

Job Classification Guidelines

Following each of the eight STAR METRICS® job classification categories listed below are guidance for placement of individuals into that category and examples of university employee classifications that are appropriate for the category.

Technician/Staff Scientist

All personnel who did not fit in another defined category and who are contributing to a research project (i.e., involved in supporting/generating or analyzing data)

- all technical staff including animal technicians, machinists, mechanics
- engineers, statisticians, machinists, mechanics (non-faculty)
- research associates/scientists
- all non-faculty PhD/MS/BS scientists (employees, not post-graduate trainees or students)
- IT staff working directly on the project
- high school students
- lab managers

Faculty

All individuals holding an academic professorial rank

- tenure/tenure track
- clinical
- research
- visiting professors
- adjunct professors
- librarians
- academic specialists

Research Analyst/Coordinator

This category is for individuals involved in large-scale clinical trials/studies who serve as analysts/managers/coordinators/facilitators.

- research analysts
- study coordinators
- IACUC coordinators
- clinical coordinator
- clinical specialist
- research specialist
- lab coordinator

Post Graduate Research

All individuals holding terminal degrees (PhD, MD) who are in temporary training status

- postdoctoral
- medical residents/interns/fellows
- clinical fellowships

Undergraduate Students

Students earning baccalaureate/other degrees including fulltime, part time, summer research assistants, work study

Graduate Students

Students earning advanced degrees

- graduate students (part time, full time)
- medical/dental/nursing/students

Clinicians

All non-faculty health care professionals

- nurses (non-faculty)
- dieticians (non-faculty)
- medical technicians
- nutritionists
- social workers
- physical therapists
- clinical psychologists
- dentalhygienist

Research Support

Individuals in this category should be examined closely, as most administrative research support is funded through university cost recovery (institutional support/indirect costs). However, there are instances where business/media/marketing/administrative personnel are legitimate/required costs, usually associated with large scale center-level projects.

- operation managers/managing directors
- regulatory staff
- appropriate administrative/clerical staff
- outpatient support