

May 1989

SPA GOAL SETTING BY UNIT



North Carolina State University

Box 7101, Raleigh, N. C. 27695-7101

Office of the Provost
and Vice Chancellor

April 27, 1989

MEMORANDUM

TO: Unit Affirmative Action Officers

FROM: Lawrence M. Clark
Associate Provost *LM Clark*

SUBJECT: Revision of NCSU Affirmative Action Plan

The North Carolina Office of State Personnel is requesting that we revise our Affirmative Action Plan with regard to our SPA employees and submit the revision on or before May 31, 1989.

One of the key elements of the plan is the setting of goals and timetables. The setting of goals and timetables must meet the State requirement. In brief, we must set these goals by units rather than total University goals.

Below are specific information and details that you must follow in setting the goals for your unit:

1. Profiles of your unit with base data as of October 1, 1988 in the following categories:
Executive, managerial; professional; secretarial; technical; skilled crafts; and service maintenance.
2. Availability data for each category (on green paper).
3. The percentages of estimated vacancies for the next five (5) years beginning with the academic year 1988-89 (on blue paper).
4. Worksheet on goal-setting (on white sheet).
 - a. Fill in profile line A within the specific category and calculate percentages.
 - b. Calculate the availability profile by using the availability data at the bottom of the page for line B.
 - c. For line C (entitled Over or Underrepresentation), subtract line B from line A.

Revision of Affirmative Action Plan
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- d. For line D, the first column is determined by the percent of vacancies for the five-year period multiplied by the grand total in line A. The other columns are determined by ascertaining what the profile goals should be in line E to prevent underrepresentation.
- e. The percentages in line E should be equal to or greater than the availability data, where possible.
- f. Lines A, D, and E become lines A, B, and C on "the Composition and New Hires" table for each unit in a particular category.
- g. Examples of working through the worksheet utilizing the College of Agriculture and Life Sciences and Student Affairs profiles in the secretarial category are discussed (at the workshop).

The Worksheets are to be filled out by you for each category (at most six categories) and forwarded to our office no later than Friday May 5th.

In addition to setting the timetables and goals, we need from you a detailed description of your unit's monitoring procedures in obtaining results.

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CATEGORY SECRETARIAL/CLERICAL

BY RACE/ETHNIC GROUP AND SEX

Example

	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	\$	#	\$	#	\$	#	\$	#	\$	MALE		FEMALE	
												#	\$	#	\$
A) 1987-88 Profile Data as of 10/88	309	30	9.7	275	89	3	0.97	0		1	0.32	7	2.26	302	97.7
B) Availability Profile	309	58	18.9	247	80	1	0.34	2	0.49	1	0.16	68	22.3	240	77.7
C) Over or Underrepresentation		-28		+28		+2		-2		0		-61		+62	
D) Hiring Goals 1988-1989-1992-1993 Expiration 10/1/93	231	70	30	155	67	3	.34	2	1.0	1	.50	23	10	208	90
E) Goal Profile 1988-1989-1992-1993 (October 1, 1993)	309	58	19	244	79	4	1.29	2	.65	1	.50	15	5	294	95

AVAILABILITY DATA:

Blacks: 18.9%Other* 2.05%(X) Asian/Pacific Is. 1.20%(Y) Hispanic .81%(Z) American Indian .04%Females 77.7%

*Other = X + Y + Z

STUDENT AFFAIRS

COMPOSITION AND NEW HIRES OF NCSU

CATEGORY SECRETARIAL/CLERICAL

BY RACE/ETHNIC GROUP AND SEX

Example

	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	\$	#	\$	#	\$	#	\$	#	\$	MALE		FEMALE	
												#	\$	#	\$
A) 1987-88 Profile Data as of 10/88	98	23	23	75	77	0		0		0		7	7	91	93
B) Availability Profile	98	19	19	78	80	0		1	1.0	0		22	22.3	76	77.7
C) Over or Underrepresentation		+4		-3		0		-1		0		-15		+15	
D) Hiring Goals 1988-1989-1992-1993 Expiration 10/1/93	74	17	23	55	75	1	1	1	1	0		12	16	62	84
E) Goal Profile 1988-1989-1992-1993 (October 1, 1993)	98	23	23	73	75			1	1.0			11	11	87	89

AVAILABILITY DATA:

Blacks: 18.9%Other* 2.05%(X) Asian/Pacific Is. 1.20%(Y) Hispanic .81%(Z) American Indian .04%Females 77.7%

*Other = X + Y + Z

FREQUENCY F88 ACTIVE SPA EXCLUDING AG EXT SERVICE PERSONNEL

CATEGORY	FREQUENCY	PERCENT	CUMULATIVE FREQUENCY	CUMULATIVE PERCENT
EXEC./MGR./ADMIN	12	0.3	12	0.3
PROFESSIONAL	244	7.1	256	7.4
SECRETARIAL	1255	36.5	1511	43.9
SERVICE/MAINT.	684	19.9	2195	63.8
SKILLED CRAFTS	288	8.4	2483	72.2
TECHNICAL	957	27.8	3440	100.0

RACE	FREQUENCY	PERCENT	CUMULATIVE FREQUENCY	CUMULATIVE PERCENT
1_BLACK	944	27.4	944	27.4
2_WHITE	2431	70.7	3375	98.1
3_ASIAN	36	1.0	3411	99.2
4_HISPANIC	20	0.6	3431	99.7
5_AMER-INDIAN	9	0.3	3440	100.0

SX	FREQUENCY	PERCENT	CUMULATIVE FREQUENCY	CUMULATIVE PERCENT
F	2029	59.0	2029	59.0
M	1411	41.0	3440	100.0

DIV	FREQUENCY	PERCENT	CUMULATIVE FREQUENCY	CUMULATIVE PERCENT
A_CALS	908	26.4	908	26.4
B_DESIGN	14	0.4	922	26.8
C_ED & PSY	28	0.8	950	27.6
D_ENGINEERING	148	4.3	1098	31.9
E_FOREST RES.	62	1.8	1160	33.7
F_CHASS	78	2.3	1238	36.0
G_CPAMS	79	2.3	1317	38.3
H_TEXTILES	41	1.2	1358	39.5
I_VET MEDICINE	247	7.2	1605	46.7
J_LIBRARIES	129	3.8	1734	50.4
K_FINANCE & BUSI	1093	31.8	2827	82.2
L_STUDENT AFFAIR	238	6.9	3065	89.1
M_UNIV. EXTENSIO	52	1.5	3117	90.6
SPECIAL UNITS	323	9.4	3440	100.0

FREQUENCY F88 ACTIVE SPA EXCLUDING AG EXT SERVICE PERSONNEL
COLLEGE/DIVISION =A_CALS

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F88 OCR SPA PERSONNEL DATA BY DIVISION, RACE, AND GENDER, EXCLUDING AG EXT. SERVICE PERSONNEL		RACE										GENDER		
		1_BLACK		2_WHITE		3_ASIAN		4_HISPANIC		5_AMER INDIAN		F	M	
		GENDER		GENDER		GENDER		GENDER		GENDER				
		F	M	F	M	F	M	F	M	F	M	F	M	
COLLEGE/DIVISION A_CALS	EXEC./MGR./ADMIN. PROFESSIONAL SECRETARIAL SERVICE/MAINT. SKILLED CRAFTS TECHNICAL	.	.	15	40	1	.	.	15	43
		29	1	269	6	3	.	1	302	7
		3	25	8	72	11	97
		.	2	.	21	23
		5	12	160	215	10	1	3	1	2	2	2	178	231
TOTAL		37	41	452	355	13	2	4	2	2	2	2	506	602

COLLEGE/DIVISION =B_DESIGN

F88 OCR SPA PERSONNEL DATA BY DIVISION, RACE, AND GENDER, EXCLUDING AG EXT. SERVICE PERSONNEL		RACE				GENDER		TOTAL
		1_BLACK		2_WHITE		F	M	
		GENDER		GENDER				
		F	M	F	M	F	M	
COLLEGE/DIVISION B_DESIGN	SECRETARIAL SKILLED CRAFTS TECHNICAL	2	.	8	.	10	.	10
		.	.	.	1	.	1	1
		.	1	1	1	1	2	3
TOTAL		2	1	9	2	11	3	14

COLLEGE/DIVISION =C_ED & PSY

F88 OCR SPA PERSONNEL DATA BY DIVISION, RACE, AND GENDER, EXCLUDING AG EXT. SERVICE PERSONNEL		RACE					GENDER		TOTAL
		1_BLACK		2_WHITE		5_AMER INDIAN	F	M	
		GENDER		GENDER		GENDER			
		F	M	F	M	F	F	M	
COLLEGE/DIVISION C_ED & PSY	SECRETARIAL TECHNICAL	5	1	17	2	.	23	3	26
		.	1	1	1	.	1	1	2
TOTAL		5	1	18	3	1	24	4	28

COLLEGE/DIVISION =D_ENGINEERING

F88 OCR SPA PERSONNEL DATA BY DIVISION, RACE, AND GENDER, EXCLUDING AG EXT. SERVICE PERSONNEL		RACE								GENDER		TOTAL
		1_BLACK		2_WHITE		3_ASIAN		5_AMER-INDIAN		F	M	
		GENDER		GENDER		GENDER		GENDER				
		F	M	F	M	F	M	F	M	F	M	
COLLEGE/DIVISION D_ENGINEERING	PROFESSIONAL	.	.	2	7	.	.	1	.	2	8	10
	SECRETARIAL	12	1	64	1	1	1	.	.	77	2	79
	SERVICE/MAINT.	.	1	1	1
	SKILLED CRAFTS	.	1	.	12	13	13
	TECHNICAL	1	2	18	21	.	1	1	1	20	25	45
TOTAL		13	5	84	41	1	2	1	1	99	49	148

COLLEGE/DIVISION =E_FOREST RES.

F88 OCR SPA PERSONNEL DATA BY DIVISION, RACE, AND GENDER, EXCLUDING AG EXT. SERVICE PERSONNEL		RACE							GENDER		TOTAL
		1_BLACK		2_WHITE		3_ASI- AN	4_HIS- PANIC	5_AMER INDIAN	F	M	
		GENDER		GENDER		GENDER	GENDER	GENDER			
		F	M	F	M	F	F	F	F	M	
COLLEGE/DIVISION E_FOREST RES.	PROFESSIONAL	.	.	2	1	.	.	.	2	1	3
	SECRETARIAL	6	1	19	1	.	1	1	27	2	29
	TECHNICAL	1	1	14	13	1	.	.	16	14	30
TOTAL		7	2	35	15	1	1	1	45	17	62

COLLEGE/DIVISION =F_CHASS

F88 OCR SPA PERSONNEL DATA BY DIVISION, RACE, AND GENDER, EXCLUDING AG EXT. SERVICE PERSONNEL		RACE				GENDER		TOTAL		
		1_BLACK		2_WHITE		F	M			
		GENDER		GENDER						
		F	M	F	M	F	M			
COLLEGE/DIVISION F_CHASS	SECRETARIAL			13	7	49	.	62	7	69
	SERVICE/MAINT.	.	.	2	2	3	1	3	3	6
	TECHNICAL	1	1	14	9	52	2	66	12	78
TOTAL				14	9	52	3	66	12	78

COLLEGE/DIVISION =G_CPAMS

F88 OCR SPA PERSONNEL DATA BY DIVISION, RACE, AND GENDER, EXCLUDING AG EXT. SERVICE PERSONNEL		RACE			GENDER		TOTAL
		1_BLACK	2_WHITE		F	M	
		GENDER	GENDER				
		F	F	M	F	M	
COLLEGE/DIVISION G_CPAMS	PROFESSIONAL	.	1	3	1	3	4
	SECRETARIAL	9	45	1	54	1	55
	SKILLED CRAFTS	.	.	5	.	5	5
	TECHNICAL	.	6	9	6	9	15
TOTAL		9	52	18	61	18	79

COLLEGE/DIVISION =H_TEXTILES

F88 OCR SPA PERSONNEL DATA BY DIVISION, RACE, AND GENDER, EXCLUDING AG EXT. SERVICE PERSONNEL		RACE			GENDER		TOTAL
		1_BLACK	2_WHITE	5_AMER INDIAN	F	M	
		GENDER					
		F	M	F	M	F	
COLLEGE/DIVISION H_TEXTILES	PROFESSIONAL	.	.	1	.	1	1
	SECRETARIAL	2	.	16	.	18	19
	SKILLED CRAFTS	.	.	5	.	5	5
	TECHNICAL	.	2	5	8	1	16
TOTAL		2	2	21	15	24	41

COLLEGE/DIVISION =I_VET MEDICINE

F88 OCR SPA PERSONNEL DATA BY DIVISION, RACE, AND GENDER, EXCLUDING AG EXT. SERVICE PERSONNEL		RACE				GENDER		TOTAL
		1_BLACK	2_WHITE	3_ASI- AN	4_HISPANIC	F	M	
		GENDER						
		F	M	F	M	F	M	
COLLEGE/DIVISION I_VET MEDICINE	EXEC./MGR./ADMIN.	.	.	1	.	.	1	1
	PROFESSIONAL	2	.	7	4	1	10	14
	SECRETARIAL	13	1	38	3	.	51	56
	SERVICE/MAINT.	2	7	15	10	.	17	34
	SKILLED CRAFTS	.	1	.	.	.	1	1
	TECHNICAL	5	6	98	28	3	107	141
TOTAL		22	15	158	46	4	185	247

COLLEGE/DIVISION =M_UNIV. EXTENSION

F88 OCR SPA PERSONNEL DATA BY DIVISION, RACE, AND GENDER, EXCLUDING AG EXT, SERVICE PERSONNEL		RACE				GENDER		TOTAL
		1_BLACK		2_WHITE		F	M	
		GENDER		GENDER				
		F	M	F	M	F	M	
COLLEGE/DIVISION M_UNIV. EXTENSION	PROFESSIONAL	.	.	3	1	3		4
	SECRETARIAL	6	1	26	3	32	1	36
	TECHNICAL	1	2	7	2	8	4	12
TOTAL		7	3	36	6	43	9	52

