# Affirmative Action Program for Women & Minorities

**Gateway Technical College** 

3520 30th Avenue Kenosha, WI 53144



### **CONTACT INFORMATION**

- Contractor : Gateway Technical College 3520 30th Avenue Kenosha, WI 53144
- Executive Officer : Ritu Raju President and CEO
- **EEO Coordinator :** Josh Vollendorf, MS, MSE, PHR Director of Compliance/Affirmative Action Officer compliance@gtc.edu, 262-564-3062

### INTRODUCTION

Gateway Technical College develops an annual affirmative action program as one of several tools to implement the affirmative action policies effectively. The form, language and analysis of the program necessarily complies with the requirements of 41 CFR 60-2, et seq. (affirmative action programs) and other regulations established pursuant to the provisions of Executive Order 11246 and all other civil rights related laws and regulations that have or may be enacted, as amended. Accordingly, terminology such as "problem areas" appearing in this affirmative action program is that which the organization is required to use by these regulations. The criteria used in relation to these terms are those specified by the Government. These terms have no independent legal or factual significance whatsoever. Although Gateway Technical College uses this terminology and methodology in connection with this affirmative action program and the affirmative action policies, such usage does not necessarily signify that the organization agrees that these terms properly apply to any particular factual situation.

Information regarding identifiable individuals is private and confidentially maintained. Everyone who has official access to confidential data will exercise every precaution to protect this information.

This report is a modified version of the college's full affirmative actions plan in that it has removed confidential information.

# Workforce Analysis

41 CFR Section 60-2.11 (c)

### School of Health

1.1. 724.	Total				Ма	ale							Fen	nale			
Job Title	Emps	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo	Total	wнi	BLK	HIS	ASI	AMI	РН	TWO
Dean Associate	3	0	0	0	0	0	0	0	0	3	3	0	0	0	0	0	0
Clinical Coordinator, School of Heath	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Instructor, Medical Assistant	4	1	1	0	0	0	0	0	0	3	2	0	1	0	0	0	0
Health & Technology Learning Center (HTLC) Assistant	6	0	0	0	0	0	0	0	0	6	6	0	0	0	0	0	0
Instructor, Physical Therapist Assistant	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Instructor, Health Information Technology	2	0	0	0	0	0	0	0	0	2	1	1	0	0	0	0	0
Instructor, Nursing Assistant	5	0	0	0	0	0	0	0	0	5	5	0	0	0	0	0	0
Instructor, Dental Assistant	2	0	0	0	0	0	0	0	0	2	2	0	0	0	0	0	0
Program Director/Instructor, Physical Therapy	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Director, Simulation Operations	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Instructor, Surgical Technology	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Instructor, Nursing	33	2	0	0	2	0	0	0	0	31	27	3	0	1	0	0	0
Director, School of Health	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Associate Dean, School of Health	1	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Dean, School of Health	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
# Provost	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

# Workforce Analysis

41 CFR Section 60-2.11 (c)

**School of Health** 

Job Title	Total				Ма	ale							Fen	nale			
Job Title	Emps	Total	WHI	BLK	HIS	ASI	AMI	РН	тwo	Total	wнı	BLK	HIS	ASI	AMI	PH	тwo
Department Totals: Department %:	63 100%	4 6.3%	1 1.6%	1 1.6%	2 3.2%	0 0%	0 0%	0 0%	0 0%	59 93.7%	53 84.1%	4 6.3%	1 1.6%	1 1.6%	0 0%	0 0%	0 0%

# Workforce Analysis

41 CFR Section 60-2.11 (c)

#### Human Resources

Job Title	Total				Ма	ale							Ferr	nale			
JOD I ITIE	Emps	Total	WHI	BLK	HIS	ASI	AMI	РН	тwo	Total	wнi	BLK	HIS	ASI	AMI	PH	тwo
Payroll Technician	1	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0
Coordinator, Covid Response	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Human Resources Generalist	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
HRIS Business Analyst	1	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
Manager, Benefits	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Manager, Payroll	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Director, Human Resources	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Director, Employee/Labor Relations	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
# Vice President, Human Resources	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Department Totals : Department % :	8 100%	2 25%	2 25%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	6 75%	4 50%	1 12.5%	1 12.5%	0 0%	0 0%	0 0%	0 0%

# Workforce Analysis

41 CFR Section 60-2.11 (c)

#### Student Services & Enrollment Management

1.1.7241.	Total				Ма	ale							Ferr	nale			
Job Title	Emps	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo	Total	wнı	BLK	HIS	ASI	AMI	PH	тwo
Student Express Associate	3	0	0	0	0	0	0	0	0	3	1	0	2	0	0	0	0
Contact Center Associate	5	0	0	0	0	0	0	0	0	5	3	2	0	0	0	0	0
Admissions Associate	2	0	0	0	0	0	0	0	0	2	1	0	1	0	0	0	0
Welcome Center Associate	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Higher Education Emergency Fund Associate (Ite)	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Student Accounts Associate	2	0	0	0	0	0	0	0	0	2	1	0	1	0	0	0	0
Registrar's Office Associate	1	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	1
Student Express Associate/Campus Cashier	4	1	1	0	0	0	0	0	0	3	1	0	2	0	0	0	0
~ CRM Specialist	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Financial Aid Associate	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dual Credit Registration Associate	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
College Access Outreach Specialist	1	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0
Registration Specialist	1	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Dual Credit Specialist	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Background/Health Information Associate	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
High School Partnership Associate	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Financial Aid Specialist-Awarding	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Transfer Credit Specialist	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0

©2023 Yocom and McKee, Inc.

The Complete AAP Pro™ 12.2022.1219.1

# Workforce Analysis

41 CFR Section 60-2.11 (c)

### Student Services & Enrollment Management

1.1. <b>7</b> 241.	Total				Ма	ale							Fen	nale			
Job Title	Emps	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO	Total	wнi	BLK	HIS	ASI	AMI	PH	тwo
Financial Aid-Communication and SAP	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Business Analyst, Student Services Systems	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Student Accounts Specialist	1	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
Administrative Assistant, Vp of Student Services_enroll Mgmt	1	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
New Student Specialist	8	2	1	0	1	0	0	0	0	6	3	2	1	0	0	0	0
Admissions Specialist	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Financial Aid Specialist-Reporting & Reconciliation	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Virtual Learning Specialist	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Student Accounts School Certifying Official	2	0	0	0	0	0	0	0	0	2	1	0	0	0	0	0	1
Student Finance Specialist	5	0	0	0	0	0	0	0	0	5	2	2	1	0	0	0	0
Associate Registrar	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Assistant Director, Financial Aid	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Manager, Student Finance Compliance	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Manager, Dual Credit	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Manager, Career and Employment Services	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Academic Adviser	16	5	3	1	0	1	0	0	0	11	4	1	6	0	0	0	0
Director, Student Services Elkhorn	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0

# Workforce Analysis

41 CFR Section 60-2.11 (c)

### **Student Services & Enrollment Management**

	Total				Ma	ale							Fem	nale		_	
Job Title	Emps	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo	Total	wнi	BLK	HIS	ASI	AMI	PH	тwo
Director, Student Services Center	1	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0
Manager, Customer Relationship Management (crm) Technology	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Director, Student Financial Accounting	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Director, Admissions & Student Services Center	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Director, Academic Advising	1	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0
Director, High School Partnerships	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Director, Recruitment	1	0	0	0	0	0	0	0	0	1	0	0	0	1	0	0	0
Director, Student Financial Aid	1	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
Career Counselor	3	2	1	0	0	1	0	0	0	1	1	0	0	0	0	0	0
Registrar	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Director, Student Services Racine	1	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
# Vice President, Student Services and Enrollment Management	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Department Totals : Department % :	86 100%	17 19.8%	12 14%	1 1.2%	2 2.3%	2 2.3%	0 0%	0 0%	0 0%	69 80.2%	38 44.2%	11 12.8%	17 19.8%	1 1.2%	0 0%	0 0%	2 2.3%

# Workforce Analysis

41 CFR Section 60-2.11 (c)

### School of Liberal Arts & Sciences

1.1. 720.	Total				Ма	ale							Fen	nale			
Job Title	Emps	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO	Total	wнı	BLK	HIS	ASI	AMI	РН	тwo
Health & Technology Learning Center (HTLC) Assistant	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Science Technical Assistant	2	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dean Associate	2	0	0	0	0	0	0	0	0	2	0	1	1	0	0	0	0
Instructor, Gateway to Success	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Social Sciences (VanGuard)	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Instructor, Spanish	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Anatomy and Physiology and Microbiology	1	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0
Instructor, Communications Skills	1	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
Instructor, Reading & Developmental Writing	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Instructor, Natural Science	4	3	3	0	0	0	0	0	0	1	0	0	0	1	0	0	0
Instructor, Mathematics/Physics	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Psychology/Sociology	2	1	1	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Instructor, Mathematics	9	4	3	0	0	1	0	0	0	5	4	0	0	1	0	0	0
Instructor, Communications	15	3	3	0	0	0	0	0	0	12	10	0	0	1	0	1	0
Instructor, Psychology	2	2	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Life Sciences	5	3	3	0	0	0	0	0	0	2	1	0	0	1	0	0	0
Instructor, Economics	2	0	0	0	0	0	0	0	0	2	1	0	1	0	0	0	0

The Complete AAP Pro™ 12.2022.1219.1

# Workforce Analysis

41 CFR Section 60-2.11 (c)

#### School of Liberal Arts & Sciences

Lab Titla	Total				М	ale							Fen	nale			
Job Title	Emps	Total	wнi	BLK	HIS	ASI	AMI	PH	тwo	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo
Instructor, Sociology	2	1	1	0	0	0	0	0	0	1	0	0	0	0	0	0	1
Associate Dean	1	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Dean	1	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
# Provost	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Department To Departmer		25 45.5%	21 38.2%	2 3.6%	1 1.8%	1 1.8%	0 0%	0 0%	0 0%	30 54.5%	19 34.5%	2 3.6%	3 5.5%	4 7.3%	0 0%	1 1.8%	1 1.8%

# Workforce Analysis

41 CFR Section 60-2.11 (c)

### School of Protective and Human Services

1.55 TA1.	Total				Ma	ale							Fen	nale			
Job Title	Emps	Total	WНI	BLK	HIS	ASI	AMI	РН	тwo	Total	wнı	BLK	HIS	ASI	AMI	РН	тwо
Barbering Technologist Aide	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
~ Law Enforcement Training Technician	1	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Barber Cosmetology Aide	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
~ Instructor, Law Enforcement Academy	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Culinary Arts Technical Assistant	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
~ Culinary Arts Technical Assistant	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Instructor, Horticulture	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
~ Instructor, Horticulture	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Horticulture Technician	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Catering Technical Assistant	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Dean Associate	4	0	0	0	0	0	0	0	0	4	2	0	1	1	0	0	0
Service Occupations Assistant	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Instructor, Barber/Cosmetology	7	2	1	1	0	0	0	0	0	5	4	1	0	0	0	0	0
~ Instructor, Barber/Cosmetology	1	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
Instructor, Emergency Medical Services	2	1	1	0	0	0	0	0	0	1	1	0	0	0	0	0	0
~ Instructor, Emergency Medical Services	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Barber/Cosmetologist Apprenticeship	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Instructor, Culinary Arts	2	1	1	0	0	0	0	0	0	1	1	0	0	0	0	0	0

©2023 Yocom and McKee, Inc.

The Complete AAP Pro™ 12.2022.1219.1

# Workforce Analysis

41 CFR Section 60-2.11 (c)

### **School of Protective and Human Services**

L.L. <b>7</b> 20.	Total				Ма	ale							Fen	nale			
Job Title	Emps	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO
Instructor, Veterinary Sciences Program Clinical	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Instructor, Horticulture/Urban Agriculture	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Manager, Talent Acquisition	1	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0
Instructor, Hospitality Management Program	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Instructor, Early Childhood Education	2	0	0	0	0	0	0	0	0	2	2	0	0	0	0	0	0
Instructor, Law Enforcement/Range Master	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Fire Science/EMT	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, AODA/Human Services	2	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Student Support Counselor	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Instructor, Urban Forestry	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Interior Design	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Instructor, Human Services	3	2	1	1	0	0	0	0	0	1	1	0	0	0	0	0	0
Instructor/Program, Director-Veterinary Technician	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Interpreter Technician	1	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	1
Director, Marketing and Communications	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Instructor, Fire Science	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Marketing	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0

# Workforce Analysis

41 CFR Section 60-2.11 (c)

### **School of Protective and Human Services**

	Total				Ма	le							Fen	nale			
Job Title	Emps	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo	Total	wнı	BLK	HIS	ASI	AMI	РН	тwo
Instructor, Criminal Justice	3	1	1	0	0	0	0	0	0	2	1	1	0	0	0	0	0
Director, Law Enforcement Training	1	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0
Associate Dean, Protective and Human Services	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
# Dean, Business Workforce Solutions	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
# Dean, School of Business and Transportation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
# Vice President, Diversity, Equity & Inclusion	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
# Vice President, Human Resources	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dean, School of Protective and Human Servic	1	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
# Provost	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
# Vice President, Community & Government Relations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Department Totals: Department %:	56 100%	21 37.5%	16 28.6%	3 5.4%	1 1.8%	0 0%	1 1.8%	0 0%	0 0%	35 62.5%	28 50%	3 5.4%	2 3.6%	1 1.8%	0 0%	0 0%	1 1.8%

# Workforce Analysis

41 CFR Section 60-2.11 (c)

### **Facilities and Security**

lah T:41a	Total	_			Ма	ale							Fen	nale			
Job Title	Emps	Total	wнi	BLK	HIS	ASI	AMI	РН	тwo	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo
Cleaner	3	2	2	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Mail Services Technician	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Custodian	30	20	8	10	2	0	0	0	0	10	7	0	3	0	0	0	0
~ Custodian	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mechanic	7	7	4	1	2	0	0	0	0	0	0	0	0	0	0	0	0
Manager, Facilities	3	3	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Director, Facilities & Security	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Associate Vice President, Facilities and Security	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
# Vice President, Administration & CFO	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Department Totals : Department % :	47 100%	35 74.5%	19 40.4%	12 25.5%	4 8.5%	0 0%	0 0%	0 0%	0 0%	12 25.5%	9 19.1%	0 0%	3 6.4%	0 0%	0 0%	0 0%	0 0%

# Workforce Analysis

41 CFR Section 60-2.11 (c)

### School of Pre-College and Momentum Programs

1.1.700.	Total				Ма	ale							Fen	nale			
Job Title	Emps	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo	Total	ωні	BLK	HIS	ASI	AMI	PH	тwo
Data Specialist	1	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
Campus Affairs Associate	1	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
Dean Associate	1	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
Transition Specialist	2	0	0	0	0	0	0	0	0	2	0	1	1	0	0	0	0
Coordinator, Gateway Promise	2	1	0	1	0	0	0	0	0	1	0	1	0	0	0	0	0
Instructor, Adult High School/History	1	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0
Instructor, Adult Basic Education/Reading	1	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0
Project Director, Workforce Innovation	1	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
Instructor, Adult Basic Education	7	3	2	0	1	0	0	0	0	4	3	0	1	0	0	0	0
Instructor, English Language Learner	3	1	1	0	0	0	0	0	0	2	1	0	1	0	0	0	0
Instructor, Adult Learning Center	2	0	0	0	0	0	0	0	0	2	2	0	0	0	0	0	0
Instructor, Adult High School/Communication	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Adult Basic Education/English Language Learner	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Instructor, Adult High School/Social Science	1	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
Dean, Pre-College Programs Division	1	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
# Provost	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

# Workforce Analysis

41 CFR Section 60-2.11 (c)

### School of Pre-College and Momentum Programs

Job Title	Total				Ма	ale							Fem	nale			
Job Title	Emps	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo	Total	WHI	BLK	HIS	ASI	AMI	РН	тwo
Department Totals : Department % :		6 23.1%	4 15.4%	1 3.8%	1 3.8%	0 0%	0 0%	0 0%	0 0%	20 76.9%	7 26.9%	8 30.8%	5 19.2%	0 0%	0 0%	0 0%	0 0%

# Workforce Analysis

41 CFR Section 60-2.11 (c)

### Learning Success

1.1. 724.	Total				Ма	ale							Fem	nale			
Job Title	Emps	Total	WHI	BLK	HIS	ASI	AMI	РН	тwo	Total	WHI	BLK	HIS	ASI	AMI	РН	TWO
~ Library Assistant I	1	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0
Welcome Center Associate, Learning Success Center	2	0	0	0	0	0	0	0	0	2	0	2	0	0	0	0	0
Library Technician	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Testing Specialist	4	2	1	0	0	0	1	0	0	2	2	0	0	0	0	0	0
~ Testing Specialist	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Library Technician Cataloging/Acquisitions	3	2	2	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Library Technician-District Lead	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Learning Success Coach	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Coordinator, Impact Program	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Dean Associate	1	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
Coordinator, Student Life	2	0	0	0	0	0	0	0	0	2	2	0	0	0	0	0	0
Coordinator, International Education	1	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Learning Success Center	3	0	0	0	0	0	0	0	0	3	3	0	0	0	0	0	0
Librarian	3	0	0	0	0	0	0	0	0	3	3	0	0	0	0	0	0
Director, Testing Services	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Dean, Learning Success	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
# Provost	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

# Workforce Analysis

41 CFR Section 60-2.11 (c)

Learning Success

Job Title	Total				Ma	ale							Fen	nale			
Job Tille	Emps	Total	WHI	BLK	HIS	ASI	ΑΜΙ	PH	тwo	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo
Department Totals : Department % :		6 22.2%	4 14.8%	1 3.7%	0 0%	0 0%	1 3.7%	0 0%	0 0%	21 77.8%	17 63%	3 11.1%	1 3.7%	0 0%	0 0%	0 0%	0 0%

# Workforce Analysis

41 CFR Section 60-2.11 (c)

### School of Manufacturing, Engineering, and IT

L.L. <b>7</b> 20.	Total				Ма	ale							Fen	nale			
Job Title	Emps	Total	WHI	BLK	HIS	ASI	AMI	РН	тwo	Total	wнı	BLK	HIS	ASI	AMI	РН	тwo
Dean Associate	2	0	0	0	0	0	0	0	0	2	2	0	0	0	0	0	0
Machine Maintenance Technician/Materials Expeditor	3	3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, CNC Technology	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, CNC	2	2	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, HVAC	2	2	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Facilities Maintenance/Building Trades	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Electromech Tech	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Welding	7	7	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Advanced Manufacturing	3	3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Computer Support Specialist	2	1	1	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Instructor, WEB/Software Developer	2	1	1	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Instructor, Electrical Engineering	1	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0
Instructor, Information Technology	2	1	0	0	0	1	0	0	0	1	1	0	0	0	0	0	0
Instructor, Electrical Engineering Technology	2	1	1	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Instructor, Mechanical Design	3	3	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, WEB	2	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Sharepoint	1	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0

# Workforce Analysis

41 CFR Section 60-2.11 (c)

### School of Manufacturing, Engineering, and IT

	Total				Ma	ale							Fen	nale			
Job Title	Emps	Total	WHI	BLK	HIS	ASI	AMI	РН	тwo	Total	WHI	BLK	HIS	ASI	AMI	РН	тwo
Instructor, Electromech Tech - Keno	2	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, CNC/Machine Tool	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, CIS Network/Microcomputer Specialist	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Electronics	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Civil Engineering/Structural	2	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Cis Network Specialist	2	0	0	0	0	0	0	0	0	2	2	0	0	0	0	0	0
Instructor, CIS Microcomputer Specialist	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Instructor, CIS Programmer/Analyst & Micro Specialist	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dean, School of Manufacturing, Engineering, and IT	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
# Provost	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Department Totals : Department % :	49 100%	40 81.6%	34 69.4%	1 2%	2 4.1%	2 4.1%	0 0%	1 2%	0 0%	9 18.4%	9 18.4%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%

# Workforce Analysis

41 CFR Section 60-2.11 (c)

### School of Business and Transportation

	Total				Ма	ale		_					Ferr	nale			
Job Title	Emps	Total	WНI	BLK	HIS	ASI	AMI	PH	тwo	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo
Dean Associate	2	0	0	0	0	0	0	0	0	2	2	0	0	0	0	0	0
Tool Crib/Preventative Maintenance Technician	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Learning Success Coach	1	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
Instructor, CDL/Truck Driving	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aeronautics Instructional Assistant	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Automotive Technology	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Auto/Diesel	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Instructor, Diesel Program	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Diesel Technology	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Leadership Development	2	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Marketing	2	0	0	0	0	0	0	0	0	2	2	0	0	0	0	0	0
Instructor, Business Management	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Instructor, Automotive Technician	3	3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Aeronautics	2	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Automotive	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Motorcycle, Marine and Outdoor Power Products	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Accounting	5	1	1	0	0	0	0	0	0	4	4	0	0	0	0	0	0
Instructor, Administrative Professional	4	0	0	0	0	0	0	0	0	4	1	1	2	0	0	0	0

©2023 Yocom and McKee, Inc.

