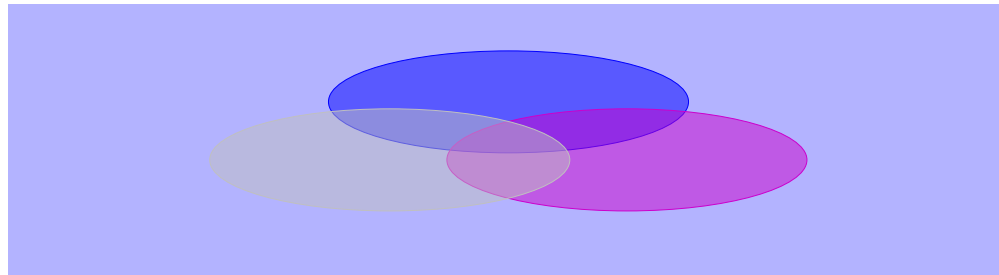


# PeopleSoft Field Changes



**DATA CHANGE DELIVERY TASK TEAM**

# Career Family

Fields job\_family and job\_family\_descr on jobcode\_tbl

(job\_fam = 6 cc    job\_fam\_descr = 30 cc)

**A meaningful grouping of jobs commonly clustered within a career emphasis.**

The following Job Family values will be inactivated

Job Family	Job Family Descr
30	Professional/Administrative
40	Office
50	Technical
70	Allied Health Exempt
71	Allied Health Non-Exempt
72	Allied Health Technical

The following Job Family values will be added

Job Family	Job Family Descr
160	Finance
200	Human Resources
210	Information Technology

Etc. About 20 Job Families

## Career Band

Fields sal\_admin\_plan and sal\_admin\_descr on jobcode\_tbl

(Sal\_admin\_plan = 3cc    Sal\_admin\_descr = 30cc)

**A sub-set of jobs commonly found in the market with a recognized specialty, grouped within the larger context of a Career Family. (Not all Career Families must have Career Bands)**

The following Sal Admin Plan values will be inactivated

Sal Admin Plan	Sal Admin Plan Descr
30	Professional/Administrative
40	Office
50	Technical
70	Allied Health Exempt
71	Allied Health Non-Exempt
72	Allied Health Technical

The following Sal Admin Plan values will be added

Sal Admin Plan	Sal Admin Plan Descr
110	Audit
111	Benefits
114	Business Systems Analysis/Support
119	Compensation
177	Systems Support
160	Payroll

# Job Role

Fields using sal\_grade and sal\_grade\_descr on jobcode\_tbl

Sal\_grade = 3cc      Sal\_grade\_descr = 30

**Job Role categorizes classifications using various criteria relating to the primary purpose of a job and the relationship jobs have to one another. Only three roles: Exec, Managerial, Professional**

The following Sal Grade values will be inactivated

Sal Admin Plan	Sal Grade	Sal Grade Descr
30	01	Prof/Admin Salary Grade 01
30	02	Prof/Admin Salary Grade 02
30	15	Prof/Admin Salary Grade 15
30	D2	UMHS Human Resources Band D2
30	DD	Alumni Association Band EE
30	F3	UMHS Finance Band F3

Et Cetera

The following Sal Grade values will be added

Sal Admin Plan	Sal Grade	Sal Grade Descr
110	PF	Professional
110	MG	Managerial
110	EX	Executive
111	PF	Professional
111	MG	Managerial
111	EX	Executive