COLLEGE/DIVISION =K_FINANCE & BUSINESS

F88 OCR SPA PERSONNEL DATA BY DIVISION, RACE, AND GENDER, EXCLUDING AG EXT, SERVICE PERSONNEL		RACE								GENDER		TOTAL	
		1_BLACK		2_WHITE		3_ASIAN		4_HISPANIC		F	M		
		GENDER		GENDER		GENDER		GENDER					
		F	M	F	M	F	M	F	M	F	M		
COLLEGE/DIVISION K_FINANCE & BUSINESS	EXEC./MGR./ADMIN.	.	1	1	8	1	9	10
	PROFESSIONAL	6	8	36	69	1	42	78	120
	SECRETARIAL	57	17	128	21	3	.	1	1	1	189	39	228
	SERVICE/MAINT.	115	186	6	33	.	.	2	1	.	122	221	343
	SKILLED CRAFTS	3	51	7	162	.	.	1	1	.	10	215	225
	TECHNICAL	14	17	82	53	1	97	70	167
TOTAL		195	280	260	346	4	3	2	3	461	632	1093	

COLLEGE/DIVISION =L_STUDENT AFFAIRS

F88 OCR SPA PERSONNEL DATA BY DIVISION, RACE, AND GENDER, EXCLUDING AG EXT. SERVICE PERSONNEL		RACE					GENDER		TOTAL
		1_BLACK		2_WHITE		5_AMER INDIAN	F	M	
		GENDER		GENDER		GENDER			
		F	M	F	M	F	F	M	
COLLEGE/DIVISION L_STUDENT AFFAIRS	PROFESSIONAL	1	1	2	1	.	3	2	5
	SECRETARIAL	18	5	73	2	.	91	7	98
	SERVICE/MAINT.	44	27	13	8	.	57	35	92
	SKILLED CRAFTS	.	.	.	4	.	.	4	4
	TECHNICAL	9	.	28	1	1	38	1	39
TOTAL		72	33	116	16	1	189	49	238

COLLEGE/DIVISION =J_LIBRARIES

F88 OCR SPA PERSONNEL DATA BY DIVISION, RACE, AND GENDER, EXCLUDING AG EXT. SERVICE PERSONNEL		RACE								GENDER		TOTAL
		1_BLACK		2_WHITE		3_ASIAN		4_HIS- PANIC		F	M	
		GENDER		GENDER		GENDER		GENDER				
		F	M	F	M	F	M	F	F	M		
COLLEGE/DIVISION												
J_LIBRARIES	PROFESSIONAL	.	.	.	2	2		2
	SECRETARIAL	32	3	65	11	.	.	1	.	105	15	120
	SERVICE/MAINT.	2	1	2	1	3
	TECHNICAL	1	.	2	1	3	1	4
TOTAL		35	4	67	14	.	.	1	.	110	19	129

COLLEGE/DIVISION =SPECIAL UNITS

F88 OCR SPA PERSONNEL DATA BY DIVISION, RACE, AND GENDER, EXCLUDING AG EXT. SERVICE PERSONNEL		RACE								GENDER		TOTAL
		1_BLACK		2_WHITE		3_ASI- AN		4_HIS- PANIC		5_AMER INDIAN		
		GENDER		GENDER		GENDER		GENDER		GENDER		
		F	M	F	M	F	M	F	F	F	M	
COLLEGE/DIVISION												
SPECIAL UNITS	PROFESSIONAL	.	.	9	13	1	.	.	.	9	14	23
	SECRETARIAL	24	2	88	5	.	.	1	1	114	7	121
	SERVICE/MAINT.	48	44	1	6	.	.	1	.	50	50	100
	SKILLED CRAFTS	.	2	.	9	11	11
	TECHNICAL	3	5	29	31	32	36	68
TOTAL		75	53	127	64	1	.	2	1	205	118	323

Job Title	Component Weight	Total	Female	Total Minority	Black	Hispanic	Am Ind	Asian
Job Group: Officials and Managers (001) Labor Area: RALEIGH-DURHAM, N.C. SHSA								
officials and managers	100.00	33,319	9,627	3,772	3,429	185	6	145
		Census occupation: 951-OFFICIALS AND MANAGERS						

	100.00							
Job Group: Professionals (002) Labor Area: RALEIGH-DURHAM, N.C. SHSA								
professionals	100.00	51,467	25,056	7,835	6,700	415	25	619
		Census occupation: 952-PROFESSIONALS						

	100.00							
Job Group: Technicians (003) Labor Area: RALEIGH-DURHAM, N.C. SHSA								
technicians	100.00	15,661	6,930	3,167	2,542	224	34	347
		Census occupation: 953-TECHNICIANS						

	100.00							
Job Group: Office and Clerical (005) Labor Area: RALEIGH-DURHAM, N.C. SHSA								
office and clerical	100.00	53,523	41,608	10,665	10,112	267	87	183
		Census occupation: 955-OFFICE AND CLERICAL						

	100.00							
Job Group: Craft Workers-skilled (006) Labor Area: RALEIGH-DURHAM, N.C. SHSA								
craft workers-skilled	100.00	25,192	2,173	4,985	4,673	143	65	82
		Census occupation: 956-CRAFT WORKERS-SKILLED						

	100.00							
Job Group: Operatives-semiskilled (007) Labor Area: RALEIGH-DURHAM, N.C. SHSA								
operatives-semiskilled	100.00	27,241	11,657	11,194	10,672	303	42	163
		Census occupation: 957-OPERATIVES-SEMISKILLED						

	100.00							

RALEIGH/DURHAM

NC State-03/29/89

Job Title	Component Weight	Total	Female	Total Minority	Black	Hispanic	Am Ind	Asian
Job Group: Laborers-unskilled (008)								
Labor Area: RALEIGH-DURHAM, N.C. SMSA								
laborers-unskilled	100.00	11,647	1,927	4,830	4,682	69	44	35
		Census occupation: 958-LABORERS-UNSKILLED						

	100.00							
Job Group: Service Workers (009)								
Labor Area: RALEIGH-DURHAM, N.C. SMSA								
service workers	100.00	33,953	19,589	16,262	15,691	283	65	177
		Census occupation: 959-SERVICE WORKERS						

	100.00							

FACTOR - 4 FINAL AVAILABILITIES

RALEIGH/DURHAM

NC State-03/29/89

Job Group Name	Job Group Code	Total					Am Ind	Asian	Data Entry Method
		Female	Minority	Black	Hispanic				
Officials and Managers	001	28.89	11.32	10.29	0.55	0.01	0.43	Census Extract Components	
		Labor Area: RALEIGH-DURHAM, N.C. SMSA							
Professionals	002	48.68	15.22	13.01	0.80	0.04	1.20	Census Extract Components	
		Labor Area: RALEIGH-DURHAM, N.C. SMSA							
Technicians	003	44.25	20.22	16.23	1.43	0.21	2.21	Census Extract Components	
		Labor Area: RALEIGH-DURHAM, N.C. SMSA							
Office and Clerical	005	77.73	19.92	18.89	0.49	0.16	0.34	Census Extract Components	
		Labor Area: RALEIGH-DURHAM, N.C. SMSA							
Craft Workers-skilled	006	8.62	19.78	18.54	0.56	0.25	0.32	Census Extract Components	
		Labor Area: RALEIGH-DURHAM, N.C. SMSA							
Operatives-semiskilled	007	42.79	41.09	39.17	1.11	0.15	0.59	Census Extract Components	
		Labor Area: RALEIGH-DURHAM, N.C. SMSA							
Laborers-unskilled	008	16.54	41.46	40.19	0.59	0.37	0.30	Census Extract Components	
		Labor Area: RALEIGH-DURHAM, N.C. SMSA							
Service Workers	009	57.69	47.89	46.21	0.83	0.19	0.52	Census Extract Components	
		Labor Area: RALEIGH-DURHAM, N.C. SMSA							

WORKSHEET ON GOAL-SETTING
COMPOSITION AND NEW HIRES OF NCSU

CATEGORY _____

BY RACE/ETHNIC GROUP AND SEX

	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	\$	#	\$	#	\$	#	\$	#	\$	MALE		FEMALE	
												#	\$	#	\$
A) 1987-88 Profile Data as of 10/88															
B) Availability Profile															
C) Over or Underrepresentation															
D) Hiring Goals 1988-1989-1992-1993 Expiration 10/1/93															
E) Goal Profile 1988-1989-1992-1993 (October 1, 1993)															

AVAILABILITY DATA:

Blacks: _____ Other* _____ (X) Asian/Pacific Is. _____ (Y) Hispanic _____ (Z) American Indian _____ Females _____

*Other = X + Y + Z

NORTH CAROLINA

Job Title	Component Weight	NORTH CAROLINA			Total			
		Total	Female	Minority	Black	Hispanic	Am Ind	Asian
Job Group: Officials and Managers (001)								
Labor Area: NORTH CAROLINA								
officials and managers	100.00	300,975	70,400	25,397	21,369	1,497	1,739	725
		Census occupation: 951-OFFICIALS AND MANAGERS						

	100.00							
Job Group: Professionals (002)								
Labor Area: NORTH CAROLINA								
professionals	100.00	302,493	167,650	44,794	38,879	2,016	1,639	2,032
		Census occupation: 952-PROFESSIONALS						

	100.00							
Job Group: Technicians (003)								
Labor Area: NORTH CAROLINA								
technicians	100.00	69,011	33,253	11,116	9,613	524	315	616
		Census occupation: 953-TECHNICIANS						

	100.00							
Job Group: Office and Clerical (005)								
Labor Area: NORTH CAROLINA								
office and clerical	100.00	385,814	294,999	54,756	49,772	2,132	1,998	799
		Census occupation: 955-OFFICE AND CLERICAL						

	100.00							
Job Group: Craft Workers-skilled (006)								
Labor Area: NORTH CAROLINA								
craft workers-skilled	100.00	356,266	32,322	55,360	47,560	2,623	4,632	405
		Census occupation: 956-CRAFT WORKERS-SKILLED						

	100.00							
Job Group: Operatives-semiskilled (007)								
Labor Area: NORTH CAROLINA								
operatives-semiskilled	100.00	621,481	303,194	179,286	164,014	5,165	8,037	1,834
		Census occupation: 957-OPERATIVES-SEMISKILLED						

	100.00							

FACTOR 5 - CENSUS EXTRACT COMPONENTS (FINAL AVAILABILITIES)

Job Group Name	Job Group Code	NORTH CAROLINA					NC State-03/29/89			No. Entries
		Female	Total Minority	Black	Hispanic	Am Ind	Asian	Calculation Method		
Officials and Managers	001	23.39	8.43	7.09	0.49	0.57	0.24	Simple Agregation	1 <===	
		0.00	0.00	0.00	0.00	0.00	0.00	Weighted Agregation		
Labor Area: NORTH CAROLINA										
Professionals	002	55.42	14.80	12.85	0.66	0.54	0.67	Simple Agregation	1 <===	
		0.00	0.00	0.00	0.00	0.00	0.00	Weighted Agregation		
Labor Area: NORTH CAROLINA										
Technicians	003	48.18	16.10	13.92	0.75	0.45	0.89	Simple Agregation	1 <===	
		0.00	0.00	0.00	0.00	0.00	0.00	Weighted Agregation		
Labor Area: NORTH CAROLINA										
Office and Clerical	005	76.46	14.19	12.90	0.55	0.51	0.18	Simple Agregation	1 <===	
		0.00	0.00	0.00	0.00	0.00	0.00	Weighted Agregation		
Labor Area: NORTH CAROLINA										
ft Workers-skilled	006	9.07	15.53	13.34	0.73	1.30	0.11	Simple Agregation	1 <===	
		0.00	0.00	0.00	0.00	0.00	0.00	Weighted Agregation		
Labor Area: NORTH CAROLINA										
Operatives-semiskilled	007	48.78	28.84	26.39	0.83	1.29	0.29	Simple Agregation	1 <===	
		0.00	0.00	0.00	0.00	0.00	0.00	Weighted Agregation		
Labor Area: NORTH CAROLINA										
Laborers-unskilled	008	19.18	36.01	33.27	0.99	1.51	0.18	Simple Agregation	1 <===	
		0.00	0.00	0.00	0.00	0.00	0.00	Weighted Agregation		
Labor Area: NORTH CAROLINA										
Service Workers	009	61.52	37.80	35.42	0.92	0.94	0.44	Simple Agregation	1 <===	
		0.00	0.00	0.00	0.00	0.00	0.00	Weighted Agregation		
Labor Area: NORTH CAROLINA										

AFFIRMATIVE ACTION PLAN
SPA POSITIONS

SCHOOL/DEPARTMENT _____

Completed by: _____

SECRETARIAL/ CLERICAL	Estimated Number of Positions Expected to Become Vacant					Subtotal	Estimated Number of Newly Created Positions	Total Positions to be Filled
	1987-88	1988-89	1989-90	1990-91	1991-92			
Agriculture and Life Sciences								
Design								
Education & Psychology								
Engineering								
Forest Resources								
Humanities and Social Sciences								
Physical & Mathematical Sciences								
Textiles								
Veterinary Medicine								
D.H. Hill Library								
Finance & Business								
University Extension								
Student Affairs								
SPECIAL UNITS								
Athletics								
Alumni Affairs								
Chancellor's Office								
PROVOST'S OFFICE								
Academic Skills								
Admissions								
Computing Center								
Cooperative Education								
Graduate School								
Radiation Protection								
Research Administration								
Sea Grant								
University Development								
University Relations								
Information Services								
Water Resources Institute								

NOTE: A+B+C+E = F
F+G = H

AFFIRMATIVE ACTION PLAN
SEA POSITIONS

SCHOOL/DEPARTMENT _____

Completed by: _____

SPA PROFESSIONAL	Estimated Number of Positions Expected to Become Vacant					Subtotal	Estimated Number of Newly Created Positions	Total Positions to be Filled
	1987-88	1988-89	1989-90	1990-91	1991-92			
Agriculture and Life Sciences								
Design								
Education & Psychology								
Engineering								
Forest Resources								
Humanities and Social Sciences								
Physical & Mathematical Sciences								
Textiles								
Veterinary Medicine								
D.H. Hill Library								
Finance & Business								
University Extension								
Student Affairs								
SPECIAL UNITS								
Athletics								
Alumni Affairs								
Chancellor's Office								
PROVOST'S OFFICE								
Academic Skills								
Admissions								
Computing Center								
Cooperative Education								
Graduate School								
Radiation Protection								
Research Administration								
Sea Grant								
University Development								
University Relations								
Information Services								
Water Resources Institute								

NOTE: A+B+C+E = F
F+G = H

Skilled Crafts

The majority of University skilled craft positions are located in the Physical Plant division and include classifications such as Boiler Operators, HVAC Mechanics, Maintenance Mechanics, Plumbers, Electricians, Painters, Masons, Carpenters, and Locksmiths. These positions involve skilled work in building, maintaining, and repairing University facilities. Employees normally work independent of supervision to accomplish assigned tasks. Workers at various levels may supervise others engaged in unskilled, semi-skilled, or skilled work.