The Complete AAP Pro™ 12.2022.1219.1

# Workforce Analysis

41 CFR Section 60-2.11 (c)

#### **School of Business and Transportation**

Job Title	Total				М	ale							Fen	nale			
Job Hile	Emps	Total	WHI	BLK	HIS	ASI	AMI	РН	тwo	Total	WНI	BLK	HIS	ASI	AMI	РН	тwo
Instructor, Graphic Communications	3	1	0	0	0	1	0	0	0	2	2	0	0	0	0	0	0
Instructor, Professional Communications	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Supply Chain Management	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Director and Chief Pilot, Aeronautics Program	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Business Management/Marketing	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dean, School of Business and Transportation	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
# Dean, Learning Success	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
# Provost	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Department Totals : Department % :	39 100%	21 53.8%	20 51.3%	0 0%	0 0%	1 2.6%	0 0%	0 0%	0 0%	18 46.2%	14 35.9%	2 5.1%	2 5.1%	0 0%	0 0%	0 0%	0 0%

# Workforce Analysis

41 CFR Section 60-2.11 (c)

### **President's Office**

Job Title	Total				M	ale							Fen	nale			
	Emps	Total	wнi	BLK	HIS	ASI	AMI	РН	тwo	Total	WНI	BLK	HIS	ASI	AMI	РН	тwo
Administrative Assistant	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Executive Assistant to the President	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
# President/CEO	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Department Totals : Department % :	2 100%	0 0%	2 100%	2 100%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%							

# Workforce Analysis

41 CFR Section 60-2.11 (c)

#### **President/CEO**

	loh Title	Total				M	ale							Fen	nale			
	Job Title	Emps	Total	WHI	BLK	HIS	ASI	AMI	РН	тwo	Total	wнı	BLK	HIS	ASI	AMI	РН	тwo
President/CEO		1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Department Totals: Department %:	1 100%	1 100%	1 100%	0 0%													

# Workforce Analysis

41 CFR Section 60-2.11 (c)

### **Academic Operations**

Job Title	Total				Ma	ale							Fem	ale			
JOD TITLE	Emps	Total	WНI	BLK	HIS	ASI	AMI	РН	тwo	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO
~ Academic Operations Aide	3	0	0	0	0	0	0	0	0	3	1	0	1	0	0	0	1
Dean Associate	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Administrative Assistant, Executive VP/Provost	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Scheduling Specialist	5	0	0	0	0	0	0	0	0	5	3	1	1	0	0	0	0
Dean, Academic Operations Division	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
# Provost	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
# Executive Vice President/Provost	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Department Totals : Department % :	11 100%	0 0%	11 100%	7 63.6%	1 9.1%	2 18.2%	0 0%	0 0%	0 0%	1 9.1%							

# Workforce Analysis

41 CFR Section 60-2.11 (c)

### **Community and Government Relations**

	Total				Ма	ale							Fen	nale			
Job Title	Emps	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo	Total	WНI	BLK	HIS	ASI	AMI	РН	тwo
~ Fine Arts Director	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
~ Marketing Technician-Web & Social Media	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
~ Manager, Center for Sustainable Living Program	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Marketing Support Associate	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Marketing & Communication Associate	1	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0
Foundation Database Specialist	1	1	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0
Digital Marketing & Content Strategist	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Digital Production Technician	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Administrative Assistant	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Marketing Communication Specialist	2	1	1	0	0	0	0	0	0	1	1	0	0	0	0	0	0
WEB Designer	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Marketing Specialist - Creative and Graphic Design	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Project Manager, Marketing Communications (traffic Manager)	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Manager, Community Relations and Communications	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
News Director	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manager, Communications and Media Relations	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0

©2023 Yocom and McKee, Inc.

The Complete AAP Pro™ 12.2022.1219.1

# Workforce Analysis

41 CFR Section 60-2.11 (c)

#### **Community and Government Relations**

Job Title	Total				Ma	ale							Fen	nale			
	Emps	Total	WHI	BLK	HIS	ASI	AMI	РН	тwo	Total	wнı	BLK	HIS	ASI	AMI	РН	тwo
Marketing Specialist - Creative	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
# Director, Marketing and Communications	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
General Manager, WGTD- FM91.1	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Foundation Executive Director	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
# Vice President, Community & Government Relations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Department Totals : Department % :	20 100%	9 45%	8 40%	0 0%	0 0%	0 0%	0 0%	0 0%	1 5%	11 55%	10 50%	0 0%	1 5%	0 0%	0 0%	0 0%	0 0%

# Workforce Analysis

41 CFR Section 60-2.11 (c)

#### **Business and Workforce Solutions**

1.1. 74.	Total				Ma	ale							Fen	nale			
Job Title	Emps	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo	Total	wнı	BLK	HIS	ASI	AMI	PH	тwo
Dean Associate	2	0	0	0	0	0	0	0	0	2	1	1	0	0	0	0	0
Fab Lab Technician	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Coordinator, Customized Training	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Administrative Assistant, Business and Workforce Solutions	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Coordinator, Apprenticeship	1	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0
Coordinator, Fab Lab	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, CNC Machining	2	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manager, Business & Community Outreach	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Instructor, CNC/Tool & Die	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Tool & Die Apprenticeship	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Electrical Construction Apprenticeship	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Account Manager, Business & Workforce Solutions	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Instructor, Supervision/Leadership	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Instructor, Electromechanical Maintenance Technician	2	2	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Advanced Manufacturing	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Mathematics	1	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0

# Workforce Analysis

41 CFR Section 60-2.11 (c)

### **Business and Workforce Solutions**

Job Title	Total				Ма	ale							Fen	nale			
	Emps	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo	Total	ωні	BLK	HIS	ASI	AMI	РН	тwo
Dean, Business Workforce Solutions	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
# Vice President, Business and Workforce Solutions	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Department Totals: Department %:	20 100%	12 60%	10 50%	2 10%	0 0%	0 0%	0 0%	0 0%	0 0%	8 40%	6 30%	1 5%	1 5%	0 0%	0 0%	0 0%	0 0%

# Workforce Analysis

41 CFR Section 60-2.11 (c)

#### **Business Office**

Lab 7341a	Total				Ma	ale				_			Fen	nale			
Job Title	Emps	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo	Total	WНI	BLK	HIS	ASI	AMI	РН	тwo
Accounting Associate	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Accounts Payable Associate	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Business Office Associate	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Grant Accounting Analyst	1	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	1
Accounts Receivable Associate	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Finance A/P Associate	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Purchasing Agent	2	0	0	0	0	0	0	0	0	2	2	0	0	0	0	0	0
Budget Analyst	1	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
Financial Specialist	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Manager, Accounting	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Assistant to CFO - VP of Finance / Risk Mgmt. Coordinator	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Director, Budgets and Purchasing	1	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0
Controller	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
# Vice President, Administration & CFO	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Department Totals : Department % :	14 100%	2 14.3%	1 7.1%	0 0%	0 0%	0 0%	1 7.1%	0 0%	0 0%	12 85.7%	10 71.4%	1 7.1%	0 0%	0 0%	0 0%	0 0%	1 7.1%

# Workforce Analysis

41 CFR Section 60-2.11 (c)

#### Institutional Effectiveness

	Total				Ма	ale							Fen	nale			
Job Title	Emps	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo
Institutional Effectiveness Associate	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Program Effectiveness Specialist	1	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Coordinator, Student Success Programming	1	0	0	0	0	0	0	0	0	1	0	0	0	1	0	0	0
Administrative Assistant	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Grants Administrator	2	0	0	0	0	0	0	0	0	2	1	0	0	1	0	0	0
Manager, Research Services	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Manager, Business Intelligence	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Manager, Employee Learning	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Manager, Organizational Excellence	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Project Manager, Title III	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Director, Career Pathways and Program Effectiveness	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Instructional Design Strategist	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Instructional Technologist	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Associate Vice President, Research, Planning, & Development	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
# Provost	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

# Workforce Analysis

41 CFR Section 60-2.11 (c)

Institutional Effectiveness

Job Title	Total				Ма	ale							Fen	nale			
Job Tille	Emps	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo
Department Totals : Department % :	15 100%	3 20%	2 13.3%	0 0%	1 6.7%	0 0%	0 0%	0 0%	0 0%	12 80%	10 66.7%	0 0%	0 0%	2 13.3%	0 0%	0 0%	0 0%

# Workforce Analysis

41 CFR Section 60-2.11 (c)

Learning Innovation Division

	Total				Ma	ale							Fen	nale			
Job Title	Emps	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo
Computer Support Technician	16	13	9	1	3	0	0	0	0	3	2	0	1	0	0	0	0
Learning Innovation Division Support Specialist	2	0	0	0	0	0	0	0	0	2	2	0	0	0	0	0	0
Distance Learning Support Technician	2	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Network Engineer	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Infrastructure Computer Technician	4	4	2	1	1	0	0	0	0	0	0	0	0	0	0	0	0
Administrative Assistant, Learning Innovation/CIO	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Local Area Network Technician	3	2	1	1	0	0	0	0	0	1	0	1	0	0	0	0	0
ERP Systems Administrator	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Cyber Security Analyst	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Wide Area Network Technician	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Local Area Network/Communication Technician	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
IIoT Technician	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Coordinator, Network Operations	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Programmer/Analyst	4	2	2	0	0	0	0	0	0	2	1	0	0	1	0	0	0
Manager, Campus Technology - User Experience	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Director, Information Systems	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Director, Information Technology - User Experience	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0

©2023 Yocom and McKee, Inc.

The Complete AAP Pro™ 12.2022.1219.1

# Workforce Analysis

41 CFR Section 60-2.11 (c)

Learning Innovation Division

Job Title	Total				Ма	le							Fen	nale			
	Emps	Total	WHI	BLK	HIS	ASI	AMI	РН	тwo	Total	ωні	BLK	HIS	ASI	AMI	РН	тwo
Director, Information Technology	2	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0
# Vice President, Learning Innovation and CIO	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Department Totals : Department % :	44 100%	34 77.3%	27 61.4%	3 6.8%	4 9.1%	0 0%	0 0%	0 0%	0 0%	10 22.7%	7 15.9%	1 2.3%	1 2.3%	1 2.3%	0 0%	0 0%	0 0%

# Workforce Analysis

41 CFR Section 60-2.11 (c)

### Office of Diversity, Equity, and Inclusion

1.0 T 141.	Total				Ма	le							Fem	nale			
Job Title	Emps	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo	Total	WHI	BLK	HIS	ASI	AMI	РН	тwo
~ Student Support Counselor - TRiO	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Administrative Assistant, Vp of Diversity Equity & Inclusion	1	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	1
Student Support Specialist (Multicultural)	1	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
Disability Support Specialist	3	1	1	0	0	0	0	0	0	2	2	0	0	0	0	0	0
Student Support Specialist	3	1	0	1	0	0	0	0	0	2	0	1	1	0	0	0	0
Student Support Specialist (Veterans)	2	2	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Coordinator, TRIO Program	1	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0
Student Support Counselor	2	0	0	0	0	0	0	0	0	2	2	0	0	0	0	0	0
Director, Compliance	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Disability Support Services	6	1	1	0	0	0	0	0	0	5	5	0	0	0	0	0	0
# Vice President, Diversity, Equity & Inclusion	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Department Totals: Department %:	21 100%	7 33.3%	5 23.8%	1 4.8%	1 4.8%	0 0%	0 0%	0 0%	0 0%	14 66.7%	9 42.9%	2 9.5%	2 9.5%	0 0%	0 0%	0 0%	1 4.8%

# Workforce Analysis

41 CFR Section 60-2.11 (c)

#### **Executive Leadership Committee**

Job Title	Total				Ма	ale			_				Fen	nale			
JOD IITIE	Emps	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo
Vice President, Diversity, Equity & Inclusion	1	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
Vice President, Human Resources	1	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
Vice President, Business and Workforce Solutions	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Vice President, Administration & CFO	1	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
Vice President, Student Services and Enrollment Management	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Provost	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Vice President, Community & Government Relations	1	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Vice President, Learning Innovation and CIO	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Executive Vice President/Provost	1	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
# President/CEO	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Department Totals : Department % :	9 100%	3 33.3%	3 33.3%	0 0%	0 0%	0 0%	0 0%	0 0%	0 0%	6 66.7%	2 22.2%	4 44.4%	0 0%	0 0%	0 0%	0 0%	0 0%
# : Manages more than one department ~ : Part	-time																
Plan Totals : Plan % :	613 100%	248 40.5%	190 31%	28 4.6%	19 3.1%	6 1%	3 0.5%	1 0.2%	1 0.2%	365 59.5%	261 42.6%	44 7.2%	42 6.9%	10 1.6%	0 0%	1 0.2%	7 1.1%

#### PLACEMENT OF INCUMBENTS IN JOB GROUPS, WORKFORCE BY JOB GROUP, AND WORKFORCE BY JOB GROUP - ANNOTATIONS 41 CFR Sections 60-2.1e, 60-2.12, 60-2.13, 60-2.17(b)(1)

Gateway Technical College groups jobs with similar content, wage rates, and opportunities into job groups. This analysis includes a list of the job titles that constitute each job group. The Job Group Analysis includes a list of the job titles that comprise each job group, and states separately the percentage of minorities and the percentage of women Gateway Technical College employs in each established job group.

Gateway Technical College prepares a separate Job Group Annotations report, that lists employees who are included in an affirmative action program for an establishment other than the one in which the employees are located, and identifies the actual location of such employees.

# Job Group Analysis

41 CFR Section 60-2.12-13

#### 1A : Executive Admin-Executive or Sr Level

				Ма	ale							Fen	nale			
Job Title	Total	WHI	BLK	HIS	ASI	AMI	РН	тwo	Total	ωні	BLK	HIS	ASI	AMI	РН	тwo
Executive Vice President/Provost	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
President/CEO	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Provost	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Vice President, Administration & CFO	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
Vice President, Business and Workforce Solutions	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Vice President, Community & Government Relations	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Vice President, Diversity, Equity & Inclusion	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
Vice President, Human Resources	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
Vice President, Learning Innovation and CIO	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Vice President, Student Services and Enrollment Management	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Job Group Totals :	4	4	0	0	0	0	0	0	6	2	4	0	0	0	0	0
Job Group Percentages :	40	40	0	0	0	0	0	0	60	20	40	0	0	0	0	0
~ : Part-time																

# Job Group Analysis

41 CFR Section 60-2.12-13

#### 1B : Executive Admin - Director

				Ма	ale							Fer	nale			
Job Title	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo
Assistant Director, Financial Aid	0	0	0	0	0	0		0 C	1	1	0	0	0	0	0	0
Controller	1	1	0	0	0	0	(	0 C	0	0	0	0	0	0	0	0
Director and Chief Pilot, Aeronautics Program	1	1	0	0	0	0	(	0 C	0	0	0	0	0	0	0	0
Director, Academic Advising	0	0	0	0	0	0	(	0 C	1	0	0	1	0	0	0	0
Director, Admissions & Student Services Center	0	0	0	0	0	0	(	0 C	1	1	0	0	0	0	0	0
Director, Budgets and Purchasing	1	0	0	0	0	1	(	0 C	0	0	0	0	0	0	0	0
Director, Career Pathways and Program Effectiveness	0	0	0	0	0	0	(	0 C	1	1	0	0	0	0	0	0
Director, Compliance	1	1	0	0	0	0	(	0 C	0	0	0	0	0	0	0	0
Director, Employee/Labor Relations	1	1	0	0	0	0	(	0 C	0	0	0	0	0	0	0	0
Director, Facilities & Security	1	1	0	0	0	0	(	0 C	0	0	0	0	0	0	0	0
Director, High School Partnerships	0	0	0	0	0	0	(	0 C	1	1	0	0	0	0	0	0
Director, Human Resources	0	0	0	0	0	0	(	0 0	1	1	0	0	0	0	0	0
Director, Information Systems	1	1	0	0	0	0	(	0 0	0	0	0	0	0	0	0	0
Director, Information Technology	2	2	0	0	0	0	(	0 0	0	0	0	0	0	0	0	0
Director, Information Technology - User Experience	1	1	0	0	0	0	(	0 0	0	0	0	0	0	0	0	0
Director, Law Enforcement Training	1	0	0	0	0	1	(	0 0	0	0	0	0	0	0	0	0
Director, Marketing and Communications	0	0	0	0	0	0	(	0 C	1	1	0	0	0	0	0	0
Director, Recruitment	0	0	0	0	0	0	(	0 0	1	0	0	0	1	0	0	0
Director, School of Health	0	0	0	0	0	0	(	0 0	1	1	0	0	0	0	0	0
Director, Simulation Operations	0	0	0	0	0	0	(	0 0	1	1	0	0	0	0	0	0
Director, Student Financial Accounting	0	0	0	0	0	0	(	0 C	1	1	0	0	0	0	0	0
Director, Student Financial Aid	0	0	0	0	0	0	(	0 C	1	0	1	0	0	0	0	0
Director, Student Services Center	0	0	0	0	0	0	(	0 C	1	0	0	1	0	0	0	0
Director, Student Services Elkhorn	1	1	0	0	0	0	(	0 C	0	0	0	0	0	0	0	0
Director, Student Services Racine	0	0	0	0	0	0	(	0 C	1	0	1	0	0	0	0	0

©2023 Yocom and McKee, Inc.

