

EMU

AAP Executive Summary

Office of Diversity and Affirmative Action
140 McKenny Hall, Ypsilanti, MI 48197
Phone: (734) 487-1166
www.emich.edu/diversity

Introduction

This report summarizes the 2015 Eastern Michigan University (EMU) Affirmative Action Plans (AAP) for Women and Minorities, Veterans, and Individuals with Disabilities (IWDs). Transactions, which represent the summaries included in this report, were reflective of personnel transactions from September 20, 2014 through September 19, 2015.

Eastern Michigan University is required to practice affirmative action as governed by our status as a federal contractor. The Office for Federal Contract Compliance Programs (OFCCP) ensures that businesses with contracts of at least \$10,000 with the Federal government do not discriminate and that they take affirmative action in hiring.

This mission creates a number of different (and detailed) requirements, such as:

- The development of a written affirmative action plan
- The creation of an internal audit and reporting system
- The posting of several notices of non-discrimination and employees' rights under the laws as overseen by the OFCCP

The Affirmative Action Audit is presented to the Board of Regents annually in accordance with federal requirements as a federal contractor. The audit gives an overview and provides an analysis of the University's workforce with special emphasis on the percentages of women, minorities, veterans, and individuals with disabilities as compared to the labor market.

Purpose

The purpose of Eastern Michigan University's Affirmative Action Plan is to reaffirm the University's continuing commitment to the principles of affirmative action and equal opportunity employment. Because Eastern Michigan University has a number of contracts with the federal government, it is required by **Executive Order 11246 (as amended)** to develop and implement an affirmative action plan. This plan must have "a set of specific and result-oriented procedures to which the contractor commits [itself] to apply every good faith effort... to achieve prompt and full utilization of minorities and females, at all levels and all segments of [its] workforce where deficiencies exist" (41 CFR 60-2.10).

The first step in achieving this goal is an analysis of the utilization of females and members from underrepresented groups to determine areas of underutilization. Underutilization means that the number of persons from these groups is significantly less than would be reasonably expected given the availability of qualified females and members of underrepresented groups in the recruitment area. If underutilization is found, the institution must make a serious good-faith effort to develop and implement procedures and practices that are designed to increase the number of females and minorities in areas where they are

underutilized. Hiring goals must be established for females and minorities in those job groups where they are underrepresented.

EMU Workforce and Comparisons

As of September 20, 2015, EMU has a total of 1908 employees with 1018 (53.4%) female employees and 403 (21.1%) minority employees included in the plan. As one of the diagnostic components of Eastern Michigan University’s AAP, and to conform to applicable regulations, the University has completed a profile of the workforce at the Ypsilanti, Michigan establishment. The organizational profile is an overview of the staffing patterns at this establishment, and is used to determine whether there are areas in the workforce where individuals are underrepresented or concentrated by gender or race.

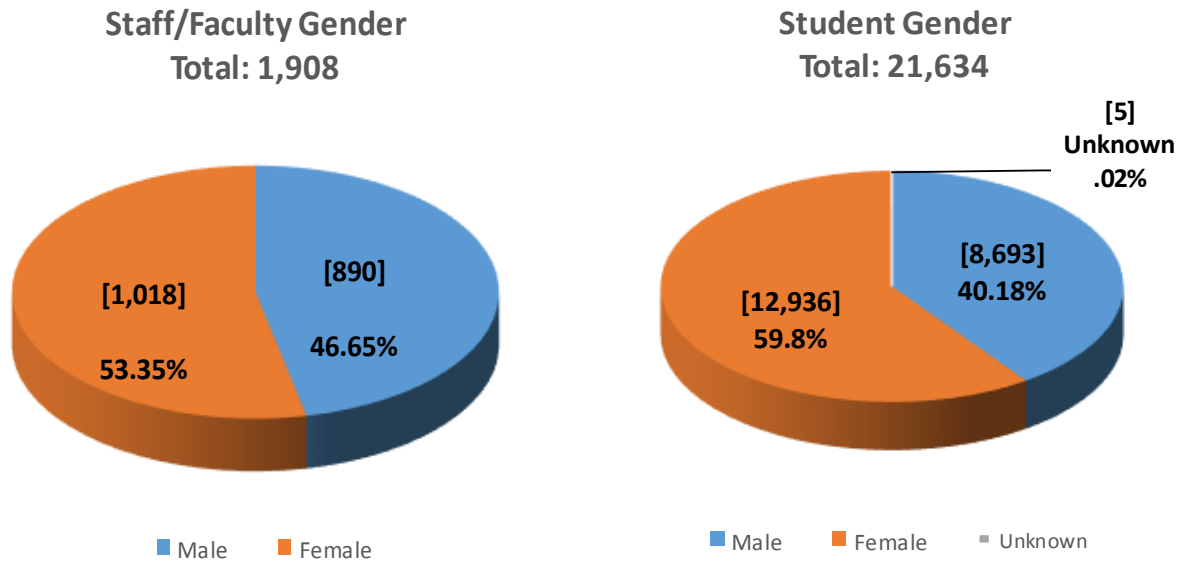
EMU Total Workforce					
<i>As of September 19, 2015</i>					
		Females		Minorities	
	Total	#	%	#	%
Faculty	779	403	51.73%	152	19.51%
Staff	1129	615	54.30%	251	22.23%
Total	1908	1018	53.35%	403	21.07%
<i>Note: Regular & full time; not seasonal or temporary</i>					

