Employment Demographic Data Elements

DED#	DATA ELEMENT NAME	FORMAT
EB09	**EMPLOYEE-EMPLOYMENT-STATUS**	**X(01)**
This element describes the employee's current employment status.		

Employment status reflects changes from the prior year reporting cycle.
Example: If an employee is hired in the 1996 Spring term, the employee's employment status must be reported as a new hire in both 1996 Employee Actual reporting cycle due August 1, 1996 and 1996 Fall term reporting cycle due November 1, 1996. The comparisons are from Fall to Fall and Actual to Actual.

Coding	Meaning
Continuing	
C	An employee whose level of responsibility did not increase during the report period and whose salary did not increase except for normal cost of living adjustments, longevity, or merit (step) increases. For reporting purposes, included but not limited to are "Academic Temporary" employees who work for the district (for any period of time) each year, "Rehires" (E.C. 88015, 88128) and "Interchanges" (E.C. 87060) between Classified and Academic service.)
New Hire	
N	An employee hired during the reporting period that did not have permanent employment with the district within 39 months prior to the date of hire. For reporting purposes, include in this category "Academic Temporaries" (non-tenured, non-tenure track) who have been employed as "Academic Contract or Regular" employees for the first time during this reporting period. Also include in this category "classified or other non-academic" employees who have been employed as "academic" employees for the first time during this reporting fiscal year.
Promoted	
P	An employee having a change in assignment during the report period, resulting in a permanent position with higher degree of responsibility and a salary increase beyond the cost of living adjustment, longevity, or merit (step) increase the employee would otherwise be entitled to receive. A promotion is a result of a competitive process. For reporting purposes, a promotion can occur "within or across" most EEO6 occupational categories (i.e. a clerk appointed to a supervisor position or faculty appointed to an administrator position.) However, a change of employment classification "within" or "to" the EEO6 Occupational Activity (EB07), Faculty, must not be reported as a promotion (i.e. academic temporary to academic contract or clerical to faculty) but must be reported as a new hire. See definition above for "New Hire".

Employment Demographic Data Elements

Coding	Meaning
Reclassified	
R	Reclassification results from the re-evaluation of the duties of a position or the assignment of new duties to the position.
Retired Annuitant, New	
1	A new employee who has retired, is receiving PERS or STRS benefits, meets current minimum qualifications if appropriate, and has been reemployed for a limited number of hours per calendar year. Refer to "N" (New Hire) above.
Retired Annuitant, Continuing	
2	A continuing employee who has retired, is receiving PERS or STRS benefits, meets current minimum qualifications if appropriate, and has been reemployed for a limited number of hours per calendar year. Refer to "C" (Continuing) above.

EB09 EMPLOYEE-EMPLOYMENT-STATUS

Processing Edits	
FIELD CHECK	C, N, P, R, 1, 2

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Change History
Revision: 04/01/00 Added Retired Annuitant, New and Retired Annuitant, Continuing. Deleted "Y = Not Applicable".
Implement: 10/01/92