The Complete AAP Pro™ 12.2022.1219.1

# Job Group Analysis

41 CFR Section 60-2.12-13

#### 1B : Executive Admin - Director

				M	ale							Fen	nale			
Job Title	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo
Director, Testing Services	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Foundation Executive Director	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
General Manager, WGTD- FM91.1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Registrar	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Job Group Totals :	14	12	0	0	0	2	0	0	16	11	2	2	1	0	0	C
Job Group Percentages :	46.7	40	0	0	0	6.7	0	0	53.3	36.7	6.7	6.7	3.3	0	0	0

# Job Group Analysis

41 CFR Section 60-2.12-13

#### 1C : Executive Admin - Dean

				Ma	ale							Fen	nale			
Job Title	Total	WHI	BLK	HIS	ASI	AMI	РН	тwo	Total	wнi	BLK	HIS	ASI	AMI	РН	тwo
Dean	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Dean, Academic Operations Division	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Dean, Business Workforce Solutions	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dean, Learning Success	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dean, Pre-College Programs Division	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
Dean, School of Business and Transportation	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Dean, School of Health	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Dean, School of Manufacturing, Engineering, and IT	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dean, School of Protective and Human Servic	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Job Group Totals :	5	3	1	1	0	0	0	0	4	3	1	0	0	0	0	0
Job Group Percentages :	55.6	33.3	11.1	11.1	0	0	0	0	44.4	33.3	11.1	0	0	0	0	0

# Job Group Analysis

41 CFR Section 60-2.12-13

#### 1D : Executive Admin - Assoc/Assist

				Ма	ale							Ferr	nale			
Job Title	Total	WHI	BLK	HIS	ASI	AMI	РН	тwo	Total	WНI	BLK	HIS	ASI	AMI	РН	тwo
Associate Dean	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Associate Dean, Protective and Human Services	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Associate Dean, School of Health	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Associate Registrar	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Associate Vice President, Facilities and Security	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Associate Vice President, Research, Planning, & Development	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Job Group Totals :	4	2	2	0	0	0	0	°.	2	2	0	0	0	0	0	0
Job Group Percentages :	66.7	33.3	33.3	0	0	0	0	0	33.3	33.3	0	0	0	0	0	0

# Job Group Analysis

41 CFR Section 60-2.12-13

#### 1E : Executive Admin - LI Manager

				Ма	le							Fer	nale			
Job Title	Total	WHI	BLK	HIS	ASI	AMI	РН	тwo	Total	wнi	BLK	HIS	ASI	AMI	PH	тwo
Account Manager, Business & Workforce Solutions	0	0	0	0	0	0	(	0 0	1	1	0	0	0	0	0	0
Manager, Accounting	0	0	0	0	0	0	(	0 0	1	1	0	0	0	0	0	0
Manager, Benefits	0	0	0	0	0	0	(	0 0	1	1	0	0	0	0	0	0
Manager, Business & Community Outreach	0	0	0	0	0	0	(	0 0	1	1	0	0	0	0	0	0
Manager, Business Intelligence	1	1	0	0	0	0	(	0 0	0	0	0	0	0	0	0	0
Manager, Campus Technology - User Experience	1	1	0	0	0	0	(	0 0	0	0	0	0	0	0	0	0
Manager, Career and Employment Services	1	1	0	0	0	0	(	0 0	0	0	0	0	0	0	0	0
~Manager, Center for Sustainable Living Program	0	0	0	0	0	0	(	0 0	1	1	0	0	0	0	0	0
Manager, Communications and Media Relations	1	1	0	0	0	0	(	0 0	0	0	0	0	0	0	0	0
Manager, Community Relations and Communications	0	0	0	0	0	0	(	0 0	1	1	0	0	0	0	0	0
Manager, Customer Relationship Management (crm) Technology	0	0	0	0	0	0	(	) 0	1	1	0	0	0	0	0	0
Manager, Dual Credit	0	0	0	0	0	0	(	0 0	1	1	0	0	0	0	0	0
Manager, Employee Learning	0	0	0	0	0	0	(	0 0	1	1	0	0	0	0	0	0
Manager, Facilities	3	2	1	0	0	0	(	0 0	0	0	0	0	0	0	0	0
Manager, Organizational Excellence	0	0	0	0	0	0	(	0 0	1	1	0	0	0	0	0	0
Manager, Payroll	1	1	0	0	0	0	(	0 0	0	0	0	0	0	0	0	0
Manager, Research Services	0	0	0	0	0	0	(	0 0	1	1	0	0	0	0	0	0
Manager, Student Finance Compliance	0	0	0	0	0	0	(	0 0	1	1	0	0	0	0	0	0
Manager, Talent Acquisition	0	0	0	0	0	0	(	0 0	1	0	0	1	0	0	0	0
Project Manager, Marketing Communications (traffic Manager)	0	0	0	0	0	0	(	0 0	1	1	0	0	0	0	0	0
Project Manager, Title III	1	1	0	0	0	0	(	0 0	0	0	0	0	0	0	0	0
Job Group Totals :	9	8	1	0	0	0	(	) 0	14	13			0		0	0
Job Group Percentages :	39.1	34.8	4.3	0	0	0	(	0 0	60.9	56.5	0	4.3	0	0	0	0
~ : Part-time																

©2023 Yocom and McKee, Inc.

The Complete AAP Pro™ 12.2022.1219.1

# Job Group Analysis

41 CFR Section 60-2.12-13

### 2A : Faculty

				Ma	ale							Fer	nale			
Job Title	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo	Total	wнı	BLK	HIS	ASI	AMI	РН	тwo
Aeronautics Instructional Assistant	1	1	0	0	0	0	C	0	0	0	0	0	0	0	0	0
Instructor, Accounting	1	1	0	0	0	0	C	0	4	4	0	0	0	0	0	0
Instructor, Administrative Professional	0	0	0	0	0	0	C	0	4	1	1	2	0	0	0	0
Instructor, Adult Basic Education	3	2	0	1	0	0	C	0	4	3	0	1	0	0	0	0
Instructor, Adult Basic Education/English Language Learner	0	0	0	0	0	0	C	0	1	1	0	0	0	0	0	0
Instructor, Adult Basic Education/Reading	0	0	0	0	0	0	C	0	1	0	0	1	0	0	0	0
Instructor, Adult High School/Communication	1	1	0	0	0	0	C	0	0	0	0	0	0	0	0	0
Instructor, Adult High School/History	0	0	0	0	0	0	C	0	1	0	0	1	0	0	0	0
Instructor, Adult High School/Social Science	0	0	0	0	0	0	C	0	1	0	1	0	0	0	0	0
Instructor, Adult Learning Center	0	0	0	0	0	0	C	0	2	2	0	0	0	0	0	0
Instructor, Aeronautics	2	2	0	0	0	0	C	0	0	0	0	0	0	0	0	0
Instructor, AODA/Human Services	2	2	0	0	0	0	C	0	0	0	0	0	0	0	0	0
Instructor, Barber/Cosmetologist Apprenticeship	0	0	0	0	0	0	C	0	1	1	0	0	0	0	0	0
Instructor, Barber/Cosmetology	2	1	1	0	0	0	C	0	5	4	1	0	0	0	0	0
~Instructor, Barber/Cosmetology	0	0	0	0	0	0	C	0	1	0	1	0	0	0	0	0
Instructor, Business Management	0	0	0	0	0	0	C	0	1	1	0	0	0	0	0	0
Instructor, Business Management/Marketing	1	1	0	0	0	0	C	0	0	0	0	0	0	0	0	0
Instructor, Communications	3	3	0	0	0	0	C	0	12	10	0	0	1	0	1	0
Instructor, Communications Skills	0	0	0	0	0	0	C	0	1	0	1	0	0	0	0	0
Instructor, Computer Support Specialist	1	1	0	0	0	0	C	0	1	1	0	0	0	0	0	0
Instructor, Criminal Justice	1	1	0	0	0	0	C	0	2	1	1	0	0	0	0	0
Instructor, Culinary Arts	1	1	0	0	0	0	C	0	1	1	0	0	0	0	0	0
Instructor, Dental Assistant	0	0	0	0	0	0	C	0	2	2	0	0	0	0	0	0
Instructor, Early Childhood Education	0	0	0	0	0	0	C	0	2	2	0	0	0	0	0	0
Instructor, English Language Learner	1	1	0	0	0	0	C	0	2	1	0	1	0	0	0	0

©2023 Yocom and McKee, Inc. The Complete AAP Pro™ 12.2022.1219.1

# Job Group Analysis

41 CFR Section 60-2.12-13

### 2A : Faculty

				Ма	le							Fen	nale			
Job Title	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo	Total	WHI	BLK	HIS	ASI	AMI	РН	тwo
Instructor, Facilities Maintenance/Building Trades	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Gateway to Success	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Graphic Communications	1	0	0	0	1	0	0	0	2	2	0	0	0	0	0	0
Instructor, Hospitality Management Program	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Instructor, Interior Design	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Instructor, Interpreter Technician	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	1
Instructor, Leadership Development	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Learning Success Center	0	0	0	0	0	0	0	0	3	3	0	0	0	0	0	0
Instructor, Life Sciences	3	3	0	0	0	0	0	0	2	1	0	0	1	0	0	0
Instructor, Marketing	1	1	0	0	0	0	0	0	2	2	0	0	0	0	0	0
Instructor, Mathematics	5	3	1	0	1	0	0	0	5	4	0	0	1	0	0	0
Instructor, Mathematics/Physics	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Medical Assistant	1	1	0	0	0	0	0	0	3	2	0	1	0	0	0	0
Instructor, Nursing Assistant	0	0	0	0	0	0	0	0	5	5	0	0	0	0	0	0
Instructor, Professional Communications	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Psychology	2	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Psychology/Sociology	1	1	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Instructor, Reading & Developmental Writing	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Instructor, Social Sciences (VanGuard)	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Instructor, Supervision/Leadership	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Instructor, Supply Chain Management	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Job Group Totals :	41	35	3	1	2	0	0	0	78	60	6	7	3	0	1	1
Job Group Percentages :	34.5	29.4	2.5	0.8	1.7	0	0	0	65.5	50.4	5	5.9	2.5	0	0.8	0.8

# Job Group Analysis

41 CFR Section 60-2.12-13

### 2B : Faculty - Special

				Ма	ale							Fer	nale			
Job Title	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo
Instructional Design Strategist	0	0	0	0	0	0	(	0 0	1	1	0	0	0	0	0	0
Instructional Technologist	0	0	0	0	0	0	(	0 0	1	1	0	0	0	0	0	0
Instructor, Automotive	1	1	0	0	0	0	(	0 0	0	0	0	0	0	0	0	0
Instructor, Automotive Technician	3	3	0	0	0	0	(	0 0	0	0	0	0	0	0	0	0
Instructor, Automotive Technology	1	1	0	0	0	0	(	0 0	0	0	0	0	0	0	0	0
Instructor, Emergency Medical Services	1	1	0	0	0	0	(	0 0	1	1	0	0	0	0	0	0
~Instructor, Emergency Medical Services	1	1	0	0	0	0	(	0 0	0	0	0	0	0	0	0	0
Instructor, Fire Science	1	1	0	0	0	0	(	0 0	0	0	0	0	0	0	0	0
Instructor, Fire Science/EMT	1	1	0	0	0	0	(	0 0	0	0	0	0	0	0	0	0
Instructor, Health Information Technology	0	0	0	0	0	0	(	0 0	2	1	1	0	0	0	0	0
Instructor, Horticulture	0	0	0	0	0	0	(	0 0	1	1	0	0	0	0	0	0
~Instructor, Horticulture	1	1	0	0	0	0	(	0 0	0	0	0	0	0	0	0	0
Instructor, Horticulture/Urban Agriculture	0	0	0	0	0	0	(	0 0	1	1	0	0	0	0	0	0
Instructor, Human Services	2	1	1	0	0	0	(	0 0	1	1	0	0	0	0	0	0
~Instructor, Law Enforcement Academy	1	1	0	0	0	0	(	0 0	0	0	0	0	0	0	0	0
Instructor, Law Enforcement/Range Master	1	1	0	0	0	0	(	0 0	0	0	0	0	0	0	0	0
Instructor, Natural Science	3	3	0	0	0	0	(	0 0	1	0	0	0	1	0	0	0
Instructor, Nursing	2	0	0	2	0	0	(	0 0	31	27	3	0	1	0	0	0
Instructor, Physical Therapist Assistant	0	0	0	0	0	0	(	0 0	1	1	0	0	0	0	0	0
Instructor, Sharepoint	1	0	0	0	1	0	(	0 0	0	0	0	0	0	0	0	0
Instructor, Sociology	1	1	0	0	0	0	(	0 0	1	0	0	0	0	0	0	1
Instructor, Spanish	1	1	0	0	0	0	(	0 0	0	0	0	0	0	0	0	0
Instructor, WEB	2	2	0	0	0	0	(	0 0	0	0	0	0	0	0	0	0
Program Director/Instructor, Physical Therapy	0	0	0	0	0	0	(	0 0	1	1	0	0	0	0	0	0

# Job Group Analysis

41 CFR Section 60-2.12-13

### 2B : Faculty - Special

				Ma	le							Fen	nale			
Job Title	Total	WНI	BLK	HIS	ASI	AMI	PH	тwo	Total	wнı	BLK	HIS	ASI	ΑΜΙ	PH	тwo
Job Group Totals : Job Group Percentages :	24 35.8	20 29.9	1 1.5	2 3	1 1.5	0 0	0 0	0 0	43 64.2	36 53.7	4 6	0 0	2 3	0 0	0 0	1 1.5

# Job Group Analysis

41 CFR Section 60-2.12-13

### 2C : Faculty - HTP

				Ma	ale							Fer	nale			
Job Title	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo	Total	WHI	BLK	HIS	ASI	AMI	РН	тwo
Instructor, Advanced Manufacturing	4	4	0	0	0	0		0 0	0	0	0	0	0	0	0	0
Instructor, Anatomy and Physiology and Microbiology	0	0	0	0	0	0		0 0	1	0	0	1	0	0	0	0
Instructor, Auto/Diesel	0	0	0	0	0	0		0 0	1	1	0	0	0	0	0	0
Instructor, CDL/Truck Driving	1	1	0	0	0	0		0 0	0	0	0	0	0	0	0	0
Instructor, CIS Microcomputer Specialist	0	0	0	0	0	0		0 0	1	1	0	0	0	0	0	0
Instructor, Cis Network Specialist	0	0	0	0	0	0		0 0	2	2	0	0	0	0	0	0
Instructor, CIS Network/Microcomputer Specialist	1	1	0	0	0	0		0 0	0	0	0	0	0	0	0	0
Instructor, CIS Programmer/Analyst & Micro Specialist	1	1	0	0	0	0		0 0	0	0	0	0	0	0	0	0
Instructor, Civil Engineering/Structural	2	2	0	0	0	0		0 0	0	0	0	0	0	0	0	0
Instructor, CNC	2	1	0	1	0	0		0 0	0	0	0	0	0	0	0	0
Instructor, CNC Machining	2	2	0	0	0	0		0 0	0	0	0	0	0	0	0	0
Instructor, CNC Technology	1	1	0	0	0	0		0 0	0	0	0	0	0	0	0	0
Instructor, CNC/Machine Tool	1	1	0	0	0	0		0 0	0	0	0	0	0	0	0	0
Instructor, CNC/Tool & Die	1	1	0	0	0	0		0 0	0	0	0	0	0	0	0	0
Instructor, Diesel Program	1	1	0	0	0	0		0 0	0	0	0	0	0	0	0	0
Instructor, Diesel Technology	1	1	0	0	0	0		0 0	0	0	0	0	0	0	0	0
Instructor, Disability Support Services	1	1	0	0	0	0		0 0	5	5	0	0	0	0	0	0
Instructor, Economics	0	0	0	0	0	0		0 0	2	1	0	1	0	0	0	0
Instructor, Electrical Construction Apprenticeship	1	1	0	0	0	0		0 0	0	0	0	0	0	0	0	0
Instructor, Electrical Engineering	1	0	0	0	0	0		1 0	0	0	0	0	0	0	0	0
Instructor, Electrical Engineering Technology	1	1	0	0	0	0		0 0	1	1	0	0	0	0	0	0
Instructor, Electromech Tech	1	1	0	0	0	0		0 0	0	0	0	0	0	0	0	0
Instructor, Electromech Tech - Keno	2	2	0	0	0	0		0 0	0	0	0	0	0	0	0	0
Instructor, Electromechanical Maintenance Technician	2	1	1	0	0	0		0 0	0	0	0	0	0	0	0	0
Instructor, Electronics	1	1	0	0	0	0		0 0	0	0	0	0	0	0	0	0

©2023 Yocom and McKee, Inc. The Complete AAP Pro™ 12.2022.1219.1

# Job Group Analysis

41 CFR Section 60-2.12-13

### 2C : Faculty - HTP

				Ма	ale							Fen	nale			
Job Title	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO	Total	wнi	BLK	HIS	ASI	AMI	PH	тwo
Instructor, HVAC	2	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Information Technology	1	0	0	0	1	0	0	0	1	1	0	0	0	0	0	0
Instructor, Mechanical Design	3	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Motorcycle, Marine and Outdoor Power Products	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Surgical Technology	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Instructor, Tool & Die Apprenticeship	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Urban Forestry	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor, Veterinary Sciences Program Clinical	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Instructor, WEB/Software Developer	1	1	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Instructor, Welding	7	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Instructor/Program, Director-Veterinary Technician	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Job Group Totals :	46	40	2	2	1	0	1	0	17	15	0	2	0	0	0	0
Job Group Percentages :	73	63.5	3.2	3.2	1.6	0	1.6	0	27	23.8	0	3.2	0	0	0	0

# Job Group Analysis

41 CFR Section 60-2.12-13

#### 3A : Professional - Counselor

				Ma	ale							Ferr	nale			
Job Title	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo
Academic Adviser	5	3	1	0	1	0	0	0	11	4	1	6	0	0	0	0
Career Counselor	2	1	0	0	1	0	0	0	1	1	0	0	0	0	0	0
Student Support Counselor	0	0	0	0	0	0	0	0	3	3	0	0	0	0	0	0
~Student Support Counselor - TRiO	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Transfer Credit Specialist	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Job Group Totals :	8	5	1	0	2	0	0	0	16	9	1	6	0	0	0	0
Job Group Percentages :	33.3	20.8	4.2	0	8.3	0	0	0	66.7	37.5	4.2	25	0	0	0	0

# Job Group Analysis

41 CFR Section 60-2.12-13

#### 3BA : Professional A - Specialist

				Ма	ale							Ferr	nale			
Job Title	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo
Budget Analyst	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
HRIS Business Analyst	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
Marketing Specialist - Creative	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Marketing Specialist - Creative and Graphic Design	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Purchasing Agent	0	0	0	0	0	0	0	0	2	2	0	0	0	0	0	0
Student Accounts Specialist	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
Job Group Totals :	1	1	0	0	0	0	0	0	6	3	3	0	0	0	0	0
Job Group Percentages :	14.3	14.3	0	0	0	0	0	0	85.7	42.9	42.9	0	0	0	0	0

# Job Group Analysis

41 CFR Section 60-2.12-13

#### 3BH : Professional H - Specialist

				Ма	ale							Fen	nale			
Job Title	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo
~CRM Specialist	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Data Specialist	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
Grant Accounting Analyst	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	1
Marketing Communication Specialist	1	1	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Science Technical Assistant	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Testing Specialist	2	1	0	0	0	1	0	0	2	2	0	0	0	0	0	0
~Testing Specialist	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Transition Specialist	0	0	0	0	0	0	0	0	2	0	1	1	0	0	0	0
Job Group Totals :	5	4	0	0	0	1	0	0	9	5	2	1	0	0	0	1
Job Group Percentages :	35.7	28.6	0	0	0	7.1	0	0	64.3	35.7	14.3	7.1	0	0	0	7.1
~ : Part-time																

# Job Group Analysis

41 CFR Section 60-2.12-13

#### 3CA : Professional - Other

				Ма	ale							Fem	ale			
Job Title	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo
Clinical Coordinator, School of Heath	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Grants Administrator	0	0	0	0	0	0	0	0	2	1	0	0	1	0	0	0
Human Resources Generalist	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Librarian	0	0	0	0	0	0	0	0	3	3	0	0	0	0	0	0
News Director	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Project Director, Workforce Innovation	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
Job Group Totals :	1	1	0	0	0	0	0	0	8	6	1	0	1	0	0	0
Job Group Percentages :	11.1	11.1	0	0	0	0	0	0	88.9	66.7	11.1	0	11.1	0	0	0

# Job Group Analysis

41 CFR Section 60-2.12-13

### 3CH : Professional H - Other

				M	ale							Ferr	nale			
Job Title	Total	WHI	BLK	HIS	ASI	AMI	РН	тwo	Total	wнi	BLK	HIS	ASI	AMI	РН	тwo
Coordinator, Customized Training	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Job Group Totals : Job Group Percentages :	0 0	1 100	1 100	0 0	0 0	0 0	0 0	0 0	0 0							

