

Use the [Title Code Web Inquiry System](#), corporate Title Code System Lookup, database to identify salaries for TBN UCSF employees, other than postdoctoral scholars. The TCS database matches the [UCOP Academic Personnel Salary Tables](#), except for postdoctoral scholars which can be found on Table 23.

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Instructions

1. Go to the [Title Code Web Inquiry System](#).
2. For an academic position, except for postdoctoral scholars, select “Academic Titles”.
 - a. Complete the query form.
 - b. Enter the Title Code or a portion of the Title Name. You may leave these fields blank if you want to see all positions in the Class Title.
 - c. Select the project period start date as the effective date.
 - d. Select the appropriate Class Title (for example: Professorial – Non-Tenure). You may leave this blank if you entered something in the Title Code or Title Name fields.
 - e. Select “Search”.
 - f. Select the Title (Number) to view the relevant salary range. (*Note: Consult with the PD/PI or department to determine the appropriate range.*)
3. For non-academic staff positions, select “Non-Academic Titles”.
 - a. Complete the query form.
 - b. Enter the Title Code or a portion of the Title Name. You may leave these fields blank if you want to see all positions in the Class Title.
 - c. Select the project period start date as the effective date.
 - d. Select the appropriate Class Title (for example: B15 – Clerical/Admin; I10 – Animal Care Services - Technicians). You may leave this blank if you entered something in the Title Code or Title Name fields.
 - e. For the Camps/Business unit, select “SFCMP” for the San Francisco campus employees.
 - f. Select the relevant Personnel Programs to search.
 - g. Select “Search”.
 - h. Select the Title (Number) to view the relevant salary range.

Terminology

Terminology in Title Code Web Inquiry System	Definition/Examples
Academic Titles	<p>UC academic titles, including Senate and Non-Senate faculty, student appointees, medical residents, research appointees, Cooperative Extension and University Extension appointees, librarians and academic administrative officers</p> <p>* Refer to Table 23, UCOP Academic Personnel Salary Tables for postdoctoral scholars</p>
Bargaining Unit/Title Unit Code (TUC)	<p>Code indicating the collective bargaining unit to which a Title Code belongs.</p> <p>See the full list of terminology or descriptions of each code listed.</p>
Campus/Business Unit	<p>Campus/business where the position is located.</p> <p>Use SFCMP for the San Francisco campus</p>
Class Title Outline (CTO)	Job/position category, such as “010 – Professorial Tenure”.
Non-Academic Grades	Campus-specific non-academic grade table salary ranges
Non-Academic Titles	<p>Non-academic title codes including Tier 1 titles, Professional Support Staff (PSS), such as SRAs and research Data Analysts; and Tier 2 titles, Management and Senior Professionals (MSP), and Senior Management (SMG), defined as titles within Tier 2 in the range 0001 - 0199, formerly referred to as the Executive Program</p>
Premium Overtime Eligibility	<p>Indicates if the position is non-exempt, and is eligible for premium overtime, or exempt, and thus not eligible for premium overtime.</p> <p>For example, a Research Admin 1 is listed as “non-exempt” and is eligible to be paid premium overtime. However, a Research Admin 5 is listed as “exempt” and is not eligible to be paid premium overtime.</p>
Title Name	<p>In the search results, the payroll job title/description, such as “Asst Prof”.</p> <ul style="list-style-type: none"> • AY indicates the position is an Academic Year appointment. • FY indicates the position is a Fiscal Year appointment. • B/E/E indicates ?? • RES indicates the position is a resident position. • LR indicates the position is ?? • SCL indicates the position is ?? • Non REP indicates the position is not represented by a collective bargaining unit. • NEX indicates the position ???
Title	<p>In the search fields, the payroll job title/description, such as “Prof” for Professor.</p> <p>In the search results, the Title field is the Title Code.</p>
Title Code	<p>Job codes are used to define job titles and related classifications, including job families, FLSA, compensation rate ranges and steps and EEO compliance categories</p> <p>Referred to as “Job Code” in UC Path.</p>

[Full list of terminology](#)