

HISPANIC EMPLOYMENT PLAN FOR ILLINOIS PUBLIC UNIVERSITIES

FISCAL YEAR 2020



January 2021
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, 2020, the end of the fiscal year. The total number at public universities and IBHE in 2020 is 3,610. This is an increase of 295 employees from the previous year. The numbers for 2018, 2019, and 2020 are shown by campus in the table below.

Hispanic Employees at Public Universities, 2018 to 2020
(Full-Time and Part-Time)

	2018	2019	2020
Chicago State University	36	37	39
Eastern Illinois University	10	14	14
Governors State University	33	37	58
Illinois State University	99	110	115
Northeastern Illinois University	234	249	250
Northern Illinois University	122	168	168
Southern Illinois University-Carbondale	84	86	94
Southern Illinois University-Edwardsville	58	59	63
University of Illinois Chicago	1,848	1,964	2,183
University of Illinois Urbana-Champaign	482	498	538
University of Illinois Springfield	25	25	20
University of Illinois System Administration	36	37	35
Western Illinois University	26	30	32
Board of Higher Education	0	1	1
Totals	3,093	3,315	3,610
Change in 1 Year (number)		222	295
Change in 1 Year (percent)		7.18%	8.90%
Change in 2 Year (number)			517
Change in 2 Year (percent)			16.72%

The data collected from the public universities show that the majority of Hispanic employees are employed as administrative support staff (63.16%) and faculty members (19.78%). Less than 6 percent are public university administrators.

Hispanic Employees in Public Universities, 2020
Employment Categories

	Administrators	Faculty (Inc. Adjunct)	Admin. Support Staff	Skilled Craft Workers	Service Maintenance	Totals	Total Staff	% Hispanic
CSU	3	10	21	1	4	39	779	5.0%
EIU	1	7	4	0	2	14	1,124	1.2%
GSU	9	15	32	2	0	58	1,100	5.3%
ISU	7	23	29	6	50	115	3,620	3.2%
NEIU	23	4	148	2	23	200	1,247	16.0%
NIU	14	46	74	4	30	168	3,272	5.1%
SIUC	8	37	40	1	8	94	4,515	2.1%
SIUE	0	26	30	0	7	63	2,473	2.5%
UIC	98	250	1,652	18	165	2,183	13,959	15.6%
UIUC	39	222	203	12	62	538	12,395	4.3%
UIS	2	9	8	0	1	20	868	2.3%
U of I System	7	0	28	0	0	35	833	4.2%
WIU	3	15	11	0	3	32	1,501	2.1%
IBHE	1	0	0	0	0	1	33	3.0%
Subtotals	215	664	2,280	46	355	3,560		
Percentage of Totals	6.04%	18.65%	64.04%	1.29%	9.97%	100.00%		

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.

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 the applicant pool.

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. In addition, various constituents throughout the university may share their perceptions of what could be done to improve upon the recruitment and retention of Hispanic employees. The Human Resource Office is expected to analyze the recruitment and testing of applicants for civil service positions in accordance with the provisions of the State Civil Service System guidelines and with university expectations for compliance with federal and state requirements in recruiting members of underutilized groups, including Hispanic. The university also completes an annual Affirmative Action Plan and is currently completing a Quality Initiative focused on diversifying our campus community in the areas of recruitment, hiring, and retention of faculty and staff.

Governors State University

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

Illinois State University

On an annual basis, Illinois State University prepares, distributes, and publicly presents and Affirmative Action Plan 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 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, veteran history, and disability.

Northern Illinois University

NIU has an Affirmative Action Plan, conducts employment surveys, and monitors applications and hiring in the Applicant Tracking System. Institutional Research at NIU also provides a dashboard describing the demographics of each unit for the department heads to review and make data driven decisions.

Southern Illinois University Carbondale

The University monitors the recruitment of Hispanic/Latinx employees via the annual Affirmative Action Plan. The University Affirmative Action Office monitors the racial makeup of applicant pools and works with units to improve their advertising/recruitment strategies for increased diversity. The University also has a Chancellor's Diversity Taskforce on Diversity and Inclusion that conducts surveys of faculty/staff and students on a rotating bi-annual basis. The most recent faculty/staff survey was conducted in early 2020. The Diversity Council plans to add exit surveys or other measures to examine reasons Hispanic/Latinx employees leave the institution.

Southern Illinois University Edwardsville

Pursuant to its Affirmative Action plan the Office of Equal Opportunity, Access & Title IX Coordination ("EOA") works closely with Human Resources and hiring managers to increase the representation of women and minorities in job groups in which they are underrepresented. The EOA conducts training for search committees for goal related positions to emphasize the need to for increased recruitment and retention and requires search committees to develop a detailed recruitment plan. Applicants are surveyed as to how they learned of the position for which they applied in order to evaluate how successful candidates learned of the job. EOA monitors hiring and terminations (voluntary and involuntary) to ensure there was not adverse impact.

University of Illinois System Campus Responses:

University of Illinois 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 individual to new or vacant positions.

University of Illinois Urbana-Champaign

The Diversity Realized at Illinois through Visioning Excellence (DRIVE) is a committee that is charged to review policies, procedures and practices and recommend any changes that will assist with recruiting and retaining of a diverse workforce at the University of Illinois. DRIVE prepares annual letters to the Deans of each academic college regarding their recruitment and retention progress from the previous academic year.

Annually the Office for Access and Equity (OAE) completes the Affirmative Action Plan (AAP) in accordance with federal compliance guidelines and practices. OAE meets with Deans, Vice Chancellors, EEO Officers, Vice Chairs, and HR professionals to present the AAP. OAE shares the necessity and methodology of the plan, the college representation, recruitment/retention numbers, and the programs and resources available to them to assist with recruitment/retention.

An EEO Officer/Vice Chair is appointed at the college/administrative unit level and is charged with oversight related to equal employment opportunity in their college/unit. This role is responsible for reviewing policies, practices and procedures related to the hiring process.

A Diversity Advocate is appointed to all faculty and academic professional searches on campus. The Diversity Advocate serves as a resource to search committee members and is responsible for identifying diverse recruitment sources, implementing best practices around diversifying the applicant pool, identifying any potential bias or stereotype in the search process, and ensuring the candidate evaluation is an equitable process.

University of Illinois Springfield

The institution conducts exit interviews and also conducts outreach to determine factors leading to separation. We also advocate for tenure process review and maintain search procedures and conduct training to support AA/EEO and address unconscious bias in the search and selection process.

Western Illinois University

The University updates its Affirmative Action plan annually. The plan shows under-utilization and establishes goals for underrepresented employee groups. The University does not have a survey for monitoring the recruitment of Hispanic American employees but does monitor the search and recruitment process to determine if advertising strategies attempt to target minority groups, including Latinx.