# Job Group Analysis

41 CFR Section 60-2.12-13

#### 3D : Professional - Student Support

				Ma	ale								Fer	nale			
Job Title	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo	0	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo
College Access Outreach Specialist	0	0	0	0	0	(	)	0	0	1	0	0	1	0	0	0	0
Coordinator, Covid Response	0	0	0	0	0	(	)	0	0	1	1	0	0	0	0	0	0
Coordinator, Gateway Promise	1	0	1	0	0	(	)	0	0	1	0	1	0	0	0	0	0
Coordinator, Impact Program	0	0	0	0	0	(	)	0	0	1	1	0	0	0	0	0	0
Coordinator, International Education	1	0	1	0	0	(	)	0	0	0	0	0	0	0	0	0	0
Coordinator, Student Life	0	0	0	0	0	(	)	0	0	2	2	0	0	0	0	0	0
Coordinator, TRIO Program	0	0	0	0	0	(	)	0	0	1	0	0	1	0	0	0	0
Disability Support Specialist	1	1	0	0	0	(	)	0	0	2	2	0	0	0	0	0	0
Dual Credit Specialist	0	0	0	0	0	(	)	0	0	1	1	0	0	0	0	0	0
Financial Aid Specialist-Awarding	0	0	0	0	0	(	)	0	0	1	1	0	0	0	0	0	0
Financial Aid Specialist-Reporting & Reconciliation	0	0	0	0	0	(	)	0	0	1	1	0	0	0	0	0	0
Financial Aid-Communication and SAP	1	1	0	0	0	(	)	0	0	0	0	0	0	0	0	0	0
Financial Specialist	0	0	0	0	0	(	)	0	0	1	1	0	0	0	0	0	0
Health & Technology Learning Center (HTLC) Assistant	1	1	0	0	0	(	)	0	0	6	6	0	0	0	0	0	0
Learning Success Coach	0	0	0	0	0	(	)	0	0	2	1	1	0	0	0	0	0
New Student Specialist	2	1	0	1	0	(	)	0	0	6	3	2	1	0	0	0	0
Registration Specialist	1	0	0	1	0	(	)	0	0	0	0	0	0	0	0	0	0
Service Occupations Assistant	0	0	0	0	0	(	)	0	0	1	1	0	0	0	0	0	0
Student Accounts Associate	0	0	0	0	0	(	)	0	0	2	1	0	1	0	0	0	0
Student Accounts School Certifying Official	0	0	0	0	0	(	)	0	0	2	1	0	0	0	0	0	1
Student Finance Specialist	0	0	0	0	0	(	)	0	0	5	2	2	1	0	0	0	0
Student Support Specialist	1	0	1	0	0	(	)	0	0	2	0	1	1	0	0	0	0
Student Support Specialist (Multicultural)	0	0	0	0	0	(	)	0	0	1	0	1	0	0	0	0	0
Student Support Specialist (Veterans)	2	1	0	1	0	(	)	0	0	0	0	0	0	0	0	0	0

# Job Group Analysis

41 CFR Section 60-2.12-13

### 3D : Professional - Student Support

				Ма	le							Fem	ale			
Job Title	Total	WНI	BLK	HIS	ASI	AMI	PH	тwo	Total	WHI	BLK	HIS	ASI	ΑΜΙ	PH	тwo
- Job Group Totals : Job Group Percentages :	11 21.6			3 5.9	0 0	0 0	0 0	0 0	40 78.4	25 49	8 15.7	6 11.8	0 0	0 0	0 0	1 2

# Job Group Analysis

41 CFR Section 60-2.12-13

#### 4AA : Clerical - AA

				Ма	ale							Fen	nale			
Job Title	Total	WHI	BLK	HIS	ASI	AMI	PH	TWO	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo
Assistant to CFO - VP of Finance / Risk Mgmt. Coordinator	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Executive Assistant to the President	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Job Group Totals :	0	0	0	0	0	0	0	0	2	2	0	0	0	0	0	0
Job Group Percentages :	0	0	0	0	0	0	0	0	100	100	0	0	0	0	0	0

# Job Group Analysis

41 CFR Section 60-2.12-13

#### 4AH : Clerical H - AA

				Ма	ale							Fen	nale			
Job Title	Total	WHI	BLK	HIS	ASI	AMI	РН	тwo	Total	WНI	BLK	HIS	ASI	AMI	РН	тwo
Accounting Associate	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Accounts Payable Associate	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Accounts Receivable Associate	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Administrative Assistant	0	0	0	0	0	0	0	0	3	3	0	0	0	0	0	0
Administrative Assistant, Business and Workforce Solutions	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Administrative Assistant, Executive VP/Provost	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Administrative Assistant, Learning Innovation/CIO	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Administrative Assistant, Vp of Diversity Equity & Inclusion	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	1
Administrative Assistant, Vp of Student Services_enroll Mgmt	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
Admissions Specialist	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Contact Center Associate	0	0	0	0	0	0	0	0	5	3	2	0	0	0	0	0
Coordinator, Apprenticeship	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0
Dual Credit Registration Associate	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Finance A/P Associate	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Library Technician	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Library Technician Cataloging/Acquisitions	2	2	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Library Technician-District Lead	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Scheduling Specialist	0	0	0	0	0	0	0	0	5	3	1	1	0	0	0	0
Student Express Associate	0	0	0	0	0	0	0	0	3	1	0	2	0	0	0	0
Student Express Associate/Campus Cashier	1	1	0	0	0	0	0	0	3	1	0	2	0	0	0	0
Job Group Totals :	3	3	0	0	0	0	0	-	34	23	4	6	0	0	0	1
Job Group Percentages :	8.1	8.1	0	0	0	0	0	0	91.9	62.2	10.8	16.2	0	0	0	2.7

# Job Group Analysis

41 CFR Section 60-2.12-13

#### 4B : Clerical - Associate

				Ма	ale							Fen	nale			
Job Title	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo
Admissions Associate	0	0	0	0	0	0	0	0	2	1	0	1	0	0	0	0
Background/Health Information Associate	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Business Office Associate	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Campus Affairs Associate	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0
Dean Associate	0	0	0	0	0	0	0	0	18	11	4	2	1	0	0	0
Financial Aid Associate	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
High School Partnership Associate	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Institutional Effectiveness Associate	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Marketing & Communication Associate	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0
Marketing Support Associate	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Registrar's Office Associate	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	1
Job Group Totals :	1	1	0	0	0	0	0	-	28	17	5	4	1	0	0	1
Job Group Percentages :	3.4	3.4	0	0	0	0	0	0	96.6	58.6	17.2	13.8	3.4	0	0	3.4

# Job Group Analysis

41 CFR Section 60-2.12-13

#### 4C : Clerical - Aide

				Ma	ale							Fen	nale			
Job Title	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo
~Academic Operations Aide	0	0	0	0	0	0	0	0	3	1	0	1	0	0	0	1
Barber Cosmetology Aide	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Barbering Technologist Aide	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Higher Education Emergency Fund Associate (Ite)	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
~Library Assistant I	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0
Welcome Center Associate	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Welcome Center Associate, Learning Success Center	0	0	0	0	0	0	0	0	2	0	2	0	0	0	0	0
Job Group Totals :	0	0	0	0	0	0	0	0	10	5	2	2	0	0	0	1
Job Group Percentages :	0	0	0	0	0	0	0	0	100	50	20	20	0	0	0	10

# Job Group Analysis

41 CFR Section 60-2.12-13

### 5AA : Technical A - Student Support

					Ma	ale							Fen	nale			
	Job Title	Total	WHI	BLK	HIS	ASI	AMI	РН	тwo	Total	WHI	BLK	HIS	ASI	AMI	РН	тwo
Coordinator, Fab Lab		1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Job Group Totals : Job Group Percentages :	1 100	1 100	0 0	0 0	0 0		0 0	0 0	0	0	0	0	0	0 0	0 0	0 0

# Job Group Analysis

41 CFR Section 60-2.12-13

#### 5AH : Technical H - Student

		Male							Female								
Job Title	Total	WНI	BLK	HIS	ASI	AMI	PH	тwo	Total	wнı	BLK	HIS	ASI	AMI	PH	тwo	
Catering Technical Assistant	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	
Coordinator, Student Success Programming	0	0	0	0	0	0	0	0	1	0	0	0	1	0	0	0	
Culinary Arts Technical Assistant	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	
~Culinary Arts Technical Assistant	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	
Digital Marketing & Content Strategist	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	
Digital Production Technician	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	
Distance Learning Support Technician	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Fab Lab Technician	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
~Fine Arts Director	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Horticulture Technician	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	
~Law Enforcement Training Technician	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	
~Marketing Technician-Web & Social Media	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Payroll Technician	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	
Virtual Learning Specialist	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	
Job Group Totals :	6	5	0	1	0	0	0	0	9	7	0	1	1	0	0	0	
Job Group Percentages :	40	33.3	0	6.7	0	0	0	0	60	46.7	0	6.7	6.7	0	0	0	

# Job Group Analysis

41 CFR Section 60-2.12-13

#### 5DA : Technical A - Computer

	Male						Female									
Job Title	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo
IIoT Technician	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	(
Network Engineer	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	(
Programmer/Analyst	2	2	0	0	0	0	0	0	2	1	0	0	1	0	0	
WEB Designer	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	(
Job Group Totals :	5	5	0	0	0	0	0	0	2	1	0	0	1	0	0	(
Job Group Percentages :	71.4	71.4	0	0	0	0	0	0	28.6	14.3	0	0	14.3	0	0	C

# Job Group Analysis

41 CFR Section 60-2.12-13

#### **5DH : Technical H - Computer**

				Ма	ale							Fen	nale			
Job Title	Total	WHI	BLK	HIS	ASI	AMI	РН	тwo	Total	WHI	BLK	HIS	ASI	AMI	РН	тwo
Business Analyst, Student Services Systems	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Computer Support Technician	13	9	1	3	0	0	0	0	3	2	0	1	0	0	0	0
Coordinator, Network Operations	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Cyber Security Analyst	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
ERP Systems Administrator	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Foundation Database Specialist	1	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0
Infrastructure Computer Technician	4	2	1	1	0	0	0	0	0	0	0	0	0	0	0	0
Learning Innovation Division Support Specialist	0	0	0	0	0	0	0	0	2	2	0	0	0	0	0	0
Local Area Network Technician	2	1	1	0	0	0	0	0	1	0	1	0	0	0	0	0
Local Area Network/Communication Technician	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Program Effectiveness Specialist	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Wide Area Network Technician	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Job Group Totals :	25	16	3	5	0	0	0	1	8	6	1	1	0	0	0	0
Job Group Percentages :	75.8	48.5	9.1	15.2	0	0	0	3	24.2	18.2	3	3	0	0	0	0

# Job Group Analysis

41 CFR Section 60-2.12-13

#### 7A : Service - Custodian

	Male						Female									
Job Title	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo
Cleaner	2	2	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Custodian	20	8	10	2	0	0	0	0	10	7	0	3	0	0	0	0
~Custodian	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mail Services Technician	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0
Tool Crib/Preventative Maintenance Technician	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Job Group Totals :	24	12	10	2	0	0	0	0	12	9	0	3	0	0	0	0
Job Group Percentages :	66.7	33.3	27.8	5.6	0	0	0	0	33.3	25	0	8.3	0	0	0	0

# Job Group Analysis

41 CFR Section 60-2.12-13

#### 7B : Service - Mechanic

				Ma	ale							Fem	nale			
Job Title	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo	Total	WHI	BLK	HIS	ASI	AMI	PH	тwo
Machine Maintenance Technician/Materials Expeditor	3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mechanic	7	4	1	2	0	0	0	0	0	0	0	0	0	0	0	0
Job Group Totals :	10	7	1	2	0	0	0	0	0	0	0	0	0	0	0	0
Job Group Percentages :	100	70	10	20	0	0	0	0	0	0	0	0	0	0	0	0
~ : Part-time																
AAP Totals :	248	190	28	19	6	3	1	1	365	261	44	42	10	0	1	7
AAP Percentages :	40.5	31	4.6	3.1	1	0.5	0.2	0.2	59.5	42.6	7.2	6.9	1.6	0	0.2	1.1

#### DETERMINING AVAILABILITY 41 CFR Section 60-2.14

The purpose of the availability determination is to establish a benchmark against which the demographic composition of the incumbent workforce can be compared in order to determine whether barriers to equal employment opportunity may exist within particular job groups.

Gateway Technical College separately determines the availability of women and minorities for each job group using one or more of the following external and internal recruitment sources:

**1.** The percentage of minorities or women with requisite skills in the reasonable recruitment area. The reasonable recruitment area is defined as the geographical area from which the contractor usually seeks or reasonably could seek workers to fill the positions in question. 41 C.F.R. 60-2.14(c)(1). The most current U.S. Census data is used to derive the availability of women and minorities. If this recruitment method is used, it is because Gateway Technical College recruits, and many of its applicants live within the selected recruitment area, or because we plan on recruiting in this region in the future. Any recruitment practices unique to a job group are noted on the Availability Analysis.

**2.** The percentage of minorities or women in schools and training institutions where Gateway Technical College might reasonably recruit. If this recruitment method is used, it is because we post or plan to post available positions at local training institutions, or because many of the applicants who respond to open positions are graduates of these training institutions. Any recruitment practices unique to a job group are noted on the Availability Analysis.

**3.** The percentage of minorities or women among those promotable, transferable, and trainable within the contractor's organization. Trainable refers to those employees within the contractor's organization who could, with appropriate training that the contractor is reasonably able to provide, become promotable or transferable during the AAP year. 41 C.F.R. 60-2.14(c)(2). If this recruitment method is chosen, it is because we fill positions by recruiting from within the workforce either through promotions or transfers. Internal applicants normally apply for these positions. Any recruitment practices unique to a job group are noted on the Availability Analysis.

### **Availability Analysis**

41 CFR Section 60-2.14

### 1A : Executive Admin-Executive or Sr Level

		Fem	ales	Mino	rities
	Weight %	Raw %	Net %	Raw %	Net %
Census Area <sup>1</sup>	42%	55.2%	23.2%	16.6%	7.0%
Census Area <sup>2</sup>	43%	49.1%	21.1%	24.8%	10.7%
Training Institutions <sup>3</sup>	0%	0.0%	0.0%	0.0%	0.0%
Promotable <sup>4</sup>	15%	51.3%	7.7%	25.6%	3.8%
5	0%	0.0%	0.0%	0.0%	0.0%
Results					
Total Net Availability			52.0%		21.5%

<sup>1</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: District Wide

<sup>2</sup> 2014-2018 American Community Survey (1W-Worksite) --> C2100US : United States - Place of Work

<sup>4</sup> Internal promotions are from all jobs within job groups [Loc: ELKH] 1B, 1B, [Loc: RACI] 1B, [Loc: BURL] 1C, [Loc: HCTT] 1C, [Loc: IMET] 1C, 1C and [Loc: RACI] 1C.

The Company has used the term 'Availability' herein as referenced by government affirmative action regulations and has selected statistics for these analyses in compliance with such regulations. The use of such terms and statistics does not indicate the Company's agreement that the geographic areas are appropriate or that the sources of statistics are the most relevant. The terms have no legal or factual significance outside the context of the Affirmative Action Program and in no way suggest any wrongdoing by the Company.

### **Availability Analysis**

41 CFR Section 60-2.14

### 1B : Executive Admin - Director

		Fem	ales	Mino	rities
	Weight %	Raw %	Net %	Raw %	Net %
Census Area <sup>1</sup>	37.5%	54.7%	20.5%	17.6%	6.6%
Census Area <sup>2</sup>	37.5%	55.9%	21.0%	18.9%	7.1%
Training Institutions <sup>3</sup>	0%	0.0%	0.0%	0.0%	0.0%
Promotable <sup>4</sup>	25%	56.0%	14.0%	19.9%	5.0%
5	0%	0.0%	0.0%	0.0%	0.0%
Results					
Total Net Availability			55.5%		18.7%

<sup>1</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: District Wide

<sup>2</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: Milwaukee & Northern IL

<sup>4</sup> Internal promotions are from all jobs within job groups [Loc: BURL] 1C, [Loc: HCTT] 1C, [Loc: IMET] 1C, [Loc: RACI] 1C, [Loc: BURL] 2A, [Loc: ELKH] 2A, [Loc: HCTT] 2A, [Loc: IMET] 2A, 2A, [Loc: OC] 2A, [Loc: RACI] 2A, [Loc: RACI] 2A, [Loc: BURL] 2B, [Loc: ELKH] 2B, [Loc: HCTT] 2B, 2B, [Loc: OC] 2B, [Loc: RACI] 2B, [Loc: BURL] 2C, [Loc: ELKH] 2C, [Loc: HCTT] 2C, [Loc: IMET] 2C, 2C, [Loc: LKV] 2C, [Loc: RACI] 2C, [Loc: ELKH] 3A, 3A, [Loc: RACI] 3A and [Loc: RACI] 3BH.

The Company has used the term 'Availability' herein as referenced by government affirmative action regulations and has selected statistics for these analyses in compliance with such regulations. The use of such terms and statistics does not indicate the Company's agreement that the geographic areas are appropriate or that the sources of statistics are the most relevant. The terms have no legal or factual significance outside the context of the Affirmative Action Program and in no way suggest any wrongdoing by the Company.

\_

### **Availability Analysis**

41 CFR Section 60-2.14

### 1C : Executive Admin - Dean

		Fem	ales	Mino	rities
	Weight %	Raw %	Net %	Raw %	Net %
Census Area <sup>1</sup>	32.5%	58.5%	19.0%	17.4%	5.7%
Census Area <sup>2</sup>	32.5%	57.0%	18.5%	17.1%	5.6%
Training Institutions <sup>3</sup>	0%	0.0%	0.0%	0.0%	0.0%
Promotable <sup>4</sup>	35%	76.4%	26.7%	40.3%	14.1%
5	0%	0.0%	0.0%	0.0%	0.0%
Results					
Total Net Availability			64.2%		25.4%

<sup>1</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: District Wide

<sup>2</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: Milwaukee & Northern IL

<sup>4</sup> Internal promotions are from all jobs within job groups 3BA, 3BH and 3D.

The Company has used the term 'Availability' herein as referenced by government affirmative action regulations and has selected statistics for these analyses in compliance with such regulations. The use of such terms and statistics does not indicate the Company's agreement that the geographic areas are appropriate or that the sources of statistics are the most relevant. The terms have no legal or factual significance outside the context of the Affirmative Action Program and in no way suggest any wrongdoing by the Company.

### **Availability Analysis**

41 CFR Section 60-2.14

### 1D : Executive Admin - Assoc/Assist

		Fem	ales	Mino	rities
	Weight %	Raw %	Net %	Raw %	Net %
Census Area <sup>1</sup>	50%	60.0%	30.0%	16.9%	8.5%
Census Area <sup>2</sup>	50%	58.5%	29.3%	16.7%	8.4%
Training Institutions <sup>3</sup>	0%	0.0%	0.0%	0.0%	0.0%
Promotable <sup>4</sup>	0%	0.0%	0.0%	0.0%	0.0%
5	0%	0.0%	0.0%	0.0%	0.0%
Results	_				
Total Net Availability	•		59.2%		16.8%

<sup>1</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: District Wide

<sup>2</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: Milwaukee & Northern IL

The Company has used the term 'Availability' herein as referenced by government affirmative action regulations and has selected statistics for these analyses in compliance with such regulations. The use of such terms and statistics does not indicate the Company's agreement that the geographic areas are appropriate or that the sources of statistics are the most relevant. The terms have no legal or factual significance outside the context of the Affirmative Action Program and in no way suggest any wrongdoing by the Company.

\_

# **Availability Analysis**

41 CFR Section 60-2.14

## 1E : Executive Admin - LI Manager

		Females		Minorities	
	Weight %	Raw %	Net %	Raw %	Net %
Census Area <sup>1</sup>	32.5%	50.8%	16.5%	12.9%	4.2%
Census Area <sup>2</sup>	32.5%	49.4%	16.1%	16.3%	5.3%
Training Institutions <sup>3</sup>	0%	0.0%	0.0%	0.0%	0.0%
Promotable <sup>4</sup>	35%	76.4%	26.7%	40.3%	14.1%
5	0%	0.0%	0.0%	0.0%	0.0%
Results					
Total Net Availability			59.3%		23.6%

<sup>1</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: District Wide

<sup>2</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: Milwaukee & Northern IL

<sup>4</sup> Internal promotions are from all jobs within job groups 3BA, 3BH and 3D.