A review of current applicants for skilled craft positions whose last names begin in either A or B resulted in these findings:

- 1) Of 31 applicants, 19 were white and 12 were minorities.
- 2) Of the 19 white applicants, all (100%) had directly related experience to the position(s) they had applied for. Eight (67%) of the minority applicants had related experience.
- 3) Twelve (63%) of the white applicants had technical school training in the field they were pursuing while only four (33%) of the minority applicants possessed these educational qualifications.
- 4) Sixteen (84%) of the white applicants and seven (58%) of the minority applicants had supervisory experience.
- 5) The white applicants applied for an average of 1 position each while the minorities applied for an average of 2.5 positions.
- 6) The white applicants possessed an average of 10.9 years of related experience. The minority applicants averaged 5.3 years.

We believe that opportunities for minorities in the skilled crafts occupational area are mainly hindered by the relative lack of technical school training, supervisory experience, and years of experience when compared to white applicants. These three justifications for not hiring were most frequently noted in Application Evaluation Forms returned to us by hiring departments.

KP/ka
4/5/88

PROFESSIONAL NON-FACULTY

This particular category embraces a large variety of occupations but with significant concentrations in four areas:

- Computer Programmers, Analysts and related
- Accountants, Auditors and related
- Engineers and Architects
- Research Analysts and related

These groups comprise 31%, 11%, 9%, and 10% of the category respectively.

Computer Programmers, Analysts, and Related

This group in addition to being the largest also has been subject to high levels of turnover resulting in the majority of new hires in the Professional Non-Faculty category being data processing related.

Human Resources pulled the first eighteen applications from the data processing files for review. Of the eighteen, nine 50% were white and nine (50%) were minority. Of the nine white applicants, seven (78%) had four year degrees in computer science, math or engineering. Of the nine minority applicants, five (56%) had comparable four year degrees. Of these two groups, white applicants had an average of 1.4 years of related experience. Of the minority applicants, two were 1987 graduates with no experience, one had one year and one had less than a year's experience. The remaining minority applicant had eleven years experience but requested a salary which exceeded our budget.

Recruitment and employment of minority candidates is unfortunately hampered by a relative lack of competitive training and experience in data processing.

Accountants, Auditors and Related

Since 10/1/86 three individuals have been new hires in this group.

Howard Harrell	W/M	Accountant II
Kathryn Larsen	W/F	Accountant II
Gretchen Laymon	W/F	Accountant I

Howard Harrell

- Masters in Business Administration
- 10 years experience as plant controller or manager
- Programming and supervisory experience

Kathryn Larsen

- B.S. in Accounting Magna Cum Laude
- CPA
- 3 plus years with major CPA firm
- 4 years accounting experience in the military
- Computer systems and supervisory experience

Gretchen Laymon

- B.S. in Business, major in Accounting
- 3 plus years experience in N. C. State Government
- Five years prior accounting experience including 22 months in higher education.

Ms. Laymon took a demotional transfer from another state agency.

Engineers and Architects

Since 10/1/86 two individuals have been hired in this group.

Jorge Quintel

- B.S. in Civil Engineering
- Six years experience as plant engineer as plant engineer, project superintendent, etc.

Jonathan Cooper

- B.A. in Architecture
- B.S. in Civil Engineering
- Five years related experience
- Architectural License

Research Analysts and Related

Since 10/1/86 three individuals have been hired in this area:

Suzanne Armstrong	W/F	Research Analyst I
Barbara Henre	W/F	Vet Diagnostic Lab Supv.
Randolf Koch	W/M	Research Engineer

Page 3

Suzanne Armstrong

- B.S. Biology
- Six years related experience including six months internship in department where employed.

Barbara Henre

- B.S. in Mechanical Engineering
- Registered ASCP
- Over 16 years experience including 12 years in higher education, eleven at a veterinary teaching hospital

Randolf Koch

- B.S. in Mechanical Engineering

Others

Since 10/1/86, two black males, one white male and four white females have been newly hired into the remaining positions in this category.

TECHNICAL PARAPROFESSIONAL

The majority of University positions in this category are involved in research in the Colleges of Agriculture and Life Sciences, Forestry, Veterinary Medicine and Physical and Mathematical Sciences. These schools combined represent over twenty academic and research departments. The vast majority of the research positions are in Ag. and Life Sciences with the medically related positions in Veterinary Medicine. Within each department are projects reflecting a diversity of highly specialized research. As a result, support staff attached to these laboratory and/or field support projects are particularly valuable if their academic training and/or experience is inn the area of research to be performed. Thus, the graduate of a large research institution with an undergraduate or preferably graduate degree in a relevant discipline is highly sought after as is the individual with relevant experience. Individuals with general degrees and lacking compensating experience in the specific area of research being conducted have difficulty being competitive.

A review of the first 22 applications in the research file resulted in the following observations:

1. Seventeen of the applicants were white, five were minorities.
2. Of the white applicants, over half (9) had specialized four year degrees which would be likely to match one or more typical vacancies.
3. One white applicant and two minority applicants had degrees in Chemistry which are rarely sought after by researchers.
4. Two minority applicants and two white applicants had a degree in Biology which is even less specialized and generally not competitive with other degrees.
5. The remaining minority candidate has a specialized M.S. degree in a discipline which would appeal to some project leaders. She applied for one vacancy but withdrew due to the field work involved.
6. Of the remaining white applicants, five had associate degrees, certificates or diplomas in the medical sciences which might appeal to medical researchers.

7. Both groups averaged approximately five and a half years of experience in their areas of expertise, however, over a third of the cumulative experience of the minority applicants was in a science classroom not a lab. Less than 1% of the white applicants experience was in a classroom.

We believe that opportunities for minorities in research is hampered by the specialized nature of research and the often too-broad nature of academic training received at smaller schools lacking the academic diversity, specialization and facilities of institutions like NCSU.

The balance of positions in this category (administrative assistants) are an extension of the clerical series and typically filled by internal promotion or transfer.

JCB:sms
4/5/88

CLERICAL

A requirement for a certain basic machine skills (typing and word processing) is inherent in certain job classifications (clerk-typist, secretary, etc.) which comprise approximately 55% of the University's clerical positions. Some positions in other classes (clerk, personnel assistant, etc.) may also require or prefer one or both of these machine skills.

During February and March (2/17/88, 2/24/88, 3/2/88, 3/9/88, 3/16/88) the percentage of clerical positions posted in SPA Vacancies for recruitment purposes which required the test ranged from 72% to 79%.

The University requires applicants to take a typing test administered by the local office of the Employment Security Commission to be considered for employment in the first group (clerk-typist, secretary, etc.). New applicants, advised of this at the time of application, were allowed to place bids pending receipt of the test results. These bids were tallied and were part of the totals submitted to DOL even when the applicant failed to show-up for the test.

Applicant proficiency on this test is a key determinant in the hiring process. In order to analyze the relative proficiency of white and black applicant, as well as the relative patterns of reporting for testing the six(6) most recent completed test schedules were reviewed by Human Resources. Nine(9) of twenty-four (38%) black applicants failed to report for scheduled testing. Twelve(12) of sixty-nine (17%) white applicants failed to report. The average net typing speed for black applicants was 37 wpm. The average net for white applicants was 48 wpm. Average net scores for successful applicants in February and March were 53 wpm and 51 wpm for whites and blacks respectively.

As a group, white clerical applicants appear to have more experience and are more likely to have machine skills. A review of all current clerical applicants with last names beginning with A (i.e. Austin, Adams) revealed the following:

1. Black applicants averaged 4.1 years related experience.
2. White applicants averaged 7.4 years related experience.
3. Only 1 of 11 (9.1%) black applicants scheduled and took the clerical test.
4. Ten of 14 (71.4%) of white applicants scheduled and took the test.

Page 2

As a result, we conclude that experience demonstrated typing, proficiency and attendance at scheduled typing test had a significant impact on minority hiring in the clerical area.

JCB:sms
4/5/88

Appendix B

REFERENCE FOR CODES USED IN SPA AFFIRMATIVE ACTION PLAN

A2 = Administrative/Managerial
E = Professionals
F = Clerical/Secretarial
G = Technical
H = Skilled Crafts
I = Service Maintenance

1 = Agriculture & Life Sciences
2 = Design
3 = Education & Psychology
4 = Engineering
5 = Forest Resources
6 = Humanities & Social Sciences
7 = Physical & Mathematical Sciences
8 = Textiles
9 = Veterinary Medicine
10 = D. H. Hill Library
11 = Finance & Business
12 = Student Affairs
13 = University Extension

14 = Special Units

14.1 = Athletics

14.2 = Provost Office (Office Staff, Academic Skills, Admissions, Archives, COOP, Faculty Senate, Graduate School, International Programs, Radiation Protection)

14.3 = Computing Center

14.4 = (Alumni Affairs, Chancellor's Office, Research Administration, Sea Grants, University Development, University Relations, Water Resources Institute)

Examples: G-14.2 = "Technical" data for "Provost Office"
E-8 = "Professionals" data for "Textiles"

AFFIRMATIVE ACTION PLAN
WORKSHEET

ESTIMATED NUMBER OF NEWLY CREATED POSITIONS

SPA POSITIONS						
	1989-90	1990-91	1991-92	1992-93	1993-94	1989-94
TOTAL						
Agriculture & Life Sciences						
Design						
Education & Psychology						
Engineering						
Forest Resources						
Humanities & Social Sciences						
Physical & Mathematical Sciences						
Textiles						
Veterinary Medicine						
Athletics						
D. H. Hill Library						
Finance & Business						
University Extension						
Student Affairs						
SPECIAL UNITS						
Admissions						
Academic Skills						
Alumni Affairs						
Campus Planning & Construction						
Chancellor's Office						
Cooperative Education						
Graduate School						
Information Services						
Provost's Office						
University Development						
University Relations						
Radiation Protection						
Research Administration						
Water Resources Institute						

AFFIRMATIVE ACTION PLAN

WORKSHEET

ESTIMATED NUMBER OF NEWLY CREATED POSITIONS

SPA POSITIONS

	1989-90	1990-91	1991-92	1992-93	1993-94	1989-94
TOTAL						
Agriculture & Life Sciences						
Design						
Education & Psychology						
Engineering						
Forest Resources						
Humanities & Social Sciences						
Physical & Mathematical Sciences						
Textiles						
Veterinary Medicine						
Athletics						
D. H. Hill Library						
Finance & Business						
University Extension						
Student Affairs						
SPECIAL UNITS						
Admissions						
Academic Skills						
Alumni Affairs						
Campus Planning & Construction						
Chancellor's Office						
Cooperative Education						
Graduate School						
Information Services						
Provost's Office						
University Development						
University Relations						
Radiation Protection						
Research Administration						
Water Resources Institute						

CALS



North Carolina State University

Office of the Dean
Box 7601
Raleigh, NC 27695-7601
919-737-2668

College of Agriculture and Life Sciences
Academic Affairs, Extension & Research

May 17, 1989

Dr. Lawrence M. Clark
Associate Provost & Affirmative
Action Officer
Box 7101
NCSU Campus



Dear Dr. Clark:

I am enclosing affirmative action goals for SPA personnel in the College of Agriculture and Life Sciences for the period from 1989-1993.

We in agriculture have had difficulty in attracting blacks to the agricultural field. The enclosed goals represent our best realistic estimates of the gains that can be expected with a concerted effort to hire blacks in all five SPA categories. The estimated goals would move us approximately 50% of the way between our current level of employment and the numbers of blacks available in the various labor pools. We feel that we will exceed availability levels for the Asian, Hispanic and American Indian categories.

If you need additional information, please let me know.