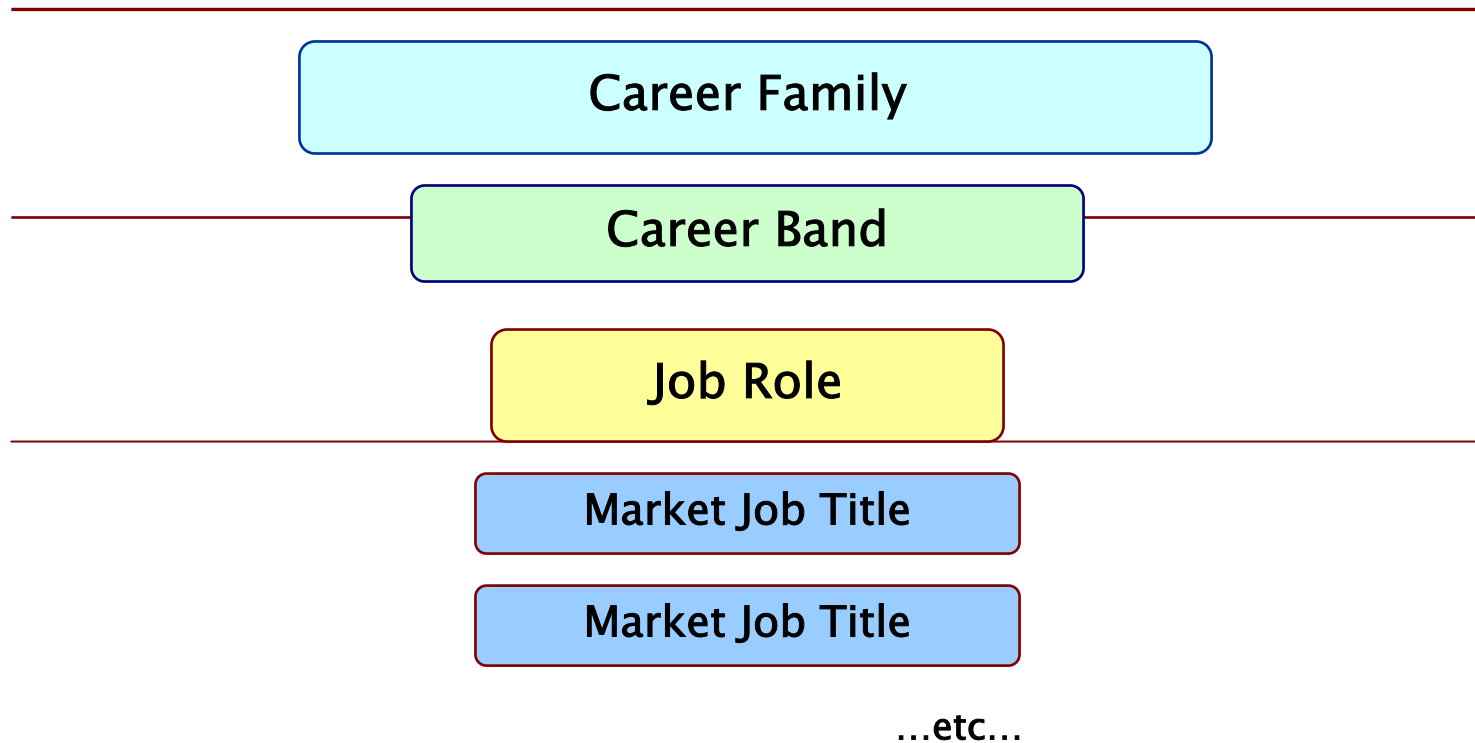
Et Cetera

(About 50 Bands)

## Associated Market Reference – Market Job Title

Fields jobcode (6cc) and jobcode\_descr (30cc) on jobcode\_tbl.

**NO LONGER AVAILABLE:** “Smart Codes” in the job codes used to identify exempt/non-exempt jobs (P-A 2xxxxx = non-exempt), which job family (5xxxxx=Office, 3xxxxx=AH Tech), etc .



## Working Title

Will be up to the first 110 cc of the University Long\_Title (110 cc/200cc). A separate Working Title field will be added to the Data Warehouse

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Career Family



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Career Band



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Job Role



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Market Job Title



Working Title

## Example:

P/A Grade 9, Business System Analyst II in HR/AA Office

PS Field	Current	Proposed
Job Family	30–Professional/Administrative	210–Information Technology (Career Family)
Sal Admin Plan	30–Professional/Administrative	114–Business Systems Analysis/Support (Career Band)
Sal Grade	09–Prof/Admin Salary Grade 09	PF–Professional (Job Role)
Jobcode & Descr	172160–Bus Syst Analyst II	245165–Bus Syst Analyst – Int (Market Title)
FLSA	E–Exempt	E–Exempt
Long Title	Business Systems Analyst II, HR Records and Information Services, Human Resources and Affirmative Action Office	Business Systems Analyst II, HR Records and Information Services, Human Resources and Affirmative Action Office

# IMPACT ON REPORTING

- **Trend Analysis** for P-A, Office, Technical, Allied Health jobs (Surveys, Fed/State reports, Internal reports)
- **Grade Analyses** (now Roles of Executive, Mgr, Professional)
- **Sal Grade Table** - No Minimums and Maximums
- **Job Code Selections** – all new job codes w/out smart codes
- **Report Sort/Break/Totals** (now 20 career families and 80+ bands and 3 roles)
- **Business Objects – Corp Docs** – sort orders will be changed
- **Data Warehouse** will be changed to reflect new structure and will have the Market Table (restricted access)
- **Data Questions - Email:** [hr-classif-inst-reporting@umich.edu](mailto:hr-classif-inst-reporting@umich.edu)

# Sample Walk Through of Proposed PeopleSoft Field Changes

## Example:

Office Grade 9, Academic Secretary III in College of LS&A

PS Field	Current	Proposed
Job Family	50–Office	110–Administration (Career Family)
Sal Admin Plan	50–Office	102– Administration (Career Band)
Sal Grade	09–Office Salary Grade 09	PF–Professional (Job Role)
Jobcode & Descr	510060–Academic Secretary III	352490–Secretary Intermediate (Market Title)
FLSA	N–Nonexempt	N–Nonexempt
Long Title	Academic Secretary III, Astronomy Department, College of Literature, Science, and The Arts	Research and Grants Secretary, Astronomy Department, College of Literature, Science, and The Arts

## Example:

Technical Grade 19, Senior Engineer in College of Engineering

PS Field	Current	Proposed
Job Family	40-Technical	130-Engineering & Architecture (Career Family)
Sal Admin Plan	40-Technical	125-Engineering (Career Band)
Sal Grade	19-Technical Salary Grade 19	PF-Professional (Job Role)
Jobcode & Descr	330870-Sr Engineering	155240-Engineering Technician (Market Title)
FLSA	N-Nonexempt	N-Nonexempt
Long Title	Senior Engineering Technician, Mechanical Engineering, College of Engineering	Engineering Technician, Mechanical Engineering Department, College of Engineering