# **Availability Analysis**

41 CFR Section 60-2.14

# 2A : Faculty

		Females		Minorities	
	Weight %	Raw %	Net %	Raw %	Net %
Census Area <sup>1</sup>	50%	52.0%	26.0%	22.8%	11.4%
Census Area <sup>2</sup>	50%	57.5%	28.8%	21.8%	10.9%
Training Institutions <sup>3</sup>	0%	0.0%	0.0%	0.0%	0.0%
Promotable <sup>4</sup>	0%	0.0%	0.0%	0.0%	0.0%
5	0%	0.0%	0.0%	0.0%	0.0%
Results	_				
Total Net Availability	•		54.8%		22.3%

<sup>1</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: District Wide

<sup>2</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: Milwaukee & Northern IL

The Company has used the term 'Availability' herein as referenced by government affirmative action regulations and has selected statistics for these analyses in compliance with such regulations. The use of such terms and statistics does not indicate the Company's agreement that the geographic areas are appropriate or that the sources of statistics are the most relevant. The terms have no legal or factual significance outside the context of the Affirmative Action Program and in no way suggest any wrongdoing by the Company.

# **Availability Analysis**

41 CFR Section 60-2.14

## 2B : Faculty - Special

		Females		Minorities	
	Weight %	Raw %	Net %	Raw %	Net %
Census Area <sup>1</sup>	50%	53.0%	26.5%	22.6%	11.3%
Census Area <sup>2</sup>	50%	58.2%	29.1%	20.9%	10.5%
Training Institutions <sup>3</sup>	0%	0.0%	0.0%	0.0%	0.0%
Promotable <sup>4</sup>	0%	0.0%	0.0%	0.0%	0.0%
5	0%	0.0%	0.0%	0.0%	0.0%
Results					
Total Net Availability			55.6%		21.7%

<sup>1</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: District Wide

<sup>2</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: Milwaukee & Northern IL

# **Availability Analysis**

41 CFR Section 60-2.14

2C : Faculty - HTP

		Females		Minorities	
	Weight %	Raw %	Net %	Raw %	Net %
Census Area <sup>1</sup>	50%	34.2%	17.1%	25.2%	12.6%
Census Area <sup>2</sup>	50%	39.4%	19.7%	25.5%	12.8%
Training Institutions <sup>3</sup>	0%	0.0%	0.0%	0.0%	0.0%
Promotable <sup>4</sup>	0%	0.0%	0.0%	0.0%	0.0%
5	0%	0.0%	0.0%	0.0%	0.0%
Results					
Total Net Availability			36.8%		25.4%

<sup>1</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: District Wide

<sup>2</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: Milwaukee & Northern IL

# **Availability Analysis**

41 CFR Section 60-2.14

## 3A : Professional - Counselor

		Females		Minorities	
	Weight %	Raw %	Net %	Raw %	Net %
Census Area <sup>1</sup>	37.5%	79.8%	29.9%	21.4%	8.0%
Census Area <sup>2</sup>	37.5%	79.3%	29.7%	26.8%	10.1%
Training Institutions <sup>3</sup>	0%	0.0%	0.0%	0.0%	0.0%
Promotable <sup>4</sup>	25%	63.8%	16.0%	31.9%	8.0%
5	0%	0.0%	0.0%	0.0%	0.0%
Results					
Total Net Availability			75.6%		26.0%

<sup>1</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: District Wide

<sup>2</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: Milwaukee & Northern IL

<sup>4</sup> Internal promotions are from all jobs within job groups 1A, 3BA, [Loc: RACI] 3BH, 3BH, [Loc: ELKH] 3BH, [Loc: RACI] 3D, [Loc: IMET] 5AA, 5AA, [Loc: RACI] 5AH, [Loc: BURL] 5AH and 5AH.

# **Availability Analysis**

41 CFR Section 60-2.14

## **3BA : Professional A - Specialist**

		Females		Minorities	
	Weight %	Raw %	Net %	Raw %	Net %
Census Area <sup>1</sup>	42.5%	61.3%	26.1%	15.6%	6.6%
Census Area <sup>2</sup>	42.5%	57.7%	24.5%	20.4%	8.7%
Training Institutions <sup>3</sup>	0%	0.0%	0.0%	0.0%	0.0%
Promotable <sup>4</sup>	15%	92.3%	13.8%	28.2%	4.2%
5	0%	0.0%	0.0%	0.0%	0.0%
Results					
Total Net Availability			64.4%		19.5%

<sup>1</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: District Wide

<sup>2</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: Milwaukee & Northern IL

<sup>4</sup> Internal promotions are from all jobs within job groups 4AA, [Loc: ELKH] 4AH, 4AH, [Loc: IMET] 4AH and [Loc: RACI] 4AH.

# **Availability Analysis**

41 CFR Section 60-2.14

## **3BH : Professional H - Specialist**

		Females		Mino	rities
	Weight %	Raw %	Net %	Raw %	Net %
Census Area <sup>1</sup>	42.5%	59.6%	25.3%	13.8%	5.9%
Census Area <sup>2</sup>	42.5%	58.4%	24.8%	21.4%	9.1%
Training Institutions <sup>3</sup>	0%	0.0%	0.0%	0.0%	0.0%
Promotable <sup>4</sup>	15%	92.3%	13.8%	28.2%	4.2%
5	0%	0.0%	0.0%	0.0%	0.0%
Results					
Total Net Availability			63.9%		19.2%

<sup>1</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: District Wide

<sup>2</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: Milwaukee & Northern IL

<sup>4</sup> Internal promotions are from all jobs within job groups [Loc: BURL] 1C, 4AA, [Loc: ELKH] 4AH, [Loc: IMET] 4AH, 4AH and [Loc: RACI] 4AH.

# **Availability Analysis**

41 CFR Section 60-2.14

## 3CA : Professional - Other

		Females		Minorities	
	Weight %	Raw %	Net %	Raw %	Net %
Census Area <sup>1</sup>	50%	55.3%	27.7%	13.8%	6.9%
Census Area <sup>2</sup>	50%	59.5%	29.8%	19.6%	9.8%
Training Institutions <sup>3</sup>	0%	0.0%	0.0%	0.0%	0.0%
Promotable <sup>4</sup>	0%	0.0%	0.0%	0.0%	0.0%
5	0%	0.0%	0.0%	0.0%	0.0%
Results					
Total Net Availability			57.4%		16.7%

<sup>1</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: District Wide

<sup>2</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: Milwaukee & Northern IL

# **Availability Analysis**

41 CFR Section 60-2.14

## 3CH : Professional H - Other

		Females		Minorities	
	Weight %	Raw %	Net %	Raw %	Net %
Census Area <sup>1</sup>	50%	99.5%	49.8%	7.6%	3.8%
Census Area <sup>2</sup>	50%	95.6%	47.8%	19.3%	9.7%
Training Institutions <sup>3</sup>	0%	0.0%	0.0%	0.0%	0.0%
Promotable <sup>4</sup>	0%	0.0%	0.0%	0.0%	0.0%
5	0%	0.0%	0.0%	0.0%	0.0%
Results					
Total Net Availability	•		97.6%		13.4%

<sup>1</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: District Wide

<sup>2</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: Milwaukee & Northern IL

The Company has used the term 'Availability' herein as referenced by government affirmative action regulations and has selected statistics for these analyses in compliance with such regulations. The use of such terms and statistics does not indicate the Company's agreement that the geographic areas are appropriate or that the sources of statistics are the most relevant. The terms have no legal or factual significance outside the context of the Affirmative Action Program and in no way suggest any wrongdoing by the Company.

# **Availability Analysis**

41 CFR Section 60-2.14

## 3D : Professional - Student Support

		Females		Minorities	
	Weight %	Raw %	Net %	Raw %	Net %
Census Area <sup>1</sup>	42.5%	67.2%	28.6%	15.2%	6.5%
Census Area <sup>2</sup>	42.5%	68.4%	29.1%	21.9%	9.3%
Training Institutions <sup>3</sup>	0%	0.0%	0.0%	0.0%	0.0%
Promotable <sup>4</sup>	15%	81.9%	12.3%	34.5%	5.2%
5	0%	0.0%	0.0%	0.0%	0.0%
Results					
Total Net Availability			70.0%		21.0%

<sup>1</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: District Wide

<sup>2</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: Milwaukee & Northern IL

<sup>4</sup> Internal promotions are from all jobs within job groups [Loc: BURL] 3D, [Loc: ELKH] 3D, 3D, [Loc: RACI] 3D, 4AA, [Loc: ELKH] 4AH, [Loc: IMET] 4AH, 4AH, [Loc: RACI] 4AH, [Loc: ELKH] 4C, 4C, [Loc: RACI] 4C, [Loc: IMET] 5AA, 5AA, [Loc: BURL] 5AH, [Loc: IMET] 5AH, 5AH and [Loc: RACI] 5AH.

# **Availability Analysis**

41 CFR Section 60-2.14

## 4AA : Clerical - AA

		Females		Minorities	
	Weight %	Raw %	Net %	Raw %	Net %
Census Area <sup>1</sup>	60%	99.5%	59.7%	7.6%	4.6%
Census Area <sup>2</sup>	0%	0.0%	0.0%	0.0%	0.0%
Training Institutions <sup>3</sup>	0%	0.0%	0.0%	0.0%	0.0%
Promotable <sup>4</sup>	40%	97.4%	39.0%	41.0%	16.4%
5	0%	0.0%	0.0%	0.0%	0.0%
Results					
Total Net Availability	•		98.7%		21.0%

<sup>1</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: District Wide

<sup>4</sup> Internal promotions are from all jobs within job groups [Loc: BURL] 4B, [Loc: ELKH] 4B, [Loc: HCTT] 4B, [Loc: IMET] 4B, 4B, [Loc: RACI] 4B, [Loc: ELKH] 4C, 4C and [Loc: RACI] 4C.

The Company has used the term 'Availability' herein as referenced by government affirmative action regulations and has selected statistics for these analyses in compliance with such regulations. The use of such terms and statistics does not indicate the Company's agreement that the geographic areas are appropriate or that the sources of statistics are the most relevant. The terms have no legal or factual significance outside the context of the Affirmative Action Program and in no way suggest any wrongdoing by the Company.

# **Availability Analysis**

41 CFR Section 60-2.14

## 4AH : Clerical H - AA

		Females		Mino	rities
	Weight %	Raw %	Net %	Raw %	Net %
Census Area <sup>1</sup>	30%	87.9%	26.4%	12.9%	3.9%
Census Area <sup>2</sup>	30%	79.7%	23.9%	30.6%	9.2%
Training Institutions <sup>3</sup>	0%	0.0%	0.0%	0.0%	0.0%
Promotable <sup>4</sup>	40%	97.4%	39.0%	41.0%	16.4%
5	0%	0.0%	0.0%	0.0%	0.0%
Results					
Total Net Availability			89.3%		29.5%

<sup>1</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: District Wide

<sup>2</sup> 2014-2018 American Community Survey (1W-Worksite) --> 05000US55079 : Milwaukee County, Wisconsin

<sup>4</sup> Internal promotions are from all jobs within job groups [Loc: BURL] 4B, [Loc: ELKH] 4B, [Loc: HCTT] 4B, [Loc: IMET] 4B, 4B, [Loc: RACI] 4B, [Loc: ELKH] 4C, 4C and [Loc: RACI] 4C.

# **Availability Analysis**

41 CFR Section 60-2.14

## 4B : Clerical - Associate

		Females		Minorities	
	Weight %	Raw %	Net %	Raw %	Net %
Census Area <sup>1</sup>	60%	98.9%	59.3%	7.8%	4.7%
Census Area <sup>2</sup>	0%	0.0%	0.0%	0.0%	0.0%
Training Institutions <sup>3</sup>	0%	0.0%	0.0%	0.0%	0.0%
Promotable <sup>4</sup>	40%	100.0%	40.0%	50.0%	20.0%
5	0%	0.0%	0.0%	0.0%	0.0%
Results					
Total Net Availability	-		99.3%		24.7%

<sup>1</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: District Wide <sup>4</sup> Internal promotions are from all jobs within job groups [Loc: ELKH] 4C, 4C and [Loc: RACI] 4C.

The Company has used the term 'Availability' herein as referenced by government affirmative action regulations and has selected statistics for these analyses in compliance with such regulations. The use of such terms and statistics does not indicate the Company's agreement that the geographic areas are appropriate or that the sources of statistics are the most relevant. The terms have no legal or factual significance outside the context of the Affirmative Action Program and in no way suggest any wrongdoing by the Company.

-

# **Availability Analysis**

41 CFR Section 60-2.14

4C : Clerical - Aide

		Fem	ales	Mino	rities
	Weight %	Raw %	Net %	Raw %	Net %
Census Area <sup>1</sup>	100%	91.6%	91.6%	14.3%	14.3%
Census Area <sup>2</sup>	0%	0.0%	0.0%	0.0%	0.0%
Training Institutions <sup>3</sup>	0%	0.0%	0.0%	0.0%	0.0%
Promotable <sup>4</sup>	0%	0.0%	0.0%	0.0%	0.0%
5	0%	0.0%	0.0%	0.0%	0.0%
Results					
Total Net Availability			91.6%		14.3%

<sup>1</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: District Wide

# **Availability Analysis**

41 CFR Section 60-2.14

# 5AA : Technical A - Student Support

		Females		Minorities	
	Weight %	Raw %	Net %	Raw %	Net %
Census Area <sup>1</sup>	50%	29.6%	14.8%	18.0%	9.0%
Census Area <sup>2</sup>	50%	20.9%	10.5%	22.6%	11.3%
Training Institutions <sup>3</sup>	0%	0.0%	0.0%	0.0%	0.0%
Promotable <sup>4</sup>	0%	0.0%	0.0%	0.0%	0.0%
5	0%	0.0%	0.0%	0.0%	0.0%
Results	_				
Total Net Availability	•		25.2%		20.3%

<sup>1</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: District Wide

<sup>2</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: Milwaukee & Northern IL

The Company has used the term 'Availability' herein as referenced by government affirmative action regulations and has selected statistics for these analyses in compliance with such regulations. The use of such terms and statistics does not indicate the Company's agreement that the geographic areas are appropriate or that the sources of statistics are the most relevant. The terms have no legal or factual significance outside the context of the Affirmative Action Program and in no way suggest any wrongdoing by the Company.

# **Availability Analysis**

41 CFR Section 60-2.14

## 5AH : Technical H - Student

		Females		Minorities	
	Weight %	Raw %	Net %	Raw %	Net %
Census Area <sup>1</sup>	50%	38.5%	19.3%	19.7%	9.9%
Census Area <sup>2</sup>	50%	33.3%	16.7%	27.8%	13.9%
Training Institutions <sup>3</sup>	0%	0.0%	0.0%	0.0%	0.0%
Promotable <sup>4</sup>	0%	0.0%	0.0%	0.0%	0.0%
5	0%	0.0%	0.0%	0.0%	0.0%
Results	_				
Total Net Availability	•		35.8%		23.7%

<sup>1</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: District Wide

<sup>2</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: Milwaukee & Northern IL

The Company has used the term 'Availability' herein as referenced by government affirmative action regulations and has selected statistics for these analyses in compliance with such regulations. The use of such terms and statistics does not indicate the Company's agreement that the geographic areas are appropriate or that the sources of statistics are the most relevant. The terms have no legal or factual significance outside the context of the Affirmative Action Program and in no way suggest any wrongdoing by the Company.

# **Availability Analysis**

41 CFR Section 60-2.14

## **5DA : Technical A - Computer**

		Females		Minorities	
	Weight %	Raw %	Net %	Raw %	Net %
Census Area <sup>1</sup>	50%	24.9%	12.5%	16.4%	8.2%
Census Area <sup>2</sup>	50%	21.7%	10.9%	31.1%	15.6%
Training Institutions <sup>3</sup>	0%	0.0%	0.0%	0.0%	0.0%
Promotable <sup>4</sup>	0%	0.0%	0.0%	0.0%	0.0%
5	0%	0.0%	0.0%	0.0%	0.0%
Results	_				
Total Net Availability	•		23.2%		23.8%

<sup>1</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: District Wide

<sup>2</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: Milwaukee & Northern IL

The Company has used the term 'Availability' herein as referenced by government affirmative action regulations and has selected statistics for these analyses in compliance with such regulations. The use of such terms and statistics does not indicate the Company's agreement that the geographic areas are appropriate or that the sources of statistics are the most relevant. The terms have no legal or factual significance outside the context of the Affirmative Action Program and in no way suggest any wrongdoing by the Company.

# **Availability Analysis**

41 CFR Section 60-2.14

## 5DH : Technical H - Computer

		Females		Minorities	
	Weight %	Raw %	Net %	Raw %	Net %
Census Area <sup>1</sup>	50%	20.8%	10.4%	11.5%	5.8%
Census Area <sup>2</sup>	50%	28.9%	14.5%	27.7%	13.9%
Training Institutions <sup>3</sup>	0%	0.0%	0.0%	0.0%	0.0%
Promotable <sup>4</sup>	0%	0.0%	0.0%	0.0%	0.0%
5	0%	0.0%	0.0%	0.0%	0.0%
Results	_				
Total Net Availability	•		24.8%		19.6%

<sup>1</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: District Wide

<sup>2</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: Milwaukee & Northern IL

The Company has used the term 'Availability' herein as referenced by government affirmative action regulations and has selected statistics for these analyses in compliance with such regulations. The use of such terms and statistics does not indicate the Company's agreement that the geographic areas are appropriate or that the sources of statistics are the most relevant. The terms have no legal or factual significance outside the context of the Affirmative Action Program and in no way suggest any wrongdoing by the Company.

# **Availability Analysis**

41 CFR Section 60-2.14

## 7A : Service - Custodian

		Fem	ales	Mino	rities
	Weight %	Raw %	Net %	Raw %	Net %
Census Area <sup>1</sup>	100%	49.3%	49.3%	31.6%	31.6%
Census Area <sup>2</sup>	0%	0.0%	0.0%	0.0%	0.0%
Training Institutions <sup>3</sup>	0%	0.0%	0.0%	0.0%	0.0%
Promotable <sup>4</sup>	0%	0.0%	0.0%	0.0%	0.0%
5	0%	0.0%	0.0%	0.0%	0.0%
Results					
Total Net Availability			49.3%		31.6%

<sup>1</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: District Wide

# **Availability Analysis**

41 CFR Section 60-2.14

## 7B : Service - Mechanic

		Females		Minorities	
	Weight %	Raw %	Net %	Raw %	Net %
Census Area <sup>1</sup>	50%	5.0%	2.5%	19.1%	9.6%
Census Area <sup>2</sup>	50%	5.0%	2.5%	27.7%	13.9%
Training Institutions <sup>3</sup>	0%	0.0%	0.0%	0.0%	0.0%
Promotable <sup>4</sup>	0%	0.0%	0.0%	0.0%	0.0%
5	0%	0.0%	0.0%	0.0%	0.0%
Results	_				
Total Net Availability	•		5.0%		23.4%

<sup>1</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: District Wide

<sup>2</sup> 2014-2018 American Community Survey (1W-Worksite) --> [Custom Census Area] : GTC: Milwaukee & Northern IL

The Company has used the term 'Availability' herein as referenced by government affirmative action regulations and has selected statistics for these analyses in compliance with such regulations. The use of such terms and statistics does not indicate the Company's agreement that the geographic areas are appropriate or that the sources of statistics are the most relevant. The terms have no legal or factual significance outside the context of the Affirmative Action Program and in no way suggest any wrongdoing by the Company.

