



**Hispanic Employment Plan
Illinois Public Universities
Fiscal Year 2018**

January 2019

Illinois Board of Higher Education

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Hispanic Employment Plan Illinois Public Universities

The Illinois Board of Higher Education (IBHE) submits the annual *Hispanic Employment Plan for Illinois Public Universities* to the Illinois General Assembly pursuant to the State Employment Records Act (5 ILCS 410/20). This report provides information on the progress of efforts to hire and promote Hispanic faculty, administrative staff, and bilingual employees at public universities and IBHE.

The IBHE conducted a survey of the public universities to obtain the number of employees who self-identify as Hispanic as of June 30, 2018. The total number at public universities and IBHE in 2018 is 3,093. This is an increase of 139 employees from the previous year. The numbers for 2016, 2017, and 2018 are shown by campus in the table below.

Hispanic Employees at Public Universities, 2016 to 2018
(Full-Time and Part-Time)

	<u>2016</u>	<u>2017</u>	<u>2018</u>
Chicago State University	53	38	36
Eastern Illinois University	21	16	10
Governors State University	40	32	33
Illinois State University	92	93	99
Northeastern Illinois University	252	244	234
Northern Illinois University	122	118	122
Southern Illinois University-Carbondale	93	93	84
Southern Illinois University-Edwardsville	56	54	58
University of Illinois at Chicago	1,617	1,752	1,848
University of Illinois at Urbana-Champaign	412	429	482
University of Illinois at Springfield	24	26	25
University of Illinois System Administration	44	39	36
Western Illinois University	23	20	26
Board of Higher Education	0	0	0
Totals	2,903	2,957	3,093
Change in 1 Year (number)		51	139
Change in 1 Year (percent)		1.76%	4.71%
Change in 2 Year (number)			190
Change in 2 Year (percent)			6.54%

*University board members not counted as faculty/staff

The majority of Hispanic employees are employed as administrative support and faculty. Additional information on campus activities regarding the recruitment, promotion, and retention of Hispanic employees is provided in the appendices.

**Hispanic Employees at Illinois Public Universities, 2018
Employment Categories**

	<u>Administrator</u>	Faculty (Includes <u>Adjunct</u>)	<u>Administrative Support Staff</u>	<u>Skilled Craft Workers</u>	<u>Service Maintenance</u>	<u>Totals</u>
Chicago State University	0	13	17	2	4	36
Eastern Illinois University	0	9	0	0	1	10
Governors State University	5	13	12	2	1	33
Illinois State University	4	26	24	5	40	99
Northeastern Illinois University	15	54	145	2	18	234
Northern Illinois University	13	37	49	6	17	122
Southern Illinois University Carbondale	5	41	28	1	9	84
Southern Illinois University Edwardsville	1	23	27	2	5	58
University of Illinois at Chicago	92	200	1,390	11	155	1,848
University of Illinois at Urbana-Champaign	34	214	165	10	59	482
University of Illinois at Springfield	4	7	13	1	0	25
University of Illinois System Administration	3	0	33	0	0	36
Western Illinois University	3	15	8	0	0	26
Board of Higher Education	0	0	0	0	0	0
Subtotals	179	652	1,911	42	309	3,093
Percentage of Totals	5.79%	21.08%	61.78%	1.36%	9.99%	100.00%

* University board members not counted as faculty/staff

IBHE asked each public university to describe the activities, strategies, and programs to recruit, promote, and retain Hispanic employees. Each institution provided information about current and future internal studies, surveys, and committees regarding Hispanic employment. The activities vary by institution due to individual missions of the institutions and the populations of students served. The narratives are shown in Appendix A and a map of the Illinois public universities is shown in Appendix B.

Appendix A Employment Plan Survey Question and Answer
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Survey Question:

Does the institution conduct internal studies, have surveys for monitoring the recruitment of Hispanic employees, and have committees that monitor employment or departure of employees from the institution?

Chicago State University

The University utilizes applicant demographic data to evaluate the diversity of an applicant pool. Recruitment strategies are developed for groups that are underrepresented, when necessary. Exit interviews are conducted to obtain data for identifying actions necessary for employee recruitment and retention. The University Diversity group assists in monitoring activities necessary for increasing diversity of thought, sex, race and ethnicity.

Eastern Illinois University

Eastern Illinois University conducts ongoing assessment of the recruitment, promotion and advancement, retention, and departures of Hispanic employees. Applicants for each faculty or administrative/professional position are provided the opportunity to identify their demographic characteristics. This enables the university to review the composition of applicant pools in the context of potential availability for the relevant job group. Each department's recruiting efforts are reviewed and monitored by Eastern Illinois University's Office of Civil Rights and Diversity.

During the review process, candidates, who are Hispanic, who withdraw from interviews or who decline offers of employment, are provided opportunities to complete an online survey. It asks them to inform the campus why they elected to withdraw from the process and also to share their perceptions of strengths and concerns about the campus. In addition, newly employed faculty members and professional staff, who are Hispanic, are invited to share their perceptions about what could be done to improve upon the recruitment and interview process. This information is analyzed and reported to hiring departments and senior administrators for use in subsequent recruitment efforts.

Governors State University

Governors State University has a Diversity Advisory Council whose mission is to provide a coordinating function for diversity groups and issues on campus including serving as a clearinghouse for information and acting as a champion for diversity.