Sincerely,

Robert E. Cook,
Assistant Dean

REC:sh

Enclosure

cc: Dean Durward F. Bateman
Dr. C. D. Black
Dr. R. J. Kuhr
Dr. J. L. Oblinger

WORKSHEET ON GOAL-SETTING
COMPOSITION AND NEW HIRES OF NCSU

CATEGORY PROFESSIONAL

BY RACE/ETHNIC GROUP AND SEX

	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	\$	#	\$	#	\$	#	\$	#	\$	MALE		FEMALE	
												#	\$	#	\$
A) 1987-88 Profile Data as of 10/88	58	1	1.70	55	95	1	1.70	1	1.70	0		43	74.0	15	26.0
B) Availability Profile	58	7	.13	49	85	.5	.80	.7	1.20	.2	.04	29	51.3	28	48.7
C) Over or Underrepresentation		-6		+6		+1.5		+1.3		-.2		+14		-13	
D) Hiring Goals 1988-1989-1992-1993 Expiration 10/1/93	20	3	15		75	1	5.00	0		1	5.00				
E) Goal Profile 1988-1989-1992-1993 (October 1, 1993)	58	4	7	51	88	1	1.70	1	1.70	1	1.70				

AVAILABILITY DATA:

Blacks: 13 Other* 2.05 (X) Asian/Pacific Is. 0.81 (Y) Hispanic 1.20 (Z) American Indian 0.04 Females 48.7

*Other = X + Y + Z

WORKSHEET ON GOAL-SETTING
COMPOSITION AND NEW HIRES OF NCSU

CATEGORY SECRETARIAL

BY RACE/ETHNIC GROUP AND SEX

	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	\$	#	\$	#	\$	#	\$	#	\$	MALE		FEMALE	
												#	\$	#	\$
A) 1987-88 Profile Data as of 10/88	309	30	9.70	275	89	3	0.97	1	0.32	0		7	2.26	302	97.7
B) Availability Profile	309	58	18.90	247	80	1	0.32	2	0.64	1	0	68	22.30	240	77.7
C) Over or Underrepresentation		-28		+28		+2		-1		+1		-61		+62	
D) Hiring Goals 1988-1989-1992-1993 Expiration 10/1/93	231	35	15.1	188	81	4	1.70	3	1.30	1	0.43	23	10	208	90
E) Goal Profile 1988-1989-1992-1993 (October 1, 1993)	309	43	14.0	257	83	5	1.60	3	0.97	1	0.32	15	5	294	95

AVAILABILITY DATA:

Blacks: 18.9 Other* 0.99 (X) Asian/Pacific Is. 0.49 (Y) Hispanic 0.34 (Z) American Indian 0.16 Females 77.7

*Other = X + Y + Z

WORKSHEET ON GOAL-SETTING
COMPOSITION AND NEW HIRES OF NCSU

CATEGORY SKILLED CRAFTS

BY RACE/ETHNIC GROUP AND SEX

	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	\$	#	\$	#	\$	#	\$	#	\$	MALE		FEMALE	
												#	\$	#	\$
A) 1987-88 Profile Data as of 10/88	23	2	9	21	91	0		0		0		23	100		
B) Availability Profile	23	4	18.5	18	80.2	.1	.56	.06	.32	.05	.25				
C) Over or Underrepresentation		-2		+3											
D) Hiring Goals 1988-1989-1992-1993 Expiration 10/1/93	10	2	20	8	80										
E) Goal Profile 1988-1989-1992-1993 (October 1, 1993)	23	3	13	20	87										

AVAILABILITY DATA:

Blacks: 18.5 Other* 1.13 (X) Asian/Pacific Is. 0.56 (Y) Hispanic 0.32 (Z) American Indian 0.25 Females 8.6

*Other = X + Y + Z

WORKSHEET ON GOAL-SETTING
COMPOSITION AND NEW HIRES OF NCSU

CATEGORY SERVICE/MAINT.

BY RACE/ETHNIC GROUP AND SEX

	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	\$	#	\$	#	\$	#	\$	#	\$	MALE		FEMALE	
												#	\$	#	\$
A) 1987-88 Profile Data as of 10/88	108	28	26	80	74	0	0	0	0	0	0	97	90	11	10
B) Availability Profile	108	45	42	58	54	1	.77	.5	.5	.2	.2	57	53	51	47
C) Over or Underrepresentation		-17		+22		-1		-.5		-.2					
D) Hiring Goals 1988-1989-1992-1993 Expiration 10/1/93	108	35	32	70	65	1	.8	1	.8	1	.8	75		32	
E) Goal Profile 1988-1989-1992-1993 (October 1, 1993)	108	35	32	70	65	1	.8	1	.8	1	.8	75	70	32	30

AVAILABILITY DATA:

Blacks: 41.7

Other* 1.46 (X) Asian/Pacific Is. 0.77

(Y) Hispanic 0.46

(Z) American Indian 0.23

Females 47

*Other = X + Y + Z

WORKSHEET ON GOAL-SETTING
COMPOSITION AND NEW HIRES OF NCSU

CATEGORY TECHNICAL

BY RACE/ETHNIC GROUP AND SEX

	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	\$	#	\$	#	\$	#	\$	#	\$	MALE		FEMALE	
												#	\$	#	\$
A) 1987-88 Profile Data as of 10/88	409	17	4.20	375	91.70	11	2.70	4	1.00	3	0.73	231	56.50	178	43.50
									.98	2	.47				
B) Availability Profile	409	66	16.20	327	80	9	2.20	6	1.40	1	0.21	227	55.70	180	44.20
C) Over or Underrepresentation		-49		+48		+2		-2		+2		+4		-2	
D) Hiring Goals 1988-1989-1992-1993 Expiration 10/1/93	225	(21) 36	(15) 16.00	(103) 169	(77) 75	(0) 5	(4) 2.20	(0) 2	(0) .47	(0) 2	(0) .47	127	55.70	100	44.20
E) Goal Profile 1988-1989-1992-1993 (October 1, 1993)	409	42	10.20	347	85	11	2.70	6	1.40	3	.70				
					84.9				1.5						

AVAILABILITY DATA:

Blacks: 16.23 Other* 3.85 (X) Asian/Pacific Is. 2.21 (Y) Hispanic 1.43 (Z) American Indian 0.21 Females 44.25

*Other = X + Y + Z

Design



North Carolina State University

SCHOOL OF DESIGN

Architecture · Landscape Architecture · Product Design

Box 7701, Raleigh, North Carolina 27695-7701

MEMORANDUM

TO: Dr. Lawrence M. Clark
Associate Provost

FROM: Charles Joyner, Affirmative Action Officer
School of Design

RE: NCSU Affirmative Action Plan

DATE: 12 May 1989

Attached you will find worksheets I'm submitting regarding the goal-setting affirmative action report. In addition to this report the School of Design has established a 1988-89 Affirmative Action Committee whose charge and responsibilities will be to support NCSU's affirmative action policies, ensure compliance in the School of Design, and to accomplish established goals contained in this report. Although specific monitoring procedures pertaining to this report are not in place yet, it is the intent of this committee to have those procedures in place by 1 July 1989. Please contact my office for additional information if you desire.

CJ/sls

attachments

School of Design
 CATEGORY Secretarial/clerical

WORKSHEET ON GOAL-SETTING
 COMPOSITION AND NEW HIRES OF NCSU

BY RACE/ETHNIC GROUP AND SEX

	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	\$	#	\$	#	\$	#	\$	#	\$	MALE		FEMALE	
												#	\$	#	\$
A) 1987-88 Profile Data as of 10/88	10	2	20	8	80	0	0	0	0	0	0	0	0	10	100
B) Availability Profile	10	1.89	18.9	8	80	.34		.49		.16		2.23	22.3	7.77	77.7
C) Over or Underrepresentation		+.11		0		-.034		-.049		-.016		-2.23		+2.23	
D) Hiring Goals 1988-1989-1992-1993 Expiration 10/1/93	7.5	3	40	6	80	0	1	13	0	3	40	7	93		
E) Goal Profile 1988-1989-1992-1993 (October 1, 1993)	10	2	20	6	60	0	1	10	0	3	30	7	70		

AVAILABILITY DATA:

Blacks: _____ Other* _____ (X) Asian/Pacific Is. _____ (Y) Hispanic _____ (Z) American Indian _____ Females _____

*Other = X + Y + Z

WORKSHEET ON GOAL-SETTING
COMPOSITION AND NEW HIRES OF NCSU

School of Design
CATEGORY Skilled Crafts

BY RACE/ETHNIC GROUP AND SEX

	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	%	#	%	#	%	#	%	#	%	MALE		FEMALE	
												#	%	#	%
A) 1987-88 Profile Data as of 10/88	1	0	0	1	100	0	0	0	0	0	0	1	100	0	0
B) Availability Profile	.1	.19	18.5	.80	80.2	.01	.56	.00	.32	.00	.25	.91	91.4	.09	8.6
C) Over or Underrepresentation		-.81		+.20		0		0		0		+.09		-.91	
D) Hiring Goals 1988-1989-1992-1993 Expiration 10/1/93	.75	.94	125	.94	125	0	0	0	0	0	0	1	100	1	100
E) Goal Profile 1988-1989-1992-1993 (October 1, 1993)	1	1	100	1	100	0	0	0	0	0	0	1	100	1	100

AVAILABILITY DATA:

Blacks: _____ Other* _____ (X) Asian/Pacific Is. _____ (Y) Hispanic _____ (Z) American Indian _____ Females _____

*Other = X + Y + Z

WORKSHEET ON GOAL-SETTING
COMPOSITION AND NEW HIRES OF NCSU

School of Design
Technical

BY RACE/ETHNIC GROUP AND SEX

	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	\$	#	\$	#	\$	#	\$	#	\$	MALE		FEMALE	
												#	\$	#	\$
A) 1987-88 Profile Data as of 10/88	3	1	33.3	2	66.6	0	0	0	0	0	0	3	100	0	0
B) Availability Profile	.3	.49	16.2	2.4	80	.07	2.2	.04	1.4	.01	.21	1.59	53	1.41	47
C) Over or Underrepresentation		+.51		-.4		0		0		0		+1.41		-1.41	
D) Hiring Goals 1988-1989-1992-1993 Expiration 10/1/93	2.25	1.13	50	1.58	70	0		0		0		.90	40	1.35	60
E) Goal Profile 1988-1989-1992-1993 (October 1, 1993)	3	1	33.3	2	66	0		0		0		2	66	1	33

AVAILABILITY DATA:

Blacks: _____ Other* _____ (X) Asian/Pacific Is. _____ (Y) Hispanic _____ (Z) American Indian _____ Females _____

*Other = X + Y + Z

COMPOSITION AND NEW HIRES OF NCSU

BY RACE/ETHNIC GROUP AND SEX

EEO-6 CATEGORY :	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	\$	#	\$	#	\$	#	\$	#	\$	MALE		FEMALE	
												#	\$	#	\$
A) 1987-88 Profile Data as of 10/88	14	3	21	11	79	0	0	0	0	0	0	3	21	11	79
B) Hiring Goals 1988-1989-1992-1993 Expiration: 10/1/93	10.5	5	48	8.5	81	0	0	1	10	0	0	5	48	9.4	89
C) Goal Profile 1988-1989-1992-1993 (October 1, 1993)	14	4	29	9	64	0		1	7	0	0	5	36	9	64
D) New Hires 1988-89															
E) Profile 1988-89 (October 1, 1989)															
F) New Hires 1989-90															
G) Profile 1989-90 (October 1, 1990)															
H) New Hires 1990-91															
I) Profile 1990-91 (October 1, 1991)															
J) New Hires 1991-92															
K) Profile 1991-92 (October 1, 1992)															
L) New Hires 1992-93															
M) Profile 1992-93 (October 1, 1993)															
N) New Hires 1987-1988-1993															
SUM: D+F+H+J+L=N															

AVAILABILITY DATA:

Blacks: _____ Other* _____ (X) Asian/Pacific Is. _____ (Y) Hispanic _____ (Z) American Indian _____

Females _____

*Other = X + Y + Z

School Design

COMPOSITION AND NEW HIRES OF NCSU

BY RACE, ETHNIC GROUP AND SEX

EEO-6 CATEGORY :	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	%	#	%	#	%	#	%	#	%	MALE		FEMALE	
												#	%	#	%
A) 1987-88 Profile Data as of 10/88	14	3	21	11	79	0	0	0	0	0	0	3	21	11	79
B) Hiring Goals 1988-1989-1992-1993 Expiration: 10/1/93	10.5	5	48	8.5	81	0	0	1	10	0	0	5	48	9.4	89
C) Goal Profile 1988-1989-1992-1993 (October 1, 1993)	14	4	29	9	64	0		1	7	0	0	5	36	9	64
D) New Hires 1988-89															
E) Profile 1988-89 (October 1, 1989)															
F) New Hires 1989-90															
G) Profile 1989-90 (October 1, 1990)															
H) New Hires 1990-91															
I) Profile 1990-91 (October 1, 1991)															
J) New Hires 1991-92															
K) Profile 1991-92 (October 1, 1992)															
L) New Hires 1992-93															
M) Profile 1992-93 (October 1, 1993)															
N) New Hires 1987-1988-1993															
SUM: D+F+H+J+L+N															

AVAILABILITY DATA:

Bl: _____ Other* _____ (X) Asian/Pacific Is. _____ (Y) Hispanic _____ (Z) American Indian _____ Females _____

*Other = X + Y + Z

Educ. & Psych.



North Carolina State University

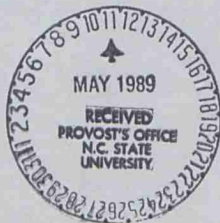
College of Education and Psychology

Office of the Dean
Poe Hall
Box 7801
Raleigh, NC 27695-7801
(919) 737-2231

MEMORANDUM

TO: Dr. Lawrence M. Clark
FROM: Paul W. Thayer *PWT*
RE: Affirmative Action Plan
DATE: May 11, 1989

The requested information for the College of Education and Psychology is enclosed. Please let me know if you need further information.





North Carolina State University

College of Education and Psychology

Office of the Dean
208 Poe Hall
Box 7801
Raleigh, NC 27695-7801
(919) 737-2231

May 11, 1989

MEMORANDUM

TO: Dr. Lawrence M. Clark
Associate Provost

FROM: Paul W. Thayer *PW Thayer*

SUBJECT: Monitoring Procedures / Affirmative Action Plan

Using the form provided by the Affirmative Action office, we create a profile each year. In addition, the profile is checked as hiring decisions are made throughout the year to insure that we are on track.