#### PLACEMENT GOALS - COMPARING INCUMBENCY TO AVAILABILITY 41 CFR Section 60-2.15(b), 60-2.16 (b)

Gateway Technical College compares the percentage of women and minorities in each job group determined pursuant to Sec. 60-2.13 with the availability for those job groups determined pursuant to Sec. 60-2.14. When the percentage of minorities or women employed in a particular job group is less than would reasonably be expected given their availability percentage in that particular job group, a placement goal is established in accordance with Sec. 60-2.16.

Placement goals serve as objectives or targets reasonably attainable by means of applying every good faith effort to make all aspects of the entire affirmative action program work. Placement goals are also used to measure progress toward achieving equal employment opportunity. The establishment of a goal under Sec. 60-2.15 is neither a finding nor an admission of discrimination. Where, pursuant to Sec. 60-2.15, a placement goal for a particular job group is established, a percentage goal is equal to the availability figure derived for women or minorities, as appropriate, for that job group.

In establishing placement goals, the following principles from Sec 60-2.16(e) also apply:

**1.** Placement goals are neither rigid nor inflexible quotas, nor are they considered to be either a ceiling or a floor for the employment of particular groups.

**2.** All employment decisions are made in a nondiscriminatory manner. Placement goals are not used to extend a preference to any individual, to select an individual, or to adversely affect an individual's employment status on the basis of that person's race, color, religion, sex, sexual orientation, gender identity, or national origin.

**3.** Placement goals do not create set-asides for specific groups, nor are they intended to achieve proportional representation or equal results.

4. Placement goals are not used to supersede merit selection principles.

# **Annual Goals Report**

41 CFR Sections 60-2.15, 60-2.16

## 1A : Executive Admin-Executive or Sr Level

Total Employees : 10

	Females	Minorities
Employee Count	6	4
Current Utilization	60.0%	40.0%
Total Availability	52.0%	21.5%
80% of Total Availability	41.6%	17.2%
80% Rule		
Placement Goal?*	No	No
Current Placement Goal * Whole Person Rule	0.0%	0.0%

# **Annual Goals Report**

41 CFR Sections 60-2.15, 60-2.16

## 1B : Executive Admin - Director

Total Employees : 30

	Females	Minorities
Employee Count	16	7
Current Utilization	53.3%	23.3%
Total Availability	55.5%	18.7%
80% of Total Availability	44.4%	15.0%
80% Rule		
Placement Goal?*	No	No
Current Placement Goal * Whole Person Rule	0.0%	0.0%

# **Annual Goals Report**

41 CFR Sections 60-2.15, 60-2.16

## 1C : Executive Admin - Dean

Total Employees : 9

-		
	Females	Minorities
Employee Count	4	3
Current Utilization	44.4%	33.3%
Total Availability	64.2%	25.4%
80% of Total Availability	51.4%	20.3%
80% Rule		
Placement Goal?*	No	No
Current Placement Goal * Whole Person Rule	0.0%	0.0%

# **Annual Goals Report**

41 CFR Sections 60-2.15, 60-2.16

## 1D : Executive Admin - Assoc/Assist

Total Employees : 6

	Females	Minorities
Employee Count	2	2
Current Utilization	33.3%	33.3%
Total Availability	59.2%	16.8%
80% of Total Availability	47.4%	13.4%
80% Rule		
Placement Goal?*	No	No
Current Placement Goal * Whole Person Rule	0.0%	0.0%

# **Annual Goals Report**

41 CFR Sections 60-2.15, 60-2.16

## 1E : Executive Admin - LI Manager

Total Employees : 23

Females	Minorities
14	2
60.9%	8.7%
59.3%	23.6%
47.4%	18.9%
No	Yes
0.0%	23.6%
	14 60.9% 59.3% 47.4% No

# **Annual Goals Report**

41 CFR Sections 60-2.15, 60-2.16

## 2A : Faculty

Total Employees : 119

	Females	Minorities
Employee Count	78	24
Current Utilization	65.5%	20.2%
Total Availability	54.8%	22.3%
80% of Total Availability	43.8%	17.8%
80% Rule		
Placement Goal?*	No	No
Current Placement Goal * Whole Person Rule	0.0%	0.0%

# **Annual Goals Report**

41 CFR Sections 60-2.15, 60-2.16

## 2B : Faculty - Special

Total Employees : 67

	Females	Minorities
Employee Count	43	11
Current Utilization	64.2%	16.4%
Total Availability	55.6%	21.7%
80% of Total Availability	44.5%	17.4%
80% Rule		
Placement Goal?*	No	No
Current Placement Goal * Whole Person Rule	0.0%	0.0%

# **Annual Goals Report**

41 CFR Sections 60-2.15, 60-2.16

# 2C : Faculty - HTP

Total Employees : 63

_		
	Females	Minorities
Employee Count	17	8
Current Utilization	27.0%	12.7%
Total Availability	36.8%	25.4%
80% of Total Availability	29.4%	20.3%
80% Rule		
Placement Goal?*	Yes	Yes
Current Placement Goal * Whole Person Rule	36.8%	25.4%

# **Annual Goals Report**

41 CFR Sections 60-2.15, 60-2.16

## 3A : Professional - Counselor

Total Employees : 24

	Females	Minorities
Employee Count	16	10
Current Utilization	66.7%	41.7%
Total Availability	75.6%	26.0%
80% of Total Availability	60.5%	20.8%
80% Rule		
Placement Goal?*	No	No
Current Placement Goal * Whole Person Rule	0.0%	0.0%

# **Annual Goals Report**

41 CFR Sections 60-2.15, 60-2.16

## **3BA : Professional A - Specialist**

Total Employees : 7

	Females	Minorities
Employee Count	6	3
Current Utilization	85.7%	42.9%
Total Availability	64.4%	19.5%
80% of Total Availability	51.5%	15.6%
80% Rule		
Placement Goal?*	No	No
Current Placement Goal * Whole Person Rule	0.0%	0.0%

# **Annual Goals Report**

41 CFR Sections 60-2.15, 60-2.16

## **3BH : Professional H - Specialist**

Total Employees : 14

	Females	Minorities
Employee Count	9	5
Current Utilization	64.3%	35.7%
Total Availability	63.9%	19.2%
80% of Total Availability	51.1%	15.4%
80% Rule		
Placement Goal?*	No	No
Current Placement Goal * Whole Person Rule	0.0%	0.0%
Placement Goal?* Current Placement Goal		

# **Annual Goals Report**

41 CFR Sections 60-2.15, 60-2.16

## 3CA : Professional - Other

Total Employees : 9

	Females	Minorities
Employee Count	8	2
Current Utilization	88.9%	22.2%
Total Availability	57.4%	16.7%
80% of Total Availability	45.9%	13.4%
80% Rule		
Placement Goal?*	No	No
Current Placement Goal * Whole Person Rule	0.0%	0.0%

# **Annual Goals Report**

41 CFR Sections 60-2.15, 60-2.16

## 3CH : Professional H - Other

Total Employees : 1

	Females	Minorities
Employee Count	1	0
Current Utilization	100.0%	0.0%
Total Availability	97.6%	13.4%
80% of Total Availability	78.1%	10.7%
80% Rule		
Placement Goal?*	No	No
Current Placement Goal * Whole Person Rule	0.0%	0.0%

# **Annual Goals Report**

41 CFR Sections 60-2.15, 60-2.16

## 3D : Professional - Student Support

Total Employees : 51

	Females	Minorities
Employee Count	40	21
Current Utilization	78.4%	41.2%
Total Availability	70.0%	21.0%
80% of Total Availability	56.0%	16.8%
80% Rule		
Placement Goal?*	No	No
Current Placement Goal * Whole Person Rule	0.0%	0.0%

# **Annual Goals Report**

41 CFR Sections 60-2.15, 60-2.16

## 4AA : Clerical - AA

Total Employees : 2

Females	Minorities
2	0
100.0%	0.0%
98.7%	21.0%
79.0%	16.8%
No	No
0.0%	0.0%
	2 100.0% 98.7% 79.0% No

# **Annual Goals Report**

41 CFR Sections 60-2.15, 60-2.16

### 4AH : Clerical H - AA

Total Employees : 37

	Females	Minorities
Employee Count	34	11
Current Utilization	91.9%	29.7%
Total Availability	89.3%	29.5%
80% of Total Availability	71.4%	23.6%
80% Rule		
Placement Goal?*	No	No
Current Placement Goal * Whole Person Rule	0.0%	0.0%

# **Annual Goals Report**

41 CFR Sections 60-2.15, 60-2.16

### 4B : Clerical - Associate

Total Employees : 29

	Females	Minorities
Employee Count	28	11
Current Utilization	96.6%	37.9%
Total Availability	99.3%	24.7%
80% of Total Availability	79.4%	19.8%
80% Rule		
Placement Goal?*	No	No
Current Placement Goal * Whole Person Rule	0.0%	0.0%

# **Annual Goals Report**

41 CFR Sections 60-2.15, 60-2.16

### 4C : Clerical - Aide

Total Employees : 10

	Females	Minorities
Employee Count	10	5
Current Utilization	100.0%	50.0%
Total Availability	91.6%	14.3%
80% of Total Availability	73.3%	11.4%
80% Rule		
Placement Goal?*	No	No
Current Placement Goal * Whole Person Rule	0.0%	0.0%

# **Annual Goals Report**

41 CFR Sections 60-2.15, 60-2.16

### 5AA : Technical A - Student Support

Total Employees : 1

	Females	Minorities
Employee Count	0	0
Current Utilization	0.0%	0.0%
Total Availability	25.2%	20.3%
80% of Total Availability	20.2%	16.2%
80% Rule		
Placement Goal?*	No	No
Current Placement Goal * Whole Person Rule	0.0%	0.0%

# **Annual Goals Report**

41 CFR Sections 60-2.15, 60-2.16

### 5AH : Technical H - Student

Total Employees : 15

	Females	Minorities
Employee Count	9	3
Current Utilization	60.0%	20.0%
Total Availability	35.8%	23.7%
80% of Total Availability	28.6%	19.0%
80% Rule		
Placement Goal?*	No	No
Current Placement Goal * Whole Person Rule	0.0%	0.0%

# **Annual Goals Report**

41 CFR Sections 60-2.15, 60-2.16

### **5DA : Technical A - Computer**

Total Employees : 7

	Females	Minorities
Employee Count	2	1
Current Utilization	28.6%	14.3%
Total Availability	23.2%	23.8%
80% of Total Availability	18.6%	19.0%
80% Rule		
Placement Goal?*	No	No
Current Placement Goal * Whole Person Rule	0.0%	0.0%

# **Annual Goals Report**

41 CFR Sections 60-2.15, 60-2.16

### 5DH : Technical H - Computer

Total Employees : 33

	Females	Minorities
Employee Count	8	11
Current Utilization	24.2%	33.3%
Total Availability	24.8%	19.6%
80% of Total Availability	19.8%	15.7%
80% Rule		
Placement Goal?*	No	No
Current Placement Goal * Whole Person Rule	0.0%	0.0%

# **Annual Goals Report**

41 CFR Sections 60-2.15, 60-2.16

### 7A : Service - Custodian

Total Employees : 36

	Females	Minorities
Employee Count	12	15
Current Utilization	33.3%	41.7%
Total Availability	49.3%	31.6%
80% of Total Availability	39.4%	25.3%
80% Rule		
Placement Goal?*	Yes	No
Current Placement Goal * Whole Person Rule	49.3%	0.0%

# **Annual Goals Report**

41 CFR Sections 60-2.15, 60-2.16

### 7B : Service - Mechanic

Total Employees : 10

	Females	Minorities
Employee Count	0	3
Current Utilization	0.0%	30.0%
Total Availability	5.0%	23.4%
80% of Total Availability	4.0%	18.7%
80% Rule		
Placement Goal?*	No	No
Current Placement Goal * Whole Person Rule	0.0%	0.0%

### GOALS PROGRESS 41 CFR Section 60-2.16

Gateway Technical College monitors progress toward goals.

## **Goals Progress**

41 CFR Section 60-2.16

#### **1A : Executive Admin-Executive Or Sr Level** (Total Incumbents: 10, Total Hires: 0, Total Promotions: 0)

	Females	Minorities
Incumbents	6	4
Prior Placement Goals	0.0%	0.0%
Placement Rate	0.0%	0.0%
Placement (Hires)	0	0
Placement (Promotions)	0	0

#### Notes:

• The reporting period is from 7/1/2021 to 6/30/2022.

# **Goals Progress**

41 CFR Section 60-2.16

#### 1B: Executive Admin - Director (Total Incumbents: 28, Total Hires: 0, Total Promotions: 5)

	Females	Minorities
Incumbents	17	6
Prior Placement Goals	0.0%	0.0%
Placement Rate	40.0%	20.0%
Placement (Hires)	0	0
Placement (Promotions)	2	1

#### Notes:

• The reporting period is from 7/1/2021 to 6/30/2022.

## **Goals Progress**

41 CFR Section 60-2.16

#### 1C: Executive Admin - Dean (Total Incumbents: 9, Total Hires: 1, Total Promotions: 0)

	Females	Minorities
Incumbents	3	3
Prior Placement Goals	62.8%	0.0%
Placement Rate	100.0%	0.0%
Placement (Hires)	1	0
Placement (Promotions)	0	0
Met Goal?	Yes	

#### Notes:

• The reporting period is from 7/1/2021 to 6/30/2022.

# **Goals Progress**

41 CFR Section 60-2.16

#### 1D: Executive Admin - Assoc/Assist (Total Incumbents: 6, Total Hires: 0, Total Promotions: 2)

	Females	Minorities
Incumbents	3	1
Prior Placement Goals	0.0%	0.0%
Placement Rate	0.0%	50.0%
Placement (Hires)	0	0
Placement (Promotions)	0	1

#### Notes:

• The reporting period is from 7/1/2021 to 6/30/2022.

# **Goals Progress**

41 CFR Section 60-2.16

#### 1E: Executive Admin - LI Manager (Total Incumbents: 23, Total Hires: 3, Total Promotions: 2)

	Females	Minorities
Incumbents	14	2
Prior Placement Goals	0.0%	0.0%
Placement Rate	60.0%	0.0%
Placement (Hires)	3	0
Placement (Promotions)	0	0

#### Notes:

• The reporting period is from 7/1/2021 to 6/30/2022.

## **Goals Progress**

41 CFR Section 60-2.16

**2A : Faculty** (Total Incumbents: 121, Total Hires: 11, Total Promotions: 1)

	Females	Minorities
Incumbents	80	22
Prior Placement Goals	0.0%	0.0%
Placement Rate	66.7%	25.0%
Placement (Hires)	8	3
Placement (Promotions)	0	0

#### Notes:

• The reporting period is from 7/1/2021 to 6/30/2022.

## **Goals Progress**

41 CFR Section 60-2.16

#### 2B: Faculty - Special (Total Incumbents: 67, Total Hires: 9, Total Promotions: 0)

	Females	Minorities
Incumbents	44	14
Prior Placement Goals	0.0%	0.0%
Placement Rate	55.6%	0.0%
Placement (Hires)	5	0
Placement (Promotions)	0	0

#### Notes:

• The reporting period is from 7/1/2021 to 6/30/2022.

## **Goals Progress**

41 CFR Section 60-2.16

2C : Faculty - Htp (Total Incumbents: 61, Total Hires: 8, Total Promotions: 0)

	Females	Minorities
Incumbents	20	6
Prior Placement Goals	0.0%	19.1%
Placement Rate	12.5%	12.5%
Placement (Hires)	1	1
Placement (Promotions)	0	0
Met Goal?		No

#### Notes:

• The reporting period is from 7/1/2021 to 6/30/2022.

## **Goals Progress**

41 CFR Section 60-2.16

#### 3A: Professional - Counselor (Total Incumbents: 26, Total Hires: 0, Total Promotions: 0)

	Females	Minorities
Incumbents	17	10
Prior Placement Goals	0.0%	0.0%
Placement Rate	0.0%	0.0%
Placement (Hires)	0	0
Placement (Promotions)	0	0

#### Notes:

• The reporting period is from 7/1/2021 to 6/30/2022.

# **Goals Progress**

41 CFR Section 60-2.16

#### 3BA : Professional A - Specialist (Total Incumbents: 8, Total Hires: 0, Total Promotions: 0)

	Females	Minorities
Incumbents	6	3
Prior Placement Goals	0.0%	0.0%
Placement Rate	0.0%	0.0%
Placement (Hires)	0	0
Placement (Promotions)	0	0

#### Notes:

• The reporting period is from 7/1/2021 to 6/30/2022.

# **Goals Progress**

41 CFR Section 60-2.16

#### 3BH : Professional H - Specialist (Total Incumbents: 16, Total Hires: 1, Total Promotions: 0)

	Females	Minorities
Incumbents	9	5
Prior Placement Goals	0.0%	0.0%
Placement Rate	100.0%	0.0%
Placement (Hires)	1	0
Placement (Promotions)	0	0

#### Notes:

• The reporting period is from 7/1/2021 to 6/30/2022.

## **Goals Progress**

41 CFR Section 60-2.16

#### 3CA : Professional - Other (Total Incumbents: 9, Total Hires: 0, Total Promotions: 1)

	Females	Minorities
Incumbents	8	1
Prior Placement Goals	0.0%	0.0%
Placement Rate	100.0%	100.0%
Placement (Hires)	0	0
Placement (Promotions)	1	1

#### Notes:

• The reporting period is from 7/1/2021 to 6/30/2022.

## **Goals Progress**

41 CFR Section 60-2.16

#### 3CH : Professional H - Other (Total Incumbents: 1, Total Hires: 0, Total Promotions: 0)

	Females	Minorities
Incumbents	1	0
Prior Placement Goals	0.0%	0.0%
Placement Rate	0.0%	0.0%
Placement (Hires)	0	0
Placement (Promotions)	0	0

#### Notes:

• The reporting period is from 7/1/2021 to 6/30/2022.

# **Goals Progress**

41 CFR Section 60-2.16

#### 3D: Professional - Student Support (Total Incumbents: 46, Total Hires: 9, Total Promotions: 2)

	Females	Minorities
Incumbents	36	18
Prior Placement Goals	0.0%	0.0%
Placement Rate	81.8%	18.2%
Placement (Hires)	8	1
Placement (Promotions)	1	1

#### Notes:

• The reporting period is from 7/1/2021 to 6/30/2022.

## **Goals Progress**

41 CFR Section 60-2.16

#### 4AA : Clerical - Aa (Total Incumbents: 3, Total Hires: 0, Total Promotions: 0)

	Females	Minorities
Incumbents	3	0
Prior Placement Goals	0.0%	0.0%
Placement Rate	0.0%	0.0%
Placement (Hires)	0	0
Placement (Promotions)	0	0

#### Notes:

• The reporting period is from 7/1/2021 to 6/30/2022.

## **Goals Progress**

41 CFR Section 60-2.16

4AH : Clerical H - Aa (Total Incumbents: 35, Total Hires: 4, Total Promotions: 1)

	Females	Minorities
Incumbents	31	8
Prior Placement Goals	0.0%	0.0%
Placement Rate	100.0%	60.0%
Placement (Hires)	4	3
Placement (Promotions)	1	0

#### Notes:

• The reporting period is from 7/1/2021 to 6/30/2022.

## **Goals Progress**

41 CFR Section 60-2.16

#### 4B: Clerical - Associate (Total Incumbents: 30, Total Hires: 3, Total Promotions: 1)

	Females	Minorities
Incumbents	29	11
Prior Placement Goals	0.0%	0.0%
Placement Rate	100.0%	25.0%
Placement (Hires)	3	0
Placement (Promotions)	1	1

#### Notes:

• The reporting period is from 7/1/2021 to 6/30/2022.

## **Goals Progress**

41 CFR Section 60-2.16

4C: Clerical - Aide (Total Incumbents: 8, Total Hires: 4, Total Promotions: 0)

	Females	Minorities
Incumbents	8	2
Prior Placement Goals	0.0%	0.0%
Placement Rate	100.0%	50.0%
Placement (Hires)	4	2
Placement (Promotions)	0	0

#### Notes:

• The reporting period is from 7/1/2021 to 6/30/2022.