The objectives of the Diversity Advisory Council will align most closely with the following goals and will focus on both employees and students: Improve student success with an emphasis on enrollment, retention, graduation, transfer rates, and effective teaching and learning outcomes; Improve success of minority, underrepresented, and under-prepared student populations in addition

to closing the gap between high school and college performance; Bringing the voice of the employee into the council and to act as a catalyst in building a more diverse work environment; Improve workplace equality: an environment in which every individual has an equal opportunity to perform, develop, and advance; Set goals and action plans in alignment with College's mission and strategic plan; and Collect and analyze relevant data.

Illinois State University

On an annual basis, Illinois State University prepares, distributes, and publicly presents an Affirmative Action Plan (AAP) that details the University's campus-wide commitment to the principles of diversity, inclusion, and equal opportunity. To this end, the AAP contains workforce surveys that measure departmental efforts to recruit, promote, and retain Hispanic employees, lists programmatic efforts that evidence the commitment of each unit's strategies to promote and achieve diversity, and provides detailed analysis of the workforce to both the President and the Board of Trustees.

Northeastern Illinois University

The NEIU Office of Institutional Research and Assessment (IRA) generates data regarding all employees with respect to their race and ethnicity. The Affirmative Action Officer uses this information to monitor progress, and strategize with University Hiring Agents toward diversity representative of our region. Moreover, every NEIU job applicant is asked to fill out a confidential form identifying race/ethnicity, gender and disability.

Northern Illinois University

The Academic Colleges as well as the Administrative Divisions, The Center for Affirmative Action and Diversity Resources, Human Resource Services, The Presidential Commissions, Supportive Professional Staff Council, the Operating Staff Council, and the Office of Institutional Research conduct internal and university wide surveys that monitor the recruitment of Hispanic employees, monitor employment and departure of employees from the institution.

Southern Illinois University Carbondale

In the past, SIU Carbondale has conducted internal climate studies. The responsibility for monitoring departure of employees from the University has been shifted to Human Resources. The Associate Chancellor for Institutional Diversity continues to monitor minorities in the Affirmative Action Plan and in the MWD (Minority, Women and Disabled) Annual Report.

Southern Illinois University Edwardsville

Pursuant to its affirmative action plan, the Office of Equal Opportunity, Access and Title IX Coordination (EOA) works closely with Human Resources to increase the representation of women and minorities in groups in which they are underrepresented. EOA conducts training for search committees for goal related positions to emphasize the need for increased recruitment and requires that search committees develop thorough recruitment plans. Applicants are surveyed on the positions applied for and EOA monitors hiring and termination process.

University of Illinois at Chicago

The Office for Access and Equity reviews compliance of all academic search and waiver of search requests. In addition, the Academic Search Coordinator for each College serves as a liaison between the Office for Access and Equity and academic departments or administrative units that seek to fill faculty and other academic staff positions. He or she acts as a resource person at the department or unit level for academic personnel transactions, especially in the recruitment, selection, and appointment of individuals to new or vacant positions.

University of Illinois at Urbana-Champaign

Target of Opportunity Program - The University of Illinois at Urbana-Champaign is committed to building and maintaining a faculty that is excellent in many dimensions. The Office of the Provost supports three programs in which partial or total central financial support for academic positions may be provided, including the Target of Opportunity Program (TOP). The TOP is designed to support recruitment of outstanding faculty members who will enhance our institution's strategic goals and build on our reputation as a leading public research university. The goal of the program is to attract leading faculty members among groups that are underrepresented by race, ethnicity, gender, disability, and veteran's status in specific units on campus.

CORE - Charged/reviewing and providing guidance in diversity efforts; including faculty and staff.

DRIVE - Faculty committee committed to the recruitment and retention of underrepresented faculty at the Illinois campus. This committee provides workshops, resources, information, professional development, and data to support the recruitment and hiring of diverse faculty at Illinois.

Other Ongoing Efforts - Illinois makes a variety of good faith efforts for each and every search for academic and professional staff, appoints EEO officers to every college on the Illinois campus charged with reviewing and overseeing the search process for each college, and we nominate Diversity Advocates to serve on all search committees to further advocate for diversity in the search process and help committees avoid unintentional bias in the search process.

University of Illinois at Springfield

The university regularly reviews efforts to outreach to, recruit and retain Hispanic employees, employing a full time administrator to monitor employment and departure of employees, along with dedicated confidential exit interviews conducted by Human Resources professionals.

University of Illinois System Administration

University Administration (UA) evaluates the selection process to ensure freedom from bias by reviewing job applications and other pre-employment forms to ensure information is job related; evaluating selection methods; training management and search committee members on interviewing protocols and equal employment opportunity/affirmative action. A formal assessment is undertaken midway and at the end of the affirmative action plan year to monitor our recruitment efforts, promotions, and the departure of employees.

Western Illinois University

The University prepares an annual Affirmative Action plan which shows underutilization and establishes goals for underutilized employee groups. The University does not have a survey for monitoring recruitment of Hispanic employees. The Campus Climate and Programs sub-committee of the University Diversity Committee (UDC) has finalized a survey to assess campus climate which includes questions about the campus climate by demographic. The Workforce Diversity sub-committee of the UDC is working on an exit survey and procedure to collect information for faculty and administrative and professional positions.

The University's Human Resources Office collects and monitors data on the employment and departure of Civil Service employees.

Appendix B
Employment Plan
Map of Illinois Public Universities