Neenah Bond
25% COTTON FIBER

CATEGORY Secretarial/Clerical

BY RACE/ETHNIC GROUP AND SEX

	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	%	#	%	#	%	#	%	#	%	MALE		FEMALE	
												#	%	#	%
A) 1987-88 Profile Data as of 10/88	26	6	23.1	19	73	0	0	0	0	1	3.8	3	12	23	88
B) Availability Profile	26	5	18.9	21	80	.13	.49	.09	.34	0	.16	6	22.3	20	77.7
C) Over or Underrepresentation		+1		-2						+1		-3		+3	
D) Hiring Goals 1988-1989-1992-1993 Expiration 10/1/93	20	6	23	14	77	0	0	0	0	0	0	2	10	18	90
E) Goal Profile 1988-1989-1992-1993 (October 1, 1993)	26	6	23	20	77	0	0	0	0	0	0	4	15.4	22	84.6

AVAILABILITY DATA:

Blacks: 18.9 Other* .99 (X) Asian/Pacific Is. .49 (Y) Hispanic .34 (Z) American Indian .16 Females 77.7

*Other = X + Y + Z

WORKSHEET ON GOAL-SETTING
COMPOSITION AND NEW HIRES OF NCSU

COLLEGE OF EDUCATION & PSYCHOLOGY

CATEGORY Technical

BY RACE/ETHNIC GROUP AND SEX

	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	\$	#	\$	#	\$	#	\$	#	\$	MALE		FEMALE	
												#	\$	#	\$
A) 1987-88 Profile Data as of 10/88	2	0	0	2	100	0	0	0	0	0	0	1	50	1	50
B) Availability Profile	2	0	16.23	2	79.9	0	.21	0	1.43	0	2.21	1	55.75	1	44.25
C) Over or Underrepresentation		0		0		0		0		0		0		0	
D) Hiring Goals 1988-1989-1992-1993 Expiration 10/1/93	1	0	0	1	100	0	0	0	0	0	0	1	100	0	0
E) Goal Profile 1988-1989-1992-1993 (October 1, 1993)	2	0	0	2	100	0	0	0	0	0	0	1	50	1	50

AVAILABILITY DATA:

Blacks: 16.23 Other* 3.85 (X) Asia/Pacific Is. 2.21 (Y) Hispanic 1.43 (Z) American Indian .21 Females 44.25

*Other = X + Y + Z

COE



North Carolina State University

Undergraduate Programs
College of Engineering

May 4, 1989

Office of the Dean
Box 7904
Raleigh, NC 27695-7904



MEMORANDUM

TO: Dr. Lawrence M. Clark
University Affirmative Action Officer

FROM: George F. Bland

Attached are my best estimates of the College of Engineering's SPA hiring goals for the period 1988-1993. Dean Monteith has reviewed these goals and accepts them.

GFB:efw

Attachments

cc: Dr. Larry K. Monteith

Neerah Bond
25% COTTON FIBER

WORKSHEET ON GOAL-SETTING
COMPOSITION AND NEW HIRES OF NCSU

CATEGORY Professional

BY RACE/ETHNIC GROUP AND SEX

	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	%	#	%	#	%	#	%	#	%	MALE		FEMALE	
												#	%	#	%
A) 1987-88 Profile Data as of 10/88	10	0	0	9	90	1	10	0	0	0	0	8	80	2	20
B) Availability Profile	10	1	13	8	85	1	0.81	0	1.2	0	.04	5	51.3	5	48.7
C) Over or Underrepresentation		-1		+1		0		0		0		+3		-3	
D) Hiring Goals 1988-1989-1992-1993 Expiration 10/1/93	5	2	40	2	40	0	0	0	0	0	0	1	20	4	80
E) Goal Profile 1988-1989-1992-1993 (October 1, 1993)	10	2	20	7	70	1	10	0	0	0	0	5	50	5	50

AVAILABILITY DATA:

Blacks: 13Other* 2.05 (X) Asian/Pacific Is. 0.81 (Y) Hispanic 1.2 (Z) American Indian 0.04Females 48.7

*Other = X + Y + Z

WORKSHEET ON GOAL-SETTING
COMPOSITION AND NEW HIRES OF NCSU

CATEGORY Secretarial/Clerical

BY RACE/ETHNIC GROUP AND SEX

	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	%	#	%	#	%	#	%	#	%	MALE		FEMALE	
												#	%	#	%
A) 1987-88 Profile Data as of 10/88	79	13	16.5	65	82.3	1	1.3	0	0	0	0	2	2.5	77	97.5
B) Availability Profile	79	15	18.9	63	80.1	0	0.49	0	0.34	0	0.16	18	22.3	61	77.7
C) Over or Underrepresentation		-2		+2		+1		0		0		-16		+16	
D) Hiring Goals 1988-1989-1992-1993 Expiration 10/1/93	59	13	22.0	45	76.3	1	1.7	0	0	0	0	10	16.9	49	83.1
E) Goal Profile 1988-1989-1992-1993 (October 1, 1993)	79	16	20.3	62	78.5	1	1.3	0	0	0	0	10	12.7	69	87.3

AVAILABILITY DATA:

Blacks: 18.9 Other* 1.0 (X) Asian/Pacific Is. 0.49 (Y) Hispanic 0.34 (Z) American Indian 0.16 Females 77.7

*Other = X + Y + Z

WORKSHEET ON GOAL-SETTING
 COMPOSITION AND NEW HIRES OF NCSU
CATEGORY Technical

BY RACE/ETHNIC GROUP AND SEX

	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	\$	#	\$	#	\$	#	\$	#	\$	MALE		FEMALE	
												#	\$	#	\$
A) 1987-88 Profile Data as of 10/88	45	3	6.7	39	86.7	1	2.2	0	0	2	4.4	25	55.6	20	44.4
B) Availability Profile	45	7	16.23	36	79.92	1	2.21	1	1.43	0	0.21	25	55.75	20	44.25
C) Over or Underrepresentation		-4		+3		0		-1		+2		0		0	
D) Hiring Goals 1988-1989-1992-1993 Expiration 10/1/93	25	6	22	17	68	1	2.2	1	2.2	0	0	14	55	11	45
E) Goal Profile 1988-1989-1992-1993 (October 1, 1993)	45	7	15.6	35	77.8	1	2.2	1	2.2	1	0	25	55	20	45

AVAILABILITY DATA:

Blacks: 16.23Other* 3.85(X) Asian/Pacific Is. 2.21(Y) Hispanic 1.43(Z) American Indian 0.21Females 44.25

*Other = X + Y + Z

WORKSHEET ON GOAL-SETTING
COMPOSITION AND NEW HIRES OF NCSU

CATEGORY Skilled Crafts

BY RACE/ETHNIC GROUP AND SEX

	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	\$	#	\$	#	\$	#	\$	#	\$	MALE		FEMALE	
												#	\$	#	\$
A) 1987-88 Profile Data as of 10/88	13	1	7.7	12	92.3	0	0	0	0	0	0	13	100	0	0
B) Availability Profile	13	2	18.5	10	80.2	1	0.56	0	0.32	0	0.25	12	91.4	1	8.6
C) Over or Underrepresentation		-1		+2		-1		0		0		+1		-1	
D) Hiring Goals 1988-1989-1992-1993 Expiration 10/1/93	6	2	33	4	67	0	0	0	0	0	0	5	83.3	1	16.7
E) Goal Profile 1988-1989-1992-1993 (October 1, 1993)	13	2	15.4	10	76.9	1	7.6	0	0	0	0	12	92.3	1	7.7

AVAILABILITY DATA:

Blacks: 18.5Other* 1.13(X) Asian/Pacific Is. 0.56(Y) Hispanic 0.32(Z) American Indian 0.25Females 8.6

*Other = X + Y + Z

WORKSHEET ON GOAL-SETTING
COMPOSITION AND NEW HIRES OF NCSUCATEGORY Service/Maintenance

BY RACE/ETHNIC GROUP AND SEX

	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	\$	#	\$	#	\$	#	\$	#	\$	MALE		FEMALE	
												#	\$	#	\$
A) 1987-88 Profile Data as of 10/88	1	1	100	0	0	0	0	0	0	0	0	1	100	0	0
B) Availability Profile	1	0	41.7	1	54.0	0	0.77	0	0.43	0	0.23	1	53	0	47
C) Over or Underrepresentation		+1		-1		0		0		0		0		0	
D) Hiring Goals 1988-1989-1992-1993 Expiration 10/1/93	2	1	50	1	50	0	0	0	0	0	0	1	50	1	50
E) Goal Profile 1988-1989-1992-1993 (October 1, 1993)	1	1	100	0	0	0	0	0	0	0	0	1	100	0	0

AVAILABILITY DATA:

Blacks: 41.7Other* 1.43(X) Asian/Pacific Is. 0.77(Y) Hispanic 0.43(Z) American Indian 0.23Females 47

*Other = X + Y + Z

COLLEGE OF ENGINEERING

SPA

RACE/ETHNIC IDENTIFICATION AND SEX

OCCUPATIONAL ACTIVITY (Professional)	BLACK		AMERICAN INDIAN OR ALASKAN		ASIAN OR PACIFIC ISLANDER		HISPANIC		WHITE		TOTAL		
	M	F	M	F	M	F	M	F	M	F	MALE	FEMALE	MALE & FEMALE
	Dean's Office/Staff									2	2	2	2
Engineering Research Inst													
Chemical Engineering													
Civil Engineering													
Electrical Engineering									2		2		2
Engineering Research													
Industrial Engineering													
Industrial Extension Ser.													
Materials Engineering													
Mechanical & Aerospace													
Minerals Research Lab									1		1		1
Nuclear Engineering									1		1		1
Nuclear Reactor Program													
Publications/Film Library													
Videobased Eng. Education									1		1		1
Computer Science Eng.													
Leazar Hall Computer Fac.													
Microelectronics Research													
Biotechnology Research													
Major Research Univ. Funds													
--Engineering												1	1
--Electrical Engineer.						1							
TOTALS						1			7	2	8	2	10

SPA

RACE/ETHNIC IDENTIFICATION AND SEX

OCCUPATIONAL ACTIVITY (Secretarial)	BLACK		AMERICAN INDIAN OR ALASKAN		ASIAN OR PACIFIC ISLANDER		HISPANIC		WHITE		TOTAL			
	M	F	M	F	M	F	M	F	M	F	MALE	FEMALE	MALE & FEMALE	
	Dean's Office/Staff	1	3								13	1	16	17
Engineering Research Inst										3		3	3	
Chemical Engineering										6		7	7	
Civil Engineering		1								7		9	9	
Electrical Engineering		2								1		1	1	
Engineering Research										3		4	4	
Industrial Engineering		1								6		7	7	
Industrial Extension Ser.		1								2		3	3	
Materials Engineering		1								7		10	10	
Mechanical & Aerospace		3								2		2	2	
Minerals Research Lab									1	3	1	3	4	
Nuclear Engineering										1		1	1	
Nuclear Reactor Program										1		1	1	
Publications/Film Library														
Videobased Eng. Education										6		6	6	
Computer Science Eng.														
Leazer Hall Computer Fac.										1		1	1	
Microelectronics Research						1				1		2	2	
Biotechnology Research														
Major Research Univ. Funds										1		1	1	
--Engineering														
--Electrical Engineer.														
TOTALS	1	12				1				1	64	2	77	79

RACE/ETHNIC IDENTIFICATION AND SEX

OCCUPATIONAL ACTIVITY (Technical)	BLACK		AMERICAN INDIAN OR ALASKAN		ASIAN OR PACIFIC ISLANDER		HISPANIC		WHITE		TOTAL			
	M	F	M	F	M	F	M	F	M	F	MALE	FEMALE	MALE & FEMALE	
	Dean's Office/Staff									2	9	2	9	11
Engineering Research Inst										1		1	1	
Chemical Engineering					1					1	1	1	2	
Civil Engineering									1	1	1	1	2	
Electrical Engineering	1								2	2	3	2	5	
Engineering Research									1		1		1	
Industrial Engineering	1								2		3		3	
Industrial Extension Ser.		1								1		2	2	
Materials Engineering														
Mechanical & Aerospace									2	1	2	1	3	
Minerals Research Lab	1			1					3		4	1	5	
Nuclear Engineering									2	1	2	1	3	
Nuclear Reactor Program									2		2		2	
Publications/Film Library														
Videobased Eng. Education									2		2		2	
Computer Science Eng.									1		1		1	
Leazar Hall Computer Fac.										1		1	1	
Microelectronics Research									1		1		1	
Biotechnology Research														
Major Research Univ. Funds														
--Engineering														
--Electrical Engineer.														
TOTALS	3	1		1	1					21	18	25	20	45

SPA

RACE/ETHNIC IDENTIFICATION AND SEX

OCCUPATIONAL ACTIVITY (Skilled Crafts)	BLACK		AMERICAN INDIAN OR ALASKAN		ASIAN OR PACIFIC ISLANDER		HISPANIC		WHITE		TOTAL		
	M	F	M	F	M	F	M	F	M	F	MALE	FEMALE	MALE & FEMALE
	Dean's Office/Staff												
Engineering Research Inst.													
Chemical Engineering									1		1		1
Civil Engineering									1		1		1
Electrical Engineering									6		6		6
Engineering Research													
Industrial Engineering													
Industrial Extension Ser.													
Materials Engineering									1		1		1
Mechanical & Aerospace	1								2		3		3
Minerals Research Lab													
Nuclear Engineering													
Nuclear Reactor Program									1		1		1
Publications/Film Library													
Videobased Eng. Education													
Computer Science Eng.													
Leazar Hall Computer Fac.													
Microelectronics Research													
Biotechnology Research													
Major Research Univ. Funds													
--Engineering													
--Electrical Engineer.													
TOTALS	1								12		13		13

COLLEGE OF FOREST RESOURCES

AFFIRMATIVE ACTION MONITORING PROCEDURES

Dr. L. C. Saylor and Ms. Nancy Roberts in the Dean's Office have the responsibility for administering all personnel changes in the College. As new hires are made, the department heads and unit leaders are reminded through personal contact of College goals and current profiles. Past actions of the hiring unit are also reviewed as appropriate.



CATEGORY Professional

BY RACE/ETHNIC GROUP AND SEX

	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	%	#	%	#	%	#	%	#	%	MALE		FEMALE	
												#	%	#	%
A) 1987-88 Profile Data as of 10/88	3	0		3	100	0		0		0		1	33.3	2	66.7
B) Availability Profile	3	0	13.0	3	84.8	0	.81	0	1.2	0	.04	2	51.3	1	48.7
C) Over or Underrepresentation		0		0		0		0		0		-1		+1	
D) Hiring Goals 1988-1989-1992-1993 Expiration 10/1/93	2	0		2	100	0		0		0		0	0	2	100.0
E) Goal Profile 1988-1989-1992-1993 (October 1, 1993)	3	0		3	100	0		0		0		1	33.3	2	66.7

AVAILABILITY DATA:

Blacks: 13.0Other* 2.1(X) Asian/Pacific Is. 0.81(Y) Hispanic 1.20(Z) American Indian 0.04Females 48.7

*Other = X + Y + Z

CATEGORY Clerical/Secretarial

BY RACE/ETHNIC GROUP AND SEX

	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	%	#	%	#	%	#	%	#	%	MALE		FEMALE	
												#	%	#	%
A) 1987-88 Profile Data as of 10/88	29	7	24.1	20	69.0	0		1	3.4	1	3.4	2	6.9	27	93.1
B) Availability Profile	29	5	18.9	23	80.1	0	0.49	1	0.34	0	0.16	6	22.3	23	77.7
C) Over or Underrepresentation		+2		-3		0		0		+1		-4		+4	
D) Hiring Goals 1988-1989-1992-1993 Expiration 10/1/93	22	5	22.7	15	68.1	1	4.5	1	4.5	0		2	6.9	20	93.1
E) Goal Profile 1988-1989-1992-1993 (October 1, 1993)	29	7	24.1	19	65.5	1	3.4	1	3.4	0		2	6.9	27	93.1

AVAILABILITY DATA:

Blacks: 18.9%Other* 0.99 (X) Asia/Pacific Is. 0.49(Y) Hispanic 0.34(Z) American Indian 0.16Females 77.7

*Other = X + Y + Z

CATEGORY TECHNICAL

BY RACE/ETHNIC GROUP AND SEX

	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	%	#	%	#	%	#	%	#	%	MALE		FEMALE	
												#	%	#	%
A) 1987-88 Profile Data as of 10/88	30	2	6.7	27	90.0	1	3.3	0		0		14	46.7	16	53.3
B) Availability Profile	30	5	16.2	24	79.9	1	2.2	0	1.4	0	0.2	17	55.8	13	44.2
C) Over or Underrepresentation		-3		+3		0		0		0		-3		+3	
D) Hiring Goals 1988-1989-1992-1993 Expiration 10/1/93	17	3	17.6	13	76.5	1	5.9	0		0		9	52.9	8	47.1
E) Goal Profile 1988-1989-1992-1993 (October 1, 1993)	30	4	13.3	25	83.4	1	3.3	0		0		15	50.0	15	50.0

AVAILABILITY DATA:

Blacks: 16.23Other* 3.87(X) Asian/Pacific Is. 2.21(Y) Hispanic 1.43(Z) American Indian 0.23Females 44.25

*Other = X + Y + Z

COLLEGE OF FOREST RESOURCES
PROFESSIONAL

COMPOSITION AND NEW HIRES OF NCSU
BY RACE/ETHNIC GROUP AND SEX

EEO-6 CATEGORY :	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	%	#	%	#	%	#	%	#	%	MALE		FEMALE	
												#	%	#	%
A) 1987-88 Profile Data as of 10/88	3	0		3	100	0		0		0		1	33.3	2	66.7
B) Hiring Goals 1988-1989-1992-1993 Expiration: 10/1/93	3	0	13.0	3	84.8	0	.81	0	1.2	0	.04	2	51.3	1	48.7
C) Goal Profile 1988-1989-1992-1993 (October 1, 1993)		0		0		0		0		0		-1		+1	
D) New Hires 1988-89	2	0		2	100	0		0		0		0	0	2	100.0
E) Profile 1988-89 (October 1, 1989)	3	0		3	100	0		0		0		1	33.3	2	66.7
F) New Hires 1989-90															
G) Profile 1989-90 (October 1, 1990)															
H) New Hires 1990-91															
I) Profile 1990-91 (October 1, 1991)															
J) New Hires 1991-92															
K) Profile 1991-92 (October 1, 1992)															
L) New Hires 1992-93															
M) Profile 1992-93 (October 1, 1993)															
N) New Hires 1987-1988-1993															
SUM: D+F+H+J+L=N															

AVAILABILITY DATA:

Blacks: 13.0 Other* 2.1 (X) Asian/Pacific Is. 0.31 (Y) Hispanic 1.20 (Z) American Indian 0.04 Females 48.7

*Other = X + Y + Z

COLLEGE OF FOREST RESOURCES
Clerical/Secretarial

BY RACE/ETHNIC GROUP AND SEX

EEC-6 CATEGORY :	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
												MALE		FEMALE	
		#	\$	#	\$	#	\$	#	\$	#	\$	#	\$	#	\$
A) 1987-88 Profile Data as of 10/88	29	7	24.1	20	69.0	0		1	3.4	1	3.4	2	6.9	27	93.1
B) Hiring Goals 1988-1989-1992-1993 Expiration: 10/1/93	29	5	18.9	23	80.1	0	0.49	1	0.34	0	0.16	6	22.3	23	77.7
C) Goal Profile 1988-1989-1992-1993 (October 1, 1993)		+2		-3		0		0		+1		-4		+4	
D) New Hires 1988-89	22	5	22.7	15	68.1	1	4.5	1	4.5	0		2	6.9	20	93.1
E) Profile 1988-89 (October 1, 1989)	29	7	24.1	19	65.5	1	3.4	1	3.4	0		2	6.9	27	93.1
F) New Hires 1989-90															
G) Profile 1989-90 (October 1, 1990)															
H) New Hires 1990-91															
I) Profile 1990-91 (October 1, 1991)															
J) New Hires 1991-92															
K) Profile 1991-92 (October 1, 1992)															
L) New Hires 1992-93															
M) Profile 1992-93 (October 1, 1993)															
N) New Hires 1987-1988-1993															
SUM: D+F+H+J+L+N															

AVAILABILITY DATA:

Blacks: 18.9 Other* 0.99 (X) Asian/Pacific Is. 0.49 (Y) Hispanic 0.34 (Z) American Indian 0.16 Females 77.7

*Other = X + Y + Z

BY RACE/ETHNIC GROUP AND SEX

EEO-6 CATEGORY :	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	\$	#	\$	#	\$	#	\$	#	\$	MALE		FEMALE	
												#	\$	#	\$
A) 1987-88 Profile Data as of 10/88	30	2	6.7	27	90.0	1	3.3	0		0		14	46.7	16	53.3
B) Hiring Goals 1988-1989-1992-1993 Expiration: 10/1/93	30	5	16.2	24	79.9	1	2.2	0	1.4	0	0.2	17	55.8	13	44.2
C) Goal Profile 1988-1989-1992-1993 (October 1, 1993)		-3		+3		0		0		0		-3		+3	
D) New Hires 1988-89	17	3	17.6	13	76.5	1	5.9	0		0		9	52.9	8	47.1
E) Profile 1988-89 (October 1, 1989)	30	4	13.3	25	83.4	1	3.3	0		0		15	50.0	15	50.0
F) New Hires 1989-90															
G) Profile 1989-90 (October 1, 1990)															
H) New Hires 1990-91															
I) Profile 1990-91 (October 1, 1991)															
J) New Hires 1991-92															
K) Profile 1991-92 (October 1, 1992)															
L) New Hires 1992-93															
M) Profile 1992-93 (October 1, 1993)															
N) New Hires 1987-1988-1993															
SUM: D+F+H+J+L+N															

AVAILABILITY DATA:

Blacks: 16.23 Other* 3.87 (X) Asian/Pacific Is. 2.21 (Y) Hispanic 1.43 (Z) American Indian 0.23 Females 44.25

*Other = X + Y + Z

CHASS



North Carolina State University

Office of the Dean
College of Humanities and Social Sciences

Box 8101
Raleigh, NC 27695-8101
(919) 737-2467



MEMORANDUM

TO: Lawrence M. Clark, Associate Provost

FROM: W. B. Toole, Dean *W. B. Toole*

RE: SPA Affirmative Action Hiring Goals

DATE: May 5, 1989

The data on SPA positions in CHASS show that our College is at or above the availability level with regard to blacks in all three of our SPA categories, secretarial/clerical, technical, and service/maintenance. In particular, in the secretarial/clerical category, in which we have 69 employees, we have 29% black employees, while the availability figure is 18.9%.

Over the next five years, we will strive to maintain this excellent record with regard to the hiring of black SPA employees. We will also try to increase the number of males in the secretarial/clerical and technical categories, and increase the number of females in the service/maintenance category. We will try to hire at least one Asian/Pacific is. employee in the secretarial/clerical category.

^{Small} The number of employees in all three of our categories, and especially the technical and service/maintenance categories, will make it very difficult to hire employees in the Asian/Pacific Is., Hispanic, and American Indian categories.

We will monitor these hiring goals for the College within the Dean's Office.

CHASS

WORKSHEET ON GOAL-SETTING
COMPOSITION AND NEW HIRES OF NCSUCATEGORY Secretarial/Clerical

BY RACE/ETHNIC GROUP AND SEX

	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	\$	#	\$	#	\$	#	\$	#	\$	MALE		FEMALE	
												#	\$	#	\$
A) 1987-88 Profile Data as of 10/88	69	20	29	49	71	0		0		0		7	10	62	90
B) Availability Profile	69	13	18.9	55	80.1	.3	.49	.2	.34	.1	.16	15.4	22.3	53.6	77.7
C) Over or Underrepresentation		+7		-6		-.3		-.2		-.1		-8.1		+8.4	
D) Hiring Goals 1988-1989-1992-1993 Expiration 10/1/93	52	15	29	36	69	1	2	0		0		4	8	48	92
E) Goal Profile 1988-1989-1992-1993 (October 1, 1993)	69	20	29	48	70	1	1	0		0		9	13	60	87

AVAILABILITY DATA:

Blacks: 18.9Other* .99(X) Asian/Pacific Is. .49(Y) Hispanic .34(Z) American Indian .16Females 77.7

*Other = X + Y + Z

AFFIRMATIVE ACTION PLAN
SPA POSITIONS

College of Humanities and Social Sciences

SCHOOL/DEPARTMENT

Lynda Hambourger & Joyce Barbour

Completed by:

SECRETARIAL/ CLERICAL	Estimated Number of Positions Expected to Become Vacant					Subtotal 1992-93	Estimated Number of Newly Created Positions 1988-93	Total Positions to be Filled 1988-93
	1987-88	1988-89	1989-90	1990-91	1991-92			
Agriculture and Life Sciences								
Design								
Education & Psychology								
Engineering								
Forest Resources								
Humanities and Social Sciences		10	10	10	10	12	0	52
Physical & Mathematical Sciences								
Textiles								
Veterinary Medicine								
D.H. Hill Library								
Finance & Business								
University Extension								
Student Affairs								
SPECIAL UNITS								
Athletics								
Alumni Affairs								
Chancellor's Office								
PROVOST'S OFFICE								
Academic Skills								
Admissions								
Computing Center								
Cooperative Education								
Graduate School								
Radiation Protection								
Research Administration								
Sea Grant								
University Development								
University Relations								
Information Services								
Water Resources Institute								

NOTE: A+B+C+E = F
F+G = H

WORKSHEET ON GOAL-SETTING
COMPOSITION AND NEW HIRES OF NCSU

CATEGORY _____

BY RACE/ETHNIC GROUP AND SEX

	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	%	#	%	#	%	#	%	#	%	MALE		FEMALE	
												#	%	#	%
A) 1987-88 Profile Data as of 10/88	6	1	16.7	5	83.3	0		0		0		2	33	4	67
B) Availability Profile	6	1	16.23	5	79.9	0	2.21	0	1.43	0	.21	3.3	55.75	2.7	44.25
C) Over or Underrepresentation		0		0		0		0		0		-1.3		+1.3	
D) Hiring Goals 1988-1989-1992-1993 Expiration 10/1/93	3.3	2	60.6	1.3	39.4	0		0		0		2.3	70	1.0	30
E) Goal Profile 1988-1989-1992-1993 (October 1, 1993)	6	2	33.3	4	67	0		0		0		3	50	3	50

AVAILABILITY DATA:

Blacks: 16.23

Other* 3.85

(X) Asian/Pacific Is. 2.21

(Y) Hispanic 1.43

(Z) American Indian .21

Females 44.25

*Other = X + Y + Z

AFFIRMATIVE ACTION PLAN
SPA POSITIONS

SCHOOL/DEPARTMENT College of Humanities and Social Sciences

Completed by: Lynda Hambourger & Joyce Barbour

TECHNICAL PARAPROFESSIONAL	Estimated Number of Positions Expected to Become Vacant					Subtotal	Estimated Number of Newly Created Positions	Total Positions to be Filled
	1987-88	1988-89	1989-90	1990-91	1991-92			
Agriculture and Life Sciences								
Design								
Education & Psychology								
Engineering								
Forest Resources								
Humanities and Social Sciences		1	1	0	.3	1	0	3.3
Physical & Mathematical Sciences								
Textiles								
Veterinary Medicine								
D.H. Hill Library								
Science & Business								
University Extension								
Student Affairs								
SPECIAL UNITS								
Athletics								
Alumni Affairs								
Chancellor's Office								
PROVOST'S OFFICE								
Academic Skills								
Admissions								
Computing Center								
Cooperative Education								
Graduate School								
Radiation Protection								
Research Administration								
Sea Grant								
University Development								
University Relations								
Information Services								
Water Resources Institute								

NOTE: A+B+C+E = F
F+C = H

CHASS

WORKSHEET ON GOAL-SETTING
COMPOSITION AND NEW HIRES OF NCSUCATEGORY Service/Maintenance

BY RACE/ETHNIC GROUP AND SEX

	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	\$	#	\$	#	\$	#	\$	#	\$	MALE		FEMALE	
												#	\$	#	\$
A) 1987-88 Profile Data as of 10/88	3	2	67	1	33	0		0	0	0		3	100	0	
B) Availability Profile	.3	1.25	41.7	1.6	54	0	.77	0	.46	0	.23	1.6	53	1.4	47
C) Over or Underrepresentation		+.75		-.6		0		0		0		+1.4		-1.4	
D) Hiring Goals 1988-1989-1992-1993 Expiration 10/1/93	3.3	2.3	70	1	30	0		0		0		2.3	70	1	30
E) Goal Profile 1988-1989-1992-1993 (October 1, 1993)	3	2	67	1	33	0		0		0		2	67	1	33

AVAILABILITY DATA:

Blacks: 41.7 Other* 1.46 (X) Asian/Pacific Is. .77 (Y) Hispanic .46 (Z) American Indian .23 Females 47

*Other = X + Y + Z

AFFIRMATIVE ACTION PLAN
SPA POSITIONS

SCHOOL/DEPARTMENT College of Humanities and Social Sciences

Completed by: Lynda Hambourger & Joyce Barbour

SERVICE MAINTENANCE	Estimated Number of Positions Expected to Become Vacant					Subtotal	Estimated Number of Newly Created Positions	Total Positions to be Filled
	1987-88	1988-89	1989-90	1990-91	1991-92			
Agriculture and Life Sciences								
Design								
Education & Psychology								
Engineering								
Forest Resources								
Humanities and Social Sciences		1	1	1	.3	0	0	3.3
Physical & Mathematical Sciences								
Textiles								
Veterinary Medicine								
D.H. Hill Library								
Finance & Business								
University Extension								
Student Affairs								
SPECIAL UNITS								
Athletics								
Alumni Affairs								
Chancellor's Office								
PROVOST'S OFFICE								
Academic Skills								
Admissions								
Computing Center								
Cooperative Education								
Graduate School								
Radiation Protection								
Research Administration								
Sea Grant								
University Development								
University Relations								
Information Services								
Water Resources Institute								

NOTE: A+B+C+E = F
F+C = H

PAMS



North Carolina State University

Office of the Associate Dean
for Academic Affairs
College of Physical and Mathematical Sciences

Box 8201
Raleigh 27695-8201
(919) 737-7833

May 11, 1989



MEMORANDUM

TO: Lawrence Clark
Affirmative Action Officer

FROM: Robert Bereman *Robert B*

Re: SPA Goals for Affirmative Action

I have attached the work sheets for our College's SPA Affirmative Action Plan. Those sheets are:

- (a) Professional
- (b) Skilled Crafts
- (c) Technical
- (d) Secretarial/Clerical

I do not feel that either the availability pool data or the turn over numbers are appropriate for our Skilled Craft or Technical personnel. We can document that within this college and in these areas, the minority pool is smaller than 18.5% and 16.2% which are being used campus-wide. Never-the-less, I have used these numbers in setting our goals. Our philosophy in the area of affirmative action has always been that this College can work to exceed expectations.

RB/gh
Attachments
cc: Leslie Sims
Department Heads

WORKSHEET ON GOAL-SETTING
COMPOSITION AND NEW HIRES OF NCSU

CATEGORY Secretarial/Clerical

BY RACE/ETHNIC GROUP AND SEX

	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	%	#	%	#	%	#	%	#	%	MALE		FEMALE	
												#	%	#	%
A) 1987-88 Profile Data as of 10/88	55	9	16.4	46	83.6	0	0	0	0	0	0	1	2%	54	98%
B) Availability Profile	55	10	18.9	44	80.1	1	.49	0	.34	0	.16	12	22.3	43	77.7
C) Over or Underrepresentation		-1		+2		-1		0		0		-11		+11	
D) Hiring Goals 1988-1989-1992-1993 Expiration 10/1/93	41	11		29		2		0		0		6		35	
E) Goal Profile 1988-1989-1992-1993 (October 1, 1993)	55	11	20.0	43	78.2	1	1.8	0	0	0	0	5	9.1	50	90.9

AVAILABILITY DATA:

Blacks: 18.9

Other* .99

(X) Asian/Pacific Is. .49

(Y) Hispanic .34

(Z) American Indian .16

Females 77.7

*Other = X + Y + Z

WORKSHEET ON GOAL-SETTING
COMPOSITION AND NEW HIRES OF NCSU

CATEGORY Technical

BY RACE/ETHNIC GROUP AND SEX

	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	\$	#	\$	#	\$	#	\$	#	\$	MALE		FEMALE	
												#	\$	#	\$
A) 1987-88 Profile Data as of 10/88	15	0	0	15	100	0	0	0	0	0	0	9	60	6	40
B) Availability Profile	15	2	16.2	12	79.8	1	2.2	0	1.4	0	.2	8	55.8	7	44.2
C) Over or Underrepresentation		-2		+3		-1						-1		+1	
D) Hiring Goals 1988-1989-1992-1993 Expiration 10/1/93	8	3	37.5	4	50	1	12.5					4	50	4	50
E) Goal Profile 1988-1989-1992-1993 (October 1, 1993)	15	2	13.3	12	80	1	6.67	0	0	0	0	8	53.3	7	46.7

AVAILABILITY DATA:

Blacks: 16.2 Other* 3.85 (X) Asian/Pacific Is. 2.21 (Y) Hispanic 1.43 (Z) American Indian .21 Females 44.2

*Other = X + Y + Z

WORKSHEET ON GOAL-SETTING
COMPOSITION AND NEW HIRES OF NCSU

CATEGORY Professional

BY RACE/ETHNIC GROUP AND SEX

	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	%	#	%	#	%	#	%	#	%	MALE		FEMALE	
												#	%	#	%
A) 1987-88 Profile Data as of 10/88	4	0	0	4	100%	0	0	0	0	0	0	3	75%	1	25%
B) Availability Profile	4	1	25%	3	75%	0	0	0	0	0	0	2	50%	2	50%
C) Over or Underrepresentation		-1		+1								+1		-1	
D) Hiring Goals 1988-1989-1992-1993 Expiration 10/1/93	2	2	100%	0	0	0	0	0	0	0	0	0	0	2	100%
E) Goal Profile 1988-1989-1992-1993 (October 1, 1993)	4	1	25%	3	75%	0	0	0	0	0	0	2	50%	2	50%

AVAILABILITY DATA:

Blacks: 13.0% Other* 2.05% (X) Asian/Pacific Is. .81% (Y) Hispanic 1.2% (Z) American Indian .04% Females 48.7%

*Other = X + Y + Z

WORKSHEET ON GOAL-SETTING
COMPOSITION AND NEW HIRES OF NCSU

CATEGORY Skilled Crafts

BY RACE/ETHNIC GROUP AND SEX

	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	\$	#	\$	#	\$	#	\$	#	\$	MALE		FEMALE	
												#	\$	#	\$
A) 1987-88 Profile Data as of 10/88	5	0	0	5	100	0	0	0	0	0	0	5	100	0	0
B) Availability Profile	5	1	18.5	4	80.2	0	.56	0	.32	0	.25	5	91.4	0	8.6
C) Over or Underrepresentation		-1		+1											
D) Hiring Goals 1988-1989-1992-1993 Expiration 10/1/93	2	1	50	1	50	0	0	0	0	0	0	2	100	0	0
E) Goal Profile 1988-1989-1992-1993 (October 1, 1993)	5	1	20	4	80							5	100	0	0

AVAILABILITY DATA:

Blacks: 18.5 Other* 1.13 (X) Asian/Pacific Is. .56 (Y) Hispanic .32 (Z) American Indian .25 Females 86

*Other = X + Y + Z

COT



North Carolina State University

Department of Textile and Apparel Management
College of Textiles

Box 8301
Raleigh, NC 27695-8301
Tel (919) 737-3442
FAX (919) 737-3926

May 1, 1988



MEMORANDUM

TO: Lawrence M. Clark
Associate Provost

FROM: Anne Clapp *Anne C. Clapp*
College of Textiles Affirmative Action Officer

SUBJECT: Submission of 1988-1993 Affirmative Action Plan

Enclosed are the worksheets for each of the four categories of SPA employees currently in The College of Textiles. These figures have been discussed with Déan Robert A. Barnhardt who concurs with the goals that have been established.

The College of Textiles had 41 SPA employees in October 1988, a figure provided by your office and used in establishing our goals. With the small numbers of individuals involved in hiring replacements for the original cohort we do not feel a detailed monitoring procedure for compliance is needed. The following protocol will be followed.

When a vacancy occurs, the job will be posted with the Human Resources Office. Prior to any interviewing, the personnel assistant in the College of Textile Business Office will remind our staff of any specific affirmative action goals which must be met. A record which contains information on race and sex of each applicant will be kept for each position that becomes vacant.

WORKSHEET ON GOAL-SETTING
COMPOSITION AND NEW HIRES OF NCSU

CATEGORY PROFESSIONAL

BY RACE/ETHNIC GROUP AND SEX

	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	\$	#	\$	#	\$	#	\$	#	\$	MALE		FEMALE	
												#	\$	#	\$
A) 1987-88 Profile Data as of 10/88	1	0	0	1	100	0	0	0	0	0	0	1	100	0	0
B) Availability Profile	1	0	13	1	84	0	0	0	0	0	0	1	51	0	49
C) Over or Underrepresentation		0		0		0		0		0		0		0	
D) Hiring Goals 1988-1989-1992-1993 Expiration 10/1/93	1	0	0	1	100	0	0	0	0	0	0	0	0	0	0
E) Goal Profile 1988-1989-1992-1993 (October 1, 1993)	1	0	0	1	100	0	0	0	0	0	0	0	0	0	0

AVAILABILITY DATA:

Blacks: 1.3 Other* 3.05 (X) Asian/Pacific Is. .81 (Y) Hispanic 1.2 (Z) American Indian .04 Females 48.7

*Other = X + Y + Z

AFFIRMATIVE ACTION PLAN
SPA POSITIONS

SCHOOL/DEPARTMENT College of Textiles
Completed by: Anne C. Clapp

SPA PROFESSIONAL	Estimated Number of Positions Expected to Become Vacant					Subtotal	Estimated Number of Newly Created Positions	Total Positions to be Filled
	1987-88	1988-89	1989-90	1990-91	1991-92			
Agriculture and Life Sciences								
Design								
Education & Psychology								
Engineering								
Forest Resources								
Humanities and Social Sciences								
Physical & Mathematical Sciences								
Textiles	0	0	0	0	1	1	0	1
Veterinary Medicine								
D.H. Hill Library								
Finance & Business								
University Extension								
Student Affairs								
SPECIAL UNITS								
Athletics								
Alumni Affairs								
Chancellor's Office								
PROVOST'S OFFICE								
Academic Skills								
Admissions								
Computing Center								
Cooperative Education								
Graduate School								
Radiation Protection								
Research Administration								
Sea Grant								
University Development								
University Relations								
Information Services								
Water Resources Institute								

NOTE: A+B+C+E = F
F+G = H

WORKSHEET ON GOAL-SETTING
COMPOSITION AND NEW HIRES OF NCSU

BY RACE/ETHNIC GROUP AND SEX

CATEGORY SECRETARIAL

	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	\$	#	\$	#	\$	#	\$	#	\$	MALE		FEMALE	
												#	\$	#	\$
A) 1987-88 Profile Data as of 10/88	19	2	10.5	17	89.5	0	0	0	0	0	0	1	5	18	95
B) Availability Profile	19	4	18.9	15	80	0	.49	0	.34	0	.16	4	22.3	15	77.7
C) Over or Underrepresentation		-2		+2		0		0		0		-3		+3	
D) Hiring Goals 1988-1989-1992-1993 Expiration 10/1/93	14	3	21	11	79	0	0	0	0	0	0	2	14	12	86
E) Goal Profile 1988-1989-1992-1993 (October 1, 1993)	19	4	21	15	79	0	0	0	0	0	0	2	11	17	89

AVAILABILITY DATA:

Blacks: 18.9

Other* .99

(X) Asian/Pacific Is. .49

(Y) Hispanic .34

(Z) American Indian .16

Females 77.7

*Other = X + Y + Z

AFFIRMATIVE ACTION PLAN
SPA POSITIONS

SCHOOL/DEPARTMENT College of Textiles
Completed by: Anne C. Clapp

SECRETARIAL/ CLERICAL	Estimated Number of Positions Expected to Become Vacant					Subtotal	Estimated Number of Newly Created Positions	Total Positions to be Filled
	1987-88	1988-89	1989-90	1990-91	1991-92			
Agriculture and Life Sciences								
Design								
Education & Psychology								
Engineering								
Forest Resources								
Humanities and Social Sciences								
Physical & Mathematical Sciences								
Textiles	2	3	3	3	3	14	0	14
Veterinary Medicine								
D.H. Hill Library								
Finance & Business								
University Extension								
Student Affairs								
SPECIAL UNITS								
Athletics								
Alumni Affairs								
Chancellor's Office								
PROVOST'S OFFICE								
Academic Skills								
Admissions								
Computing Center								
Cooperative Education								
Graduate School								
Radiation Protection								
Research Administration								
Sea Grant								
University Development								
University Relations								
Information Services								
Water Resources Institute								