# **Goals Progress**

41 CFR Section 60-2.16

#### 5AA : Technical A - Student Support (Total Incumbents: 2, Total Hires: 0, Total Promotions: 0)

	Females	Minorities
Incumbents	0	0
Prior Placement Goals	0.0%	0.0%
Placement Rate	0.0%	0.0%
Placement (Hires)	0	0
Placement (Promotions)	0	0

#### Notes:

• The reporting period is from 7/1/2021 to 6/30/2022.

# **Goals Progress**

41 CFR Section 60-2.16

5AH : Technical H - Student (Total Incumbents: 15, Total Hires: 0, Total Promotions: 1)

	Females	Minorities
Incumbents	9	1
Prior Placement Goals	0.0%	22.4%
Placement Rate	0.0%	0.0%
Placement (Hires)	0	0
Placement (Promotions)	0	0
Met Goal?		No

#### Notes:

• The reporting period is from 7/1/2021 to 6/30/2022.

## **Goals Progress**

41 CFR Section 60-2.16

#### 5DA : Technical A - Computer (Total Incumbents: 8, Total Hires: 0, Total Promotions: 1)

	Females	Minorities
Incumbents	2	2
Prior Placement Goals	0.0%	0.0%
Placement Rate	0.0%	0.0%
Placement (Hires)	0	0
Placement (Promotions)	0	0

#### Notes:

• The reporting period is from 7/1/2021 to 6/30/2022.

## **Goals Progress**

41 CFR Section 60-2.16

#### 5DH : Technical H - Comuter (Total Incumbents: 33, Total Hires: 8, Total Promotions: 0)

	Females	Minorities
Incumbents	8	9
Prior Placement Goals	36.0%	0.0%
Placement Rate	25.0%	50.0%
Placement (Hires)	2	4
Placement (Promotions)	0	0
Met Goal?	No	

#### Notes:

• The reporting period is from 7/1/2021 to 6/30/2022.

# **Goals Progress**

41 CFR Section 60-2.16

#### 7A: Service - Custodian (Total Incumbents: 35, Total Hires: 7, Total Promotions: 0)

	Females	Minorities
Incumbents	9	14
Prior Placement Goals	0.0%	0.0%
Placement Rate	57.1%	42.9%
Placement (Hires)	4	3
Placement (Promotions)	0	0

#### Notes:

• The reporting period is from 7/1/2021 to 6/30/2022.

## **Goals Progress**

41 CFR Section 60-2.16

#### 7B: Service - Mechanic (Total Incumbents: 10, Total Hires: 1, Total Promotions: 0)

	Females	Minorities
Incumbents	0	3
Prior Placement Goals	0.0%	0.0%
Placement Rate	0.0%	0.0%
Placement (Hires)	0	0
Placement (Promotions)	0	0

#### Notes:

• The reporting period is from 7/1/2021 to 6/30/2022.

#### DESIGNATION OF RESPONSIBILITY 41 CFR Section 60-2.17(a), 60-2.10(b)(2)(i)

Bryan Albrecht, President and CEO, has overall responsibility for implementation of the Equal Employment Opportunity Policy. Josh Vollendorf, Equal Employment Opportunity Coordinator, assumes the responsibility for the development, implementation and monitoring of the affirmative action program, which includes all those positions located in subordinate and/or lower-level establishments for which the selection decisions are made at the corporate level. Josh Vollendorf's responsibilities include but are not limited to the following:

- 1. Developing policy statements and affirmative action programs.
- 2. Developing internal and external communication procedures when appropriate.
- 3. Developing an internal audit and reporting system that:
  - **a.** Identifies areas that require remedial action, including development of programs to correct those problem areas.
  - **b.** Determines the degree to which the goals and objectives are reached.
- 4. Monitoring the following internal practices:
  - a. Proper display of EEO posters and policies.

**b.** Full participation of minority and female employees in all Gateway Technical College sponsored educational, training, recreational, and social activities.

**5.** Assisting management in solving any problems identified by internal audit. It is the responsibility of department heads, managers, and supervisors to provide the EEO Coordinator with such information and/or statistical data as is necessary to measure progress toward the attainment of goals and to assure good faith efforts to implement the affirmative action program. Such information and/or statistical data are used to set reasonable placement goals.

6. Keeping management informed of the latest developments in the equal employment opportunity area.

- 7. Assisting employees in solving problems and resolving EEO complaints.
- 8. Serving as a liaison between Gateway Technical College and appropriate women and minority groups.
- **9.** Serving as a liaison between Gateway Technical College and appropriate EEO enforcement agencies.

#### IDENTIFICATION OF PROBLEM AREAS 41 CFR Section 60-2.17(b)

As part of the monitoring practice, an analysis of personnel matters is conducted. The following items are considered.

**1.** Composition of the workforce by minority group and sex. Good faith placement goals are established where necessary.

**2.** Composition of applicant flow by race/ethnicity and sex. Corrective action is taken when appropriate whenever the referral ratio of a disfavored group indicates a significantly higher percentage is being rejected as compared to a favored group of applicants.

**3.** Compensation system. Gateway Technical College evaluates its compensation system to determine whether there are gender, race or ethnicity-based disparities. The purpose of the analysis is to identify potential areas where impediments to equal employment opportunity may exist. Disparities alone do not necessarily indicate a problem area; there may be many non-discriminatory reasons for a disparity.

**4.** Selection process. The selection process includes: position descriptions, titles, application forms, preemployment forms, interview procedures, test validity and administration, referral procedures, final selection process and similar factors. The application and related pre-employment forms are in compliance with federal guidelines, and position descriptions accurately reflect actual duties and responsibilities.

The following areas are reviewed annually to ensure the success of this affirmative action program:

- · Applicant flow, hires, terminations, promotions, and other personnel actions
- · Facility and Gateway Technical College sponsored recreational, social and educational events
- EEO posters
- · Policy statements
- Training Programs

#### ACTION ORIENTED PROGRAMS 41 CFR Section 60-2.17(c)

Gateway Technical College develops these action-oriented programs to correct any problem areas identified in the Identification of Problem Areas 41 C.F.R. Section 60-2.17(b) and to attain established goals and objectives.

#### THE SELECTION PROCESS

**1.** At least annually, a detailed analysis of position descriptions is conducted to ensure that they accurately reflect position functions.

**2.** Job requirements are validated by division, department, location or other appropriate organizational units. Special attention is given to academic, experience, physical, and skill requirements to ensure that the requirements themselves do not constitute inadvertent discrimination. Job specifications are free from bias in regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, or disabled or veteran status, except where there is a bona fide occupational qualification. Job requirements are validated when the number of individuals from a particular race or gender group is disproportionately selected as determined by Impact Ratio studies.

**3.** Position descriptions and specifications are distributed to recruiting sources and members of management involved in the recruiting, screening, selection, and promotion processes.

4. Selection processes are evaluated at least annually to ensure that they are nondiscriminatory.

**5.** Individuals who have a role in the selection process are chosen with special care given to their qualifications for such roles and are provided any necessary ongoing training to ensure that the selection processes remain nondiscriminatory.

#### RECRUITMENT

Any one or all of the following techniques are used to improve recruitment and increase the flow of minority or female applicants:

**1.** Linkage with recruiting sources, which may include briefing sessions, plant tours, presentations by minority and female employees, and full descriptions of appropriate job openings and the selection process;

2. Encouragement of minority and female employees to refer qualified applicants;

3. Inclusion of women and minorities on the personnel staff;

**4.** Minority and female participation in career days, youth motivation programs and other similar programs in the community;

5. Minority and female participation in "job fairs;"

**6.** Active recruiting at various training institutions, especially those that have high minority and female enrollments; and

**7.** Expansion of help-wanted advertising to include the minority news media and women's interest media including Circa, formally known as LocalJobNetwork.

#### PROMOTIONS

Any one or all of the following techniques are used to improve promotional opportunities for minority and female employees:

- 1. Posting or general announcement of all appropriate job openings;
- 2. Assessment of current female and minority employees' academic, skill and experience levels;
- 3. Provision of job training and work-study programs;
- 4. Completion of performance appraisals;
- 5. Validation of job specifications;
- 6. Justification by supervisors when apparently qualified minority or female employees are passed over;

**7.** Establishment of career counseling programs, which may include attitude development, education aid, job rotations, buddy systems and similar programs;

**8.** Ongoing review of seniority practices in clauses and contracts to ensure that they are nondiscriminatory; and

9. Review of all company-sponsored recreational and social activities to ensure that they are desegregated.

#### INTERNAL AUDIT AND REPORTING SYSTEMS 41 CFR Section 60-2.17(d)

Monitoring and reporting procedures are developed to evaluate the extent to which the goals of the affirmative action program are being met. Gateway Technical College takes the following measures:

1. Information on race and sex is obtained when an application for a position is submitted.

**2.** A Disparity (Impact Ratio) Analysis is performed when sufficient data exists on applicants, hires, promotions, and terminations to ensure compliance with the Uniform Employment Selection Guidelines.

**3.** Any training programs are analyzed regularly to eliminate potential discrimination in participation rates.

**4.** Any tests administered are routinely analyzed to uncover potential discrimination in grading scores or test results.

5. Compensation practices are reviewed at least annually for wage discrepancies.

**6.** The Availability Analysis for women and minorities is reviewed and good faith placement goals are established when necessary.

**7.** Progress toward established goals is reviewed at least annually for possible adjustments to employment practices.

8. Internal reporting is prepared as needed to determine why goals were not met.

9. Results of the affirmative action program are reviewed with all levels of management.

**10.** Top management is informed on a regular basis of the effectiveness of these policies and any recommendations for improvement.

#### RELIGION AND NATIONAL ORIGIN DISCRIMINATION GUIDELINES 41 CFR Section 60-50

Gateway Technical College reaffirms its policy to afford equal employment opportunity to all individuals. Neither national origin nor religion is a factor in recruitment, selection, promotion, transfer, termination, or participation in training. The following activities are undertaken to ensure that religion and national origin are not used as a basis for employment decisions:

**1.** Employment practices are reviewed to ensure that members of particular religious and/or ethnic groups are given equal employment opportunities.

**2.** All employees, including supervisors, managers, and executives are informed of our commitment to provide equal employment opportunity without regard to religion or national origin.

**3.** Recruitment sources are informed of our commitment to provide equal employment opportunity without regard to religion or national origin.

**4.** Internal procedures exist to implement equal employment opportunity without regard to national origin or religion.

#### ACCOMMODATION FOR RELIGIOUS OBSERVANCE AND PRACTICE 41 CFR Section 60-50.3

The religious observances and practices of employees are accommodated by Gateway Technical College, except where such accommodation would cause undue hardship on the conduct of business. The accommodation offered is determined by considering business necessity, financial expense and any personnel coverage problems that may result.

#### NONDISCRIMINATION 41 CFR Section 60-50.5

Gateway Technical College does not discriminate against any qualified employee or applicant because of race, color, sex, sexual orientation, gender identity, age, disabled, or veteran status in implementing the policy concerning nondiscrimination based on religion or national origin.

#### EVALUATION OF PERSONNEL ACTIVITY 41 CFR Section 60-2.17(b)(2)

Gateway Technical College evaluates personnel activity to determine whether there are selection disparities.

# **PRIVILEGED AND CONFIDENTIAL**

# AFFIRMATIVE ACTION PROGRAM FOR INDIVIDUALS WITH DISABILITIES

**Gateway Technical College** 

3520 30th Avenue Kenosha, WI 53144



## **CONTACT INFORMATION**

- Contractor : Gateway Technical College 3520 30th Avenue Kenosha, WI 53144
- Executive Officer : Bryan Albrecht President and CEO
- EEO Coordinator : Josh Vollendorf

#### EQUAL EMPLOYMENT OPPORTUNITY POLICY 41 CFR Section 60-741.44(a)

It is the policy at Gateway Technical College to provide equal employment and advancement opportunities to all qualified individuals. To achieve this goal, Gateway Technical College is dedicated to taking affirmative action to employ and advance in employment individuals with disabilities. All personnel actions, including compensation, benefits, recruitment, hiring, training, and promotion of persons in all job titles, are administered without regard to disability status, and all employment decisions are based solely on valid job requirements. In addition, employees and applicants are protected from harassment, threats, coercion, intimidation, or discrimination for:

1. Filing a complaint;

**2.** Assisting or participating in an investigation, compliance review, hearing, or any other activity related to the administration of Section 4212, Section 503, or any other Federal, State, or local law requiring equal opportunity for individuals with disabilities;

**3.** Opposing any act or practice made unlawful by Section 4212, Section 503, or any other Federal, State or local law requiring equal opportunity for individuals with disabilities; or

4. Exercising any other right protected by Section 4212, Section 503.

This EEO policy has the full support of top management, who has assigned responsibility for its implementation to Josh Vollendorf, EEO Coordinator. Gateway Technical College has designed and implemented an audit and reporting system to monitor and maintain its compliance with the Acts.

A copy of the Equal Employment Opportunity statement that reaffirms Gateway Technical College's commitment to individuals with disabilities is posted in a form that is accessible and understandable to an individual with a disability.

#### REVIEW OF PERSONNEL PROCESSES 41 CFR Section 60-741.44(b)

Gateway Technical College reviews its employment procedures to ensure careful, thorough, and systematic consideration of the job qualifications of applicants and employees with disabilities for job vacancies filled either by hiring or promotion, and for all training opportunities offered or available. This review ensures that personnel procedures do not stereotype individuals with disabilities in a manner that limits their access to all jobs for which they are qualified. Applicants and employees with disabilities have equal access to personnel processes, including those implemented through information and communication technologies. Gateway Technical College periodically reviews its processes, and makes any necessary modifications to ensure its affirmative action obligations are carried out.

The following are some procedures that may be used to facilitate the review and evaluative process:

**1.** The application or personnel form of each applicant with a disability is annotated to identify each vacancy for which the applicant was considered, and is retrievable for review for use in investigations and internal compliance activities;

**2.** The application or personnel form of each applicant with a disability includes the identification of each promotion and training program for which that employee was considered;

**3.** When an employee or applicant with a disability is rejected for employment, promotion, or training, a statement of the reason is appended to the personnel file along with a description of any reasonable accommodation considered; and

**4.** When an employee or applicant is selected for hire, promotion, or training, and reasonable accommodation has been undertaken to enable the selection of an employee or applicant with a disability, the applicant form or personnel record contains a description of the reasonable accommodation.

#### PHYSICAL AND MENTAL QUALIFICATIONS 41 CFR Section 60-741.44(c)

Gateway Technical College reviews all physical and mental job qualification requirements as openings occur to ensure, to the extent that qualification requirements tend to screen out qualified individuals with disabilities, that they are job-related and consistent with business necessity and the safe performance of the job.

To the extent that physical or mental job qualification requirements tend to screen out qualified individuals with disabilities in the selection of employees or applicants for employment or other changes in employment status such as promotion or training, Gateway Technical College ensures that the requirements are related to the specific job(s) for which the individual is being considered, and are consistent with business necessity and the safe performance of the job.

#### REASONABLE ACCOMMODATION 41 CFR Section 60-741.44(d)

Gateway Technical College makes reasonable accommodations to the physical and mental limitations of employees or applicants to the extent that such accommodations do not impose an undue hardship on the conduct of its business. When an employee with a known disability has significant difficulty performing his or her job, and it is reasonable to conclude that the performance problem may be related to the known disability, the employee is confidentially notified of the performance problem, and asked if the problem is related to the disability. If the employee indicates that the performance problem is related to his or her disability, the employee is asked if reasonable accommodation is needed.

#### HARASSMENT 41 CFR Section 60-741.44(e)

Gateway Technical College develops and maintains procedures to ensure that its employees are not harassed on the basis of a disability.

#### EXTERNAL DISSEMINATION OF POLICY 41 CFR Section 60-741.44(f)

Gateway Technical College undertakes appropriate outreach and positive recruitment activities that are reasonably designed to effectively recruit individuals with disabilities such as the following:

**1.** Gateway Technical College incorporates the Equal Opportunity Clause regarding individuals with disabilities in its purchase orders, leases, and contracts as required by law, executive order, and regulation. Written notification of the Equal Opportunity Policy is sent to all subcontractors, vendors, and suppliers requesting appropriate action on their part.

**2.** Gateway Technical College notifies all applicants of the EEO policy, and invites them to self-identify. Application forms state Gateway Technical College's commitment to equal employment opportunity. All employment advertisements and notices to recruitment sources state this EEO policy.

**3.** Outreach and recruitment activities that may be undertaken as needed by Gateway Technical College include enlisting the assistance and support of the following persons and organizations in recruiting, and developing on-the-job training opportunities for individuals with disabilities in order to fulfill its commitment to provide equal employment opportunity for such individuals:

- The State Vocational Rehabilitation Service Agency (SVRA), State mental health agency, or State developmental disability agency in the area of the contractor's establishment;

- The Employment One-Stop Career Center (One-Stop) or American Job Center nearest the contractor's establishment;

- The Department of Veterans Affairs Regional Office nearest the contractor's establishment (www.va.gov);

- Entities funded by the Department of Labor that provide recruitment or training services for individuals with disabilities, such as the services currently provided through the Employer Assistance and Resource Network (EARN) (www.earnworks.com);

- Local Employment Network (EN) organizations (other than the contractor, if the contractor is an EN) listed in the Social Security Administration's Ticket to Work Employment Network Directory (www.yourtickettowork.com/endir);

- Local disability groups, organizations, or Centers for Independent Living (CIL) near the contractor's establishment;

- Placement or career offices of educational institutions that specialize in the placement of individuals with disabilities; and

- Private recruitment sources, such as professional organizations or employment placement services that specialize in the placement of individuals with disabilities.

**4.** Formal briefing sessions and facility tours may be conducted with representatives from recruiting sources to explain current and future job openings, position descriptions, worker specifications, and the selection process. Follow-up with these resources, and feedback on disposition of applicants are conducted when appropriate.

**5.** Meaningful contacts are established with organizations for individuals with disabilities for such purposes as advice, technical assistance, and referral of potential employees. Such assistance may consist of advice

concerning proper placement, recruitment, training, and reasonable accommodation.

**6.** Applicants with known disabilities are considered for all available positions for which they may be qualified.

**7.** Recruitment programs established with schools incorporate efforts to reach students with disabilities. Efforts may be made to participate in work-study programs with rehabilitation facilities and schools that specialize in training or educating individuals with disabilities.

**8.** Efforts are made to include individuals with disabilities when employees are pictured in consumer, promotional, or help wanted advertisements.

#### ASSESSMENT OF EXTERNAL OUTREACH AND RECRUITMENT EFFORTS 41 CFR Section 60-741.44(f)(3)

Gateway Technical College each year reviews the outreach and recruitment efforts it has taken over the previous twelve months to evaluate their effectiveness in identifying and recruiting qualified individuals with disabilities. Each evaluation is documented, including at a minimum the criteria used to evaluate the effectiveness of each effort and the conclusion as to whether each effort and the totality of the efforts are effective. Among these criteria are the Data Collection Analysis for the current year and the two most recent previous years. If Gateway Technical College concludes the totality of its efforts are not effective in identifying and recruiting qualified individuals with disabilities, alternative outreach and recruitment efforts are identified and implemented.

Gateway Technical College concludes that each and the totality of its efforts are effective in identifying and recruiting qualified individuals with disabilities.