Total Workforce One Year Change							
<i>(September 19, 2014 to September 19, 2015)</i>							
Year	Total Workforce	Total Female	Total Minority	Black/ Afr Am	Hispanic	Asian American	Native American
Fall 2015	1908	1018	403	214	49	105	12
		53.4%	21.1%	11.2%	2.6%	5.5%	0.6%
Fall 2014	1,917	1045	384	220	41	111	12
		54.5%	20.0%	11.5%	2.1%	5.8%	0.6%
Difference	-9	-27	19	-6	8	-6	0
		-1.1%	1.1%	-0.3%	0.5%	-0.3%	0.0%

- Total Workforce decreased by nine employees.
- Female numbers decreased, -27 female employees (-1.1%)
- Minorities increased by 18 employees (1.1%)

In comparing the EMU workforce to our student population, there were 21,634 students enrolled during Fall 2015. Of the 21,634 students, 12,936 (59.8%) are female and 8,693 (28.8%) are minority. The highest minority group among students are African Americans at 18.2%, however the highest minority group among faculty is Asian at 10.3%.

Student to Workforce Gender Comparison



Student to Workforce Race and Ethnicity Comparison

EMU	Total	White	Total Minorities	Minority Groups					
				Black/African American	Hispanic	Asian	American Indian/Alaskan Native	Native Hawaiian/Pacific Islander	Two or More Races
Total Workforce (as of 9/19/2015)	1908	80.29%	21.07%	11.16%	2.57%	5.50%	0.63%	0.10%	1.10%
Total Students (as of Fall 2015)	21,634*	65.42%	28.79%	18.18%	4.26%	2.79%	0.27%	0.06%	3.23%

*Total Student population also includes students that identified as Nonresident Alien (3.48%) or their race is Unknown (2.0%).

Source: EMU Institutional Research and Information Management (IRIM)

Employment Activities

The University has analyzed personnel activities to determine whether and where impediments to equal employment opportunity exist and whether there are significant selection disparities by race/ethnicity or gender. These activities include applicant flow, recruitment, hires, promotions, terminations, and other personnel actions.

Employment Activities <i>(September 20, 2014 to September 19, 2015)</i>				
Total Workforce	Employed Rate (9/19/15)	New Hire Rate	Separation Rate	Promotion Rate
Total	1908	151	140	133
Females	1018 53.4%	81 53.6%	91 65.0%	76 57.1%
Minorities	403 21.1%	44 29.1%	36 25.7%	31 23.3%

Females

Strengths: Promotion rate (57.1%) is *above* their employed rate (53.4%)

Challenges: Separation rate (65.0%) is *above* both employed (53.4%) and hire rate (53.6%)

Minorities

Strengths: Hire rate (29.1%) is *above* their employed rate (21.1%)

Challenges: Separation rate (25.7%) is *above* their employed rate (21.1%)

Placement Goals

EMU has established placement goals where the actual representation of females or minorities in a job group is less than would be reasonably expected based on calculated availability. Placement goals are used to measure progress toward achieving equal employment opportunity. Of the 57 job groups at EMU, there are 23 job groups with placement goals for minorities, and 19 job groups with placement goals for females. In addition, there were two (2) job groups for minorities and four (4) job groups for females considered to have a statistically significant (standard deviations of 2.00 or greater are generally regarded as statistically significant) gap in representation and availability:

- For minorities, incumbency is less than availability by a statistically significant amount in job groups **200** (Lecturers) and **222** (School of Health Professionals Faculty).
- For females, incumbency is less than availability by a statistically significant amount in job groups **208** (Biology Faculty), **218** (School of Health Prom & Human Performance), **231** (School of Engineering Technology Faculty) and **306** (Athletic Professionals).

EMU has established affirmative action placement goals and programs to address any areas of underutilization, and will continue to make a good faith effort to achieve the established goals by implementing action-oriented programs noted in the Next Steps section.

Employment of Veterans and Individuals with Disabilities (IWDs)

Effective March 24, 2014, the U.S. Department of Labor's Office of Federal Contract Compliance Programs (OFCCP) issued Final Rules that made significant changes to affirmative action programs for veterans and individuals with disabilities. The OFCCP established an overall hiring benchmark of 7% for Veterans, and a 7% utilization goal for the employment of qualified IWDs for each job group in the University's workforce. EMU failed to meet the established benchmark for Veterans during the plan year, only employing Veterans at a rate of 3.60%. In addition, the utilization goal for IWDs was not obtained in any of the 57 job groups used in the plan. Of EMU's 57 job groups, only 8 job groups are represented by employees with a known disability.

Next Steps

In an effort to continue our progress towards attracting a workforce inclusive of Minorities, Females, Veterans, and IWDs, EMU will focus on the following action-oriented recommendations to correct any problem areas identified in the annual Affirmative Action Plans for Females and Minorities, Veterans, and IWDs.

- Increased compliance focus on monitoring, documenting and assessing recruitment and outreach activities, specifically those for Veterans and IWDs
- Incorporate diversity touchpoints throughout the recruitment process to ensure pools contain a diverse pool of qualified applicants.
- Dissemination of affirmative action data to key leaders and search committees in order to affectively recruit to those job groups and divisions where placement goals exist