NOTE: A+B+C+E = F
F+G = H

WORKSHEET ON GOAL-SETTING
COMPOSITION AND NEW HIRES OF NCSU

BY RACE/ETHNIC GROUP AND SEX

CATEGORY TECHNICAL

	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	\$	#	\$	#	\$	#	\$	#	\$	MALE		FEMALE	
												#	\$	#	\$
A) 1987-88 Profile Data as of 10/88	16	2	12.5	13	81	0	0	0	0	1	6.5	10	62.5	6	37.5
B) Availability Profile	16	3	19	13	81	0	0	0	0	0	0	9	56	7	44
C) Over or Underrepresentation		-1		0		0		0		+1		+1		-1	
D) Hiring Goals 1988-1989-1992-1993 Expiration 10/1/93	9	2	22	7	78	0	0	0	0	0	0	5	56	4	44
E) Goal Profile 1988-1989-1992-1993 (October 1, 1993)	16	3	18.8	12	75	0	0	0	0	1	6.2	9	56	7	44

AVAILABILITY DATA:

Blacks: 16.2

Other* 3.8

(X) Asian/Pacific Is. 2.2

(Y) Hispanic 1.4

(Z) American Indian .2

Females 44.2

*Other = X + Y + Z

AFFIRMATIVE ACTION PLAN
SPA POSITIONS

SCHOOL/DEPARTMENT College of Textiles
Completed by: Anne C. Clapp

TECHNICAL PARAPROFESSIONAL	Estimated Number of Positions Expected to Become Vacant					Subtotal	Estimated Number of Newly Created Positions	Total Positions to be Filled
	1987-88	1988-89	1989-90	1990-91	1991-92			
Agriculture and Life Sciences								
Design								
Education & Psychology								
Engineering								
Forest Resources								
Humanities and Social Sciences								
Physical & Mathematical Sciences								
Textiles	1	1	2	2	3	9	0	9
Veterinary Medicine								
D.H. Hill Library								
Finance & Business								
University Extension								
Student Affairs								
SPECIAL UNITS								
Athletics								
Alumni Affairs								
Chancellor's Office								
PROVOST'S OFFICE								
Academic Skills								
Admissions								
Computing Center								
Cooperative Education								
Graduate School								
Radiation Protection								
Research Administration								
Sea Grant								
University Development								
University Relations								
Information Services								
Water Resources Institute								

NOTE: A+B+C+E = F
F+G = H

WORKSHEET ON GOAL-SETTING
COMPOSITION AND NEW HIRES OF NCSU

CATEGORY SKILLED CRAFTS

BY RACE/ETHNIC GROUP AND SEX

	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	\$	#	\$	#	\$	#	\$	#	\$	MALE		FEMALE	
												#	\$	#	\$
A) 1987-88 Profile Data as of 10/88	5	0	0	5	100	0	0	0	0	0	0	5	100	0	0
B) Availability Profile	5	1	18.5	4	80.2	0	.56	0	.3	0	.25	5	91.4	0	8.6
C) Over or Underrepresentation		-1		+1		0		0		0		0		0	
D) Hiring Goals 1988-1989-1992-1993 Expiration 10/1/93	2	1	50	1	50	0	0	0	0	0	0	2	100	0	0
E) Goal Profile 1988-1989-1992-1993 (October 1, 1993)	5	1	20	4	80	0	0	0	0	0	0	5	100	0	0

AVAILABILITY DATA:

Blacks: 18.5

Other* 1.12

(X) Asian/Pacific Is. .56

(Y) Hispanic .31

(Z) American Indian .25

Females 8.6

*Other = X + Y + Z

AFFIRMATIVE ACTION PLAN
SPA POSITIONS

SCHOOL/DEPARTMENT College of Textiles

Completed by: Anne C. Clapp

SKILLED CRAFT	Estimated Number of Positions Expected to Become Vacant					Subtotal	Estimated Number of Newly Created Positions	Total Positions to be Filled
	1987-88	1988-89	1989-90	1990-91	1991-92			
Agriculture and Life Sciences								
Design								
Education & Psychology								
Engineering								
Forest Resources								
Humanities and Social Sciences								
Physical & Mathematical Sciences								
Textiles	0	0	0	1	0	1	0	1
Veterinary Medicine								
D.H. Hill Library								
Finance & Business								
University Extension								
Student Affairs								
SPECIAL UNITS								
Athletics								
Alumni Affairs								
Chancellor's Office								
PROVOST'S OFFICE								
Academic Skills								
Admissions								
Computing Center								
Cooperative Education								
Graduate School								
Radiation Protection								
Research Administration								
Sea Grant								
University Development								
University Relations								
Information Services								
Water Resources Institute								

NOTE: A+B+C+E = F
F+G = H

AFFIRMATIVE ACTION PLAN
SPA POSITIONS

SCHOOL/DEPARTMENT College of Textiles
Completed by: Anne C. Clapp

SERVICE MAINTENANCE	Estimated Number of Positions Expected to Become Vacant					Subtotal 1992-93	Estimated Number of Newly Created Positions 1988-93	Total Positions to be Filled 1988-93
	1987-88	1988-89	1989-90	1990-91	1991-92			
Agriculture and Life Sciences								
Design								
Education & Psychology								
Engineering								
Forest Resources								
Humanities and Social Sciences								
Physical & Mathematical Sciences								
Textiles	0	0	0	0	0	0	0	0
Veterinary Medicine								
D.H. Hill Library								
Finance & Business								
University Extension								
Student Affairs								
SPECIAL UNITS								
Athletics								
Alumni Affairs								
Chancellor's Office								
PROVOST'S OFFICE								
Academic Skills								
Admissions								
Computing Center								
Cooperative Education								
Graduate School								
Radiation Protection								
Research Administration								
Sea Grant								
University Development								
University Relations								
Information Services								
Water Resources Institute								

NOTE: A+B+C+E = F
F+G = H

CVM



North Carolina State University
College of Veterinary Medicine

Business Office
919/829-4200

4700 Hillsborough Street
at William Moore Drive
Raleigh, North Carolina 27606

May 5, 1989



MEMORANDUM

TO: Dr. Lawrence Clark
FROM: Terrence M. Curtin *T. M. Curtin*
SUB: SPA Affirmative Action Plan (Five-Year Projections)

Enclosed is the goal profile for the College of Veterinary Medicine.

The projections will be reviewed on a quarterly basis in an effort to monitor our progress.

WORKSHEET ON GOAL-SETTING
COMPOSITION AND NEW HIRES OF NCSU

BY RACE/ETHNIC GROUP AND SEX

CATEGORY SKILLED CRAFTS

	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	\$	#	\$	#	\$	#	\$	#	\$	MALE		FEMALE	
												#	\$	#	\$
A) 1987-88 Profile Data as of 10/88	1	1	100	0		0		0		0		1	100		
B) Availability Profile	1		18.5		80.2	0.005	0.56	0.003	0.32	0.002	0.25		91.4		8.6
C) Over or Underrepresentation															
D) Hiring Goals 1988-1989-1992-1993 Expiration 10/1/93	*														
E) Goal Profile 1988-1989-1992-1993 (October 1, 1993)	1		1												

AVAILABILITY DATA:

Blacks: 18.5 Other* 80.2 (X) Asian/Pacific Is. 0.56 (Y) Hispanic 0.32 (Z) American Indian 0.25 Females 8.6

*Other = X + Y + Z

* Too small to set goals

WORKSHEET ON GOAL-SETTING
COMPOSITION AND NEW HIRES OF NCSU

CATEGORY EXEC./MGR. ADMIN.

BY RACE/ETHNIC GROUP AND SEX

	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	\$	#	\$	#	\$	#	\$	#	\$	MALE		FEMALE	
												#	\$	#	\$
A) 1987-88 Profile Data as of 10/88	1	0		1		0		0		0		1			0
B) Availability Profile	1	0.10	10.3	0.88	88.7	0.005	0.55	0.004	0.43	0	0.01		71.1		28.9
C) Over or Underrepresentation				+1								+1			0
D) Hiring Goals 1988-1989-1992-1993 Expiration 10/1/93	*			1											
E) Goal Profile 1988-1989-1992-1993 (October 1, 1993)	1			1											

AVAILABILITY DATA:

Blacks: 10.3 Other* 59.81 (X) Asian/Pacific Is. .55 (Y) Hispanic .43 (Z) American Indian .01 Females 28.9

*Other = X + Y + Z

* Too small to set goals

WORKSHEET ON GOAL-SETTING
COMPOSITION AND NEW HIRES OF NCSU

BY RACE/ETHNIC GROUP AND SEX

CATEGORY SERVICE/MAINTENANCE

	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	%	#	%	#	%	#	%	#	%	MALE		FEMALE	
												#	%	#	%
A) 1987-88 Profile Data as of 10/88	34	9	26.5	25	73.5	0	0	0	0	0	0	17	50	17	50
B) Availability Profile	34	14	41.7	18	54	0.26	0.77	0.16	0.46	0.08	0.23	18	53	16	47
C) Over or Underrepresentation		- 5		+ 7		0		0		0		-1		+ 1	
D) Hiring Goals 1988-1989-1992-1993 Expiration 10/1/93	34	12	35	22	65	-		-		-		18	53	16	47
E) Goal Profile 1988-1989-1992-1993 (October 1, 1993)	34	12	35	22	65	-		-		-		18	53	16	47

AVAILABILITY DATA:

Blacks: 41.7 Other* 54 (X) Asian/Pacific Is. 0.77 (Y) Hispanic 0.46 (Z) American Indian 0.23 Females 47

*Other = X + Y + Z

WORKSHEET ON GOAL-SETTING
COMPOSITION AND NEW HIRES OF NCSU

F-9

CATEGORY SECRETARIAL

BY RACE/ETHNIC GROUP AND SEX

	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	\$	#	\$	#	\$	#	\$	#	\$	MALE		FEMALE	
												#	\$	#	\$
A) 1987-88 Profile Data as of 10/88	56	14	25	41	73.2	0	0	1	1.8	0	0	5	8.9	51	91.1
B) Availability Profile	56	10	18.9	44	80.1	0.27	0.49	0.19	0.34	0.08	0.16	12	22.3	43	77.7
C) Over or Underrepresentation		+ 4		- 3		0		+1		0		- 7		+ 8	
D) Hiring Goals 1988-1989-1992-1993 Expiration 10/1/93	42	10	25	30	71	1	2	1	2	0		3	7	39	93
E) Goal Profile 1988-1989-1992-1993 (October 1, 1993)	56	14	25	44	80.1	1	2	1	2	0		8	14	48	86

AVAILABILITY DATA:

Blacks: 18.9 Other* 80.1 (X) Asian/Pacific Is. 0.49 (Y) Hispanic 0.34 (Z) American Indian 0.16 Females 77.7

*Other = X + Y + Z

WORKSHEET ON GOAL-SETTING
COMPOSITION AND NEW HIRES OF NCSU

BY RACE/ETHNIC GROUP AND SEX

CATEGORY PROFESSIONALS

	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	%	#	%	#	%	#	%	#	%	MALE		FEMALE	
												#	%	#	%
A) 1987-88 Profile Data as of 10/88	14	2	14.3	11	78.6	1	7.1	0		0		4	29	10	71
B) Availability Profile	14	1.8	13	12	84.78	0.11	0.81	0.16	1.2	0.005		7.1	51.3	6.8	48.7
C) Over or Underrrepresentation		+.2		-1		+1		-0.16		-0.005		-3.1		+4.2	
D) Hiring Goals 1988-1989-1992-1993 Expiration 10/1/93	7	1	14	5	71	1	14	0		0		3	43	4	57
E) Goal Profile 1988-1989-1992-1993 (October 1, 1993)	14	2	14.3	11	84.78	1	7.1	1	1.2	0	0.04	7	50	7	50

AVAILABILITY DATA:

Blacks: 13

Other* 84.78 (X) Asian/Pacific Is. 0.81 (Y) Hispanic 1.20 (Z) American Indian 0.04

Females 48.7

*Other = X + Y + Z

WORKSHEET ON GOAL-SETTING
COMPOSITION AND NEW HIRES OF NCSU

BY RACE/ETHNIC GROUP AND SEX

CATEGORY TECHNICAL

	GRAND TOTAL	BLACK		WHITE		ASIAN/ PACIFIC IS.		HISPANIC		AMERICAN INDIAN		SEX			
		#	\$	#	\$	#	\$	#	\$	#	\$	MALE		FEMALE	
												#	\$	#	\$
A) 1987-88 Profile Data as of 10/88	141	11	7.8	126	87.2	3	2.1	1	.7	0	0	34	24	107	76
B) Availability Profile	141	22	16.23	112	79.92	3	2.21	2	1.43	0.29	0.21	19	55.75	47	44.25
C) Over or Underrepresentation		-11		+14		-		-1		-		+15		+60	
D) Hiring Goals 1988-1989-1992-1993 Expiration 10/1/93	77	5	7	69	90	1	1	2	2	-		15	19	62	81
E) Goal Profile 1988-1989-1992-1993 (October 1, 1993)	141	16	12	120	85	3	2	2	1	-		49	35	92	65

AVAILABILITY DATA:

Blacks: 16.23

Other* 79.92 (X) Asian/Pacific Is. 2.21 (Y) Hispanic 1.43 (Z) American Indian 0.21

Females 44.25

*Other = X + Y + Z