#### Gateway Technical College 3520 30th Avenue Kenosha, WI 53144 07/01/2022 - 06/30/2023

# Assessment of Outreach and Recruitment Activities for Individuals with Disabilities

Outreach/Recruitment Activity	Date of Activity	Description	Evaluation
Circa - formally known as LocalJobNetwork	Ongoing		

#### Criteria for Evaluation:

1. Did the activity attract qualified applicants who are disabled?

2. Did the activity result in the hiring of individuals with disabilities?

3. Did the activity expand Contractor's outreach to individuals with disabilities in the community?

#### INTERNAL DISSEMINATION OF POLICY 41 CFR Section 60-741.44(g)

Gateway Technical College has developed the following internal procedures to communicate its obligation to engage in affirmative action efforts to employ and advance in employment qualified individuals with disabilities. These procedures are designed to foster understanding, acceptance, and support among executive, management, supervisory, and other employees, and to encourage such persons to take the necessary actions to meet this obligation.

1. Gateway Technical College Notices. The EEO policy statement is posted on the employee bulletin board and/or electronically in a manner and place that ensures that individuals with disabilities are informed of its contents. This notice states the name of the EEO Coordinator, the support of top-level management toward this policy, and to whom questions, comments, or complaints should be directed. A statement is included that employees are protected from coercion, intimidation, interference, or discrimination for filing a complaint or assisting in an investigation under the Acts. All required state and federal EEO notices are also posted on bulletin boards.

**2.** Union Contracts. A non-discrimination clause is included in any union contracts and any such contracts are reviewed to ensure that they are non-discriminatory. Gateway Technical College notifies union officials and/or employee representatives of the contractor's policy, and requests their cooperation.

3. Other procedures that may be implemented as needed:

**a.** Gateway Technical College's overall commitment, top-level management support, and implementation of the plan are discussed with management personnel, making clear the chief executive officer's support for the affirmative action policy;

**b.** All employees and prospective employees are informed of Gateway Technical College's commitment to engage in affirmative action to increase employment opportunities for individuals with disabilities;

**c.** Gateway Technical College's affirmative action policy is publicized in the company newspaper, magazine, annual report, and other media;

**d.** The policy is discussed thoroughly in both employee orientation and management training programs;

**e.** When employees are featured in employee handbooks or similar publications for employees, Gateway Technical College includes individuals with disabilities.

#### AUDIT AND REPORTING SYSTEM 41 CFR Section 60-741.44(h)

Gateway Technical College has designed, implemented, and documented an audit and reporting system that:

- 1. Measures the effectiveness of the affirmative action program.
- 2. Indicates any need for remedial action.
- 3. Determines the degree to which the objectives have been attained.

**4.** Determines whether individuals with known disabilities have the opportunity to participate in all company sponsored educational, training, recreational, and social activities.

**5.** Measures compliance with the affirmative action program's specific obligations.

Where the affirmative action program is found to be deficient, corrective action is taken to bring the program into compliance.

#### RESPONSIBILITY FOR IMPLEMENTATION 41 CFR Section 60-741.44(i)

Josh Vollendorf has been designated to direct the activities of the affirmative action program. Josh Vollendorf has the full support of top management in carrying out the Gateway Technical College affirmative action policy. Josh Vollendorf is responsible for:

**1.** Developing policy statements, affirmative action programs, and internal and external communication to include discussions with managers, supervisors, and employees to ensure the policies are followed;

**2.** Advising managers and supervisors that their work performance is evaluated, in part, on the basis of their affirmative action efforts;

3. Identifying and discussing with management any problem areas;

4. Developing with management solutions for any identified problem areas;

**5.** Serving as a liaison between Gateway Technical College and community groups, governmental agencies, and vocational rehabilitation organizations;

6. Maintaining an audit and reporting system to monitor the progress of the affirmative action program;

**7.** Informing management of the latest developments in the affirmative action and equal employment opportunity area;

**8.** Serving as a liaison between Gateway Technical College and organizations for individuals with disabilities;

9. Assisting in career counseling for employees with disabilities;

**10.** Ensuring that the policy statement and required posters are posted on bulletin boards and/or electronic postings; and

**11.** Ensuring that employees placed through these policies are not harassed.

#### TRAINING 41 CFR Section 60-741.44(j)

All personnel involved in recruitment, screening, selection, promotion, discipline, and related processes are trained to ensure the implementation of our commitments made in this affirmative action program.

#### DATA COLLECTION ANALYSIS 41 CFR Section 60-741.44(k)

Gateway Technical College documents the following computations or comparisons pertaining to applicants and hires on an annual basis, and maintains them for a period of three (3) years:

**1.** The number of applicants who self-identified as individuals with disabilities pursuant to § 60-741.42(a), or who are otherwise known to be individuals with disabilities;

- 2. The total number of job openings and total number of jobs filled;
- 3. The total number of applicants for all jobs;
- 4. The number of applicants with disabilities hired; and
- 5. The total number of applicants hired.

#### Gateway Technical College 3520 30th Avenue Kenosha, WI 53144 07/01/2022 - 06/30/2023

## Data Collection Analysis of Individuals with Disabilities

41 C.F.R. 60-741.44(k)

07/01/2021 - 06/30/2022

		Applicants	Applicant Ratio	Hires & Promotions	Hire & Prom Ratio	Total Openings	Total Jobs Filled	Jobs Filled Ratio
Total Workforce	Disabled Total	23 1931	1.2%	7 89	7.9%	92	89	96.7%

The Company has used the terminology in this report in an effort to comply with governmental affirmative action regulations and has prepared these statistics in compliance with such regulations. They have no legal or factual significance outside the context of this Affirmative Action Program and in no way suggest any wrongdoing by the Company.

#### UTILIZATION GOALS FOR INDIVIDUALS WITH DISABILITIES 41 CFR Section 60-741.45

The OFCCP establishes a utilization goal for employment of qualified Individuals with disabilities for each job group in the contractor's workforce, or for the contractor's entire workforce where the workforce consists of 100 or less employees. The utilization goal is not a rigid and inflexible quota that must be met, nor is it to be considered either a ceiling or a floor for the employment of particular groups. The purpose of the utilization goal is to establish a benchmark against which the contractor must measure the representation of individuals within each job group in its workforce, or within the contractor's entire workforce. Gateway Technical College evaluates its utilization of individuals with disabilities in each job group, or in its entire workforce.

#### Gateway Technical College 3520 30th Avenue Kenosha, WI 53144 07/01/2022 - 06/30/2023

## Utilization Summary of Individuals with Disabilities (By Job Group using the Any Difference Rule) 41 CFR Section 60-741.45

Job Group	Employees	Disabled	Utilization Goal %	Utilization %	Met Goal
1A : Executive Admin-Executive or Sr Level	10	2	7.0%	20.0%	Yes
1B : Executive Admin - Director	30	3	7.0%	10.0%	Yes
1C : Executive Admin - Dean	9	0	7.0%	0.0%	No
1D : Executive Admin - Assoc/Assist	6	1	7.0%	16.7%	Yes
1E : Executive Admin - LI Manager	23	2	7.0%	8.7%	Yes
2A : Faculty	119	15	7.0%	12.6%	Yes
2B : Faculty - Special	67	7	7.0%	10.5%	Yes
2C : Faculty - HTP	63	5	7.0%	7.9%	Yes
3A : Professional - Counselor	24	4	7.0%	16.7%	Yes
3BA : Professional A - Specialist	7	1	7.0%	14.3%	Yes
3BH : Professional H - Specialist	14	3	7.0%	21.4%	Yes
3CA : Professional - Other	9	0	7.0%	0.0%	No
3CH : Professional H - Other	1	0	7.0%	0.0%	No
3D : Professional - Student Support	51	7	7.0%	13.7%	Yes
4AA : Clerical - AA	2	0	7.0%	0.0%	No
4AH : Clerical H - AA	37	6	7.0%	16.2%	Yes
4B : Clerical - Associate	29	8	7.0%	27.6%	Yes
4C : Clerical - Aide	10	1	7.0%	10.0%	Yes
5AA : Technical A - Student Support	1	0	7.0%	0.0%	No
5AH : Technical H - Student	15	2	7.0%	13.3%	Yes
5DA : Technical A - Computer	7	1	7.0%	14.3%	Yes

The Company has used the terms 'Availability' and 'Utilization' herein as referenced by government affirmative action regulations and has selected statistics for these analyses in compliance with such regulations. The use of such terms and statistics does not indicate the Company's agreement that the geographic areas are appropriate or that the sources of statistics are the most relevant. The terms have no legal or factual significance outside the context of the Affirmative Action Program and in no way suggest any wrongdoing by the Company.

©2023 Yocom and McKee, Inc. The Complete AAP Pro™ 12.2022.1219.1

#### Gateway Technical College 3520 30th Avenue Kenosha, WI 53144 07/01/2022 - 06/30/2023

## Utilization Summary of Individuals with Disabilities (By Job Group using the Any Difference Rule) 41 CFR Section 60-741.45

Job Group	Employees	Disabled	Utilization Goal %	Utilization %	Met Goal
5DH : Technical H - Computer	33	6	7.0%	18.2%	Yes
7A : Service - Custodian	36	3	7.0%	8.3%	Yes
7B : Service - Mechanic	10	0	7.0%	0.0%	No

The Company has used the terms 'Availability' and 'Utilization' herein as referenced by government affirmative action regulations and has selected statistics for these analyses in compliance with such regulations. The use of such terms and statistics does not indicate the Company's agreement that the geographic areas are appropriate or that the sources of statistics are the most relevant. The terms have no legal or factual significance outside the context of the Affirmative Action Program and in no way suggest any wrongdoing by the Company.

#### IDENTIFICATION OF PROBLEM AREAS 41 CFR Section 60-741.45(e)

When the percentage of individuals with disabilities in one or more job groups, or in our entire workforce if the workforce is 100 or less employees, is less than the utilization goal, Gateway Technical College takes steps to determine whether and where impediments to equal employment opportunity exist. When making this determination, we assess our personnel processes, the effectiveness of our outreach and recruitment efforts, the results of our affirmative action program audit, and any other areas that might affect the success of the affirmative action program.

Gateway Technical College has not found any impediments to equal employment opportunity in our personnel processes, outreach, and recruitment efforts or any other area that might affect the success of our affirmative action program.

#### ACTION ORIENTED PROGRAMS 41 CFR Section 60-741.45(f)

As needed, Gateway Technical College develops action-oriented programs designed to correct any identified problems areas. These action-oriented programs may include the modification of personnel processes to ensure equal employment opportunity for individuals with disabilities, alternative or additional outreach and recruitment efforts, and/or other actions designed to correct the identified problem areas and attain the established goal.

Gateway Technical College has not identified any problems areas.

# **PRIVILEGED AND CONFIDENTIAL**

# AFFIRMATIVE ACTION PROGRAM FOR PROTECTED VETERANS

**Gateway Technical College** 

3520 30th Avenue Kenosha, WI 53144



## **CONTACT INFORMATION**

- Contractor : Gateway Technical College 3520 30th Avenue Kenosha, WI 53144
- Executive Officer : Bryan Albrecht President and CEO
- EEO Coordinator : Josh Vollendorf

#### EQUAL EMPLOYMENT OPPORTUNITY POLICY 41 CFR Section 60-300.44(a)

It is the policy at Gateway Technical College to provide equal employment and advancement opportunities to all qualified individuals. To achieve this goal, Gateway Technical College is dedicated to taking affirmative action to employ and advance in employment of protected veterans. All personnel actions, including compensation, benefits, recruitment, hiring, training, and promotion of persons in all job titles, are administered without regard to protected veteran status, and all employment decisions are based solely on valid job requirements. In addition, employees and applicants are protected from harassment, threats, coercion, intimidation, or discrimination for:

**1.** Filing a complaint;

**2.** Assisting or participating in an investigation, compliance review, hearing, or any other activity related to the administration of Section 4212, Section 503, or any other Federal, State, or local law requiring equal opportunity for protected veterans;

**3.** Opposing any act or practice made unlawful by Section 4212, Section 503, or any other Federal, State or local law requiring equal opportunity for protected veterans; or

4. Exercising any other right protected by Section 4212, Section 503.

This EEO policy has the full support of top management, who has assigned responsibility for its implementation to Josh Vollendorf, EEO Coordinator. Gateway Technical College has designed and implemented an audit and reporting system to monitor and maintain its compliance with the Acts.

A copy of the Equal Employment Opportunity statement that reaffirms Gateway Technical College's commitment to protected veterans is posted in a form that is accessible and understandable to an individual with a disability.

#### REVIEW OF PERSONNEL PROCESSES 41 CFR Section 60-300.44(b)

Gateway Technical College reviews its employment procedures to ensure careful, thorough, and systematic consideration of the job qualifications of protected veterans and applicants with disabilities for job vacancies filled either by hiring or promotion, and for all training opportunities offered or available. This review ensures that personnel procedures do not stereotype protected veterans and individuals with disabilities in a manner that limits their access to all jobs for which they are qualified. Applicants and employees with disabilities have equal access to personnel processes, including those implemented through information and communication technologies. Gateway Technical College periodically reviews its processes, and makes any necessary modifications to ensure its affirmative action obligations are carried out. When protected veterans are considered for employment, only that portion of the individuals' military records, including discharge papers, that is relevant to the requirements of the position will be considered.

The following are some procedures that may be used to facilitate the review and evaluative process:

**1.** The application or personnel form of each protected veteran is annotated to identify each vacancy for which the applicant was considered, and is retrievable for review for use in investigations and internal compliance activities;

**2.** The application or personnel form of each protected veteran includes the identification of each promotion and training program for which that employee was considered;

**3.** When a protected veteran employee or applicant is rejected for employment, promotion, or training, a statement of the reason is appended to the personnel file;

#### PHYSICAL AND MENTAL QUALIFICATIONS 41 CFR Section 60-300.44(c)

Gateway Technical College reviews all physical and mental job qualification requirements as openings occur to ensure, to the extent that qualification requirements tend to screen out qualified disabled veterans, that they are job-related and consistent with business necessity and the safe performance of the job.

To the extent that physical or mental job qualification requirements tend to screen out qualified disabled veterans in the selection of employees or applicants for employment or other changes in employment status such as promotion or training, Gateway Technical College ensures that the requirements are related to the specific job(s) for which the individual is being considered, and are consistent with business necessity and the safe performance of the job.

#### REASONABLE ACCOMMODATION 41 CFR Section 60-300.44(d)

Gateway Technical College makes reasonable accommodations to the physical and mental limitations of employees or applicants to the extent that such accommodations do not impose an undue hardship on the conduct of its business. When an employee known to be a disabled veteran has significant difficulty performing his or her job, and it is reasonable to conclude that the performance problem may be related to the known disability, the employee is confidentially notified of the performance problem, and asked if the problem is related to the disability. If the employee indicates that the performance problem is related to his or her disability, the employee is asked if reasonable accommodation is needed.

#### HARASSMENT 41 CFR Section 60-300.44(e)

Gateway Technical College develops and maintains procedures to ensure that its employees are not harassed because of their status as a protected veteran.

#### SPOUSES OF PROTECTED VETERANS 41 CFR Section 60-300.21(e)

It is the policy of Gateway Technical College not to exclude or deny equal jobs or benefits to, or otherwise discriminate against, a qualified individual because of the individual's relationship or association with a protected veteran. This includes spouses and other family members.

#### EXTERNAL DISSEMINATION OF POLICY 41 CFR Section 60-300.44(f)

Gateway Technical College undertakes appropriate outreach and positive recruitment activities that are reasonably designed to effectively recruit protected veterans such as the following:

**1.** Gateway Technical College incorporates the Equal Opportunity Clause regarding protected veterans in its purchase orders, leases, and contracts as required by law, executive order, and regulation. Written notification of the Equal Opportunity Policy is sent to all subcontractors, vendors, and suppliers requesting appropriate action on their part.

**2.** Gateway Technical College notifies all applicants of the EEO policy, and invites them to self-identify. Application forms state Gateway Technical College's commitment to equal employment opportunity. All employment advertisements and notices to recruitment sources state this EEO policy.

**3.** Outreach and recruitment activities that may be undertaken as needed by Gateway Technical College include enlisting the assistance and support of the following persons and organizations in recruiting, and developing on-the-job training opportunities for protected veterans in order to fulfill its commitment to provide equal employment opportunity for such individuals:

- The Local Veterans' Employment Representative in the local employment service office (One-Stop) nearest the contractor's establishment;

- The Department of Veterans Affairs Regional Office nearest the contractor's establishment;

- The veterans' counselors and coordinators ("Vet-Reps") on college campuses;

- The service officers of the national veterans' groups active in the area of the contractor's establishment;

- Local veterans' groups and veterans' service centers near the contractor's establishment;

- The National Resource Directory's Veterans Job Bank, or any future service that replaces or complements it;

- The Department of Defense Transition Assistance Program (TAP), or any subsequent program that, in whole or in part, might replace TAP; and

- Any organization listed in the Employer Resources section of the National Resource Directory (http://www.nationalresourcedirectory.gov/), or any future service that replaces or complements it.

- The Employment One-Stop Career Center (One-Stop) or American Job Center nearest the contractor's establishment;

- Local Employment Network (EN) organizations (other than the contractor, if the contractor is an EN) listed in the Social Security Administration's Ticket to Work Employment Network Directory (www.yourtickettowork.com/endir);

**4.** All employment openings (except executive and top management, positions that are filled from within, and positions lasting three days or less) are listed at the appropriate state employment services office.

**5.** Formal briefing sessions and facility tours may be conducted with representatives from recruiting sources to explain current and future job openings, position descriptions, worker specifications, and the selection

process. Follow-up with these resources, and feedback on disposition of applicants are conducted when appropriate.

**6.** Gateway Technical College develops internal communication of these outreach efforts in a manner that fosters understanding, acceptance, and support among executive management, supervisors, and all other employees.

**7.** Meaningful contacts are established with veteran's service organizations for such purposes as advice, technical assistance, and referral of potential employees.

8. Protected veterans are considered for all available positions for which they may be qualified.

9. Recruitment at educational institutions includes efforts to reach students who are protected veterans.

**10.** When appropriate, efforts may be made to participate in work-study programs with Department of Veterans Affairs rehabilitation facilities that specialize in training or educating disabled veterans.

#### ASSESSMENT OF EXTERNAL OUTREACH AND RECRUITMENT EFFORTS 41 CFR Section 60-300.44(f)(3)

Gateway Technical College each year reviews the outreach and recruitment efforts it has taken over the previous twelve months to evaluate their effectiveness in identifying and recruiting qualified protected veterans. Each evaluation is documented, including at a minimum the criteria used to evaluate the effectiveness of each effort and the conclusion as to whether each effort and the totality of the efforts are effective. Among these criteria are the Data Collection Analysis for the current year and the two most recent previous years. If Gateway Technical College concludes the totality of its efforts are not effective in identifying and recruiting qualified protected veterans, alternative outreach and recruitment efforts are identified and implemented.

Gateway Technical College concludes that each and the totality of its efforts are effective in identifying and recruiting qualified protected veterans.

### Gateway Technical College 3520 30th Avenue Kenosha, WI 53144 07/01/2022 - 06/30/2023

## Assessment of Outreach and Recruitment Activities for Protected Veterans

Outreach/Recruitment Activity	Date of Activity	Description	Evaluation
Circa - formally known as LocalJobNetwork	Ongoing		
State job listing	Ongoing		

#### Criteria for Evaluation:

1. Did the activity attract qualified applicants who are protected veterans?

2. Did the activity result in the hiring of protected veterans?

3. Did the activity expand Contractor's outreach to protected veterans in the community?

#### INTERNAL DISSEMINATION OF POLICY 41 CFR Section 60-300.44(g)

Gateway Technical College has developed the following internal procedures to communicate its obligation to engage in affirmative action efforts to employ and advance in employment protected veterans. These procedures are designed to foster understanding, acceptance, and support among executive, management, supervisory, and other employees, and to encourage such persons to take the necessary actions to meet this obligation.

**1.** Gateway Technical College Notices. The EEO policy statement is included in a policy manual and/or posted on the employee bulletin board and/or electronically in a manner and place that ensures that protected veterans are informed of its contents. This notice states the name of the EEO Coordinator, the support of top-level management toward this policy, and to whom questions, comments, or complaints should be directed. A statement is included that employees are protected from coercion, intimidation, interