement above)
order by INST
      , CAMPUS;
```

```
EditPad Lite - [I:\HRRIS\Oklahoma\2010\Reports\2010_report5a_100.txt]
File  Edit  Search  Block  Convert  Options  View  Help

  2010_report5a_100.txt

PZROKLA                              South Dakota Board of Regents                        Page    1
                                  2010 Salary data to 2010 Oklahoma 100%
                              Faculty Needs Assesment - 2010 (Report 5a 100%)                03/26/2010 15:58:27

---------------------------------------------------------------------------------------------------------------------
CAMP INST       TOTAL BAMT   TOTAL FTE   % of BAMT    TOTAL INC.  % of TOTAL  % of INC.    NEW BAMT   % of BAMT
---------------------------------------------------------------------------------------------------------------------
B    BHSU       9829054.47    136.044      9.77      3920188.53    12.099     39.884     13749243.00    10.341
D    DSU        7066414.56     97.734      7.03      2081342.44     6.424     29.454      9147757.00     6.88
N    NSU        5756470.99     88.650      5.72      2960709.01     9.138     51.433      8717180.00     6.556
M    SDSMT     11400693.55    124.372     11.34      3171850.45     9.789     27.822     14572544.00    10.96
C    SDSU        607102.65     10.000      0.60       215479.35     0.665     35.493       822582.00     .619
E    SDSU       1348805.80     21.050      1.34       438767.20     1.354     32.530      1787573.00     1.344
X    SDSU      38489698.07    581.038     38.28     12732301.93    39.295     33.080     51222000.00    38.523
Q    USD        2204286.33     33.679      2.19       483745.67     1.493     21.946      2688032.00     2.022
U    USD       23859306.78    291.063     23.73      6397220.22    19.744     26.812     30256527.00    22.756
---------------------------------------------------------------------------------------------------------------------
     TOTALS   100561833.20   1383.63      100.      32401604.80   100.001     32.221    132963438.00    100.00
```

Further explanation of the process or procedure:

Process Name Step 6 : Report6_90.sql

This process creates a report of example "2010 Salary Data to 2010 Oklahoma 90%"
Faculty Needs Assessment.

This report is a summarized view for all universities.

Step	Action
1	Using PL/SQL Developer Run I:\HRRIS\Oklahoma\2010\Report6a_90.sql No input parameters

(Use this space for zoom detail screen shots, further information or leave it blank for note-taking)

This report is identical to STEP 3 except it is not broke down by camp, it is grouped by institution.

See STEP 3 for detailed calculations.

The report groups by and orders by:

```
group by pebempl_jbln_code
        , spriden_last_name
        , spriden_first_name)

group by INST

order by INST;
```

```
PZROKLA                          South Dakota Board of Regents                      Page    1
                              2010 Salary data to 2010 Oklahoma 90%
                              Faculty Needs Assesment - 2010 (Report 6a)              03/26/2010 16:03:55

-----------------------------------------------------------------------------------------------------------
INST          TOTAL BAMT    TOTAL FTE   % of BAMT    TOTAL INC.   % of TOTAL   % of INC.     NEW BAMT   % of BAMT
-----------------------------------------------------------------------------------------------------------
BHSU          9829054.47    136.044       9.77      2545264.23     13.322      25.895     12374318.70     10.341
DSU           7066414.56     97.734       7.03      1166566.74      6.106      16.509      8232981.30      6.88
NSU           5756470.99     88.650       5.72      2088991.01     10.934      36.289      7845462.00      6.556
SDSMT        11400693.55    124.372      11.34      1714596.05      8.974      15.039     13115289.60     10.96
SDSU         40445606.52    612.088      40.22      8003332.98     41.891      19.788     48448939.50     40.486
USD          26063593.11    324.742      25.92      3586509.99     18.772      13.761     29650103.10     24.777
             -----------------------------------------------------------------------------------------------
   TOTALS   100561833.20   1383.63       100.     19105261.00      99.999     18.999    119667094.20     100.00
```

Further explanation of the process or procedure:

Process Name Step 7 : Report6_100.sql

This process creates a report of example "2010 Salary Data to 2010 Oklahoma 90%" Faculty Needs Assessment.

This report is a summarized view for all universities.

Step	Action
1	Using PL/SQL Developer Run I:\HRRIS\Oklahoma\2010\Report6a_100.sql

(Use this space for zoom detail screen shots, further information or leave it blank for note-taking)

This report is identical to STEP 4 except it is not broke down by camp, it is grouped by institution.

See STEP 4 for detailed calculations.

The report groups by and orders by:

```
group by pebempl_jbln_code
        , spriden_last_name
        , spriden_first_name)

group by INST

order by INST;
```


Further explanation of the process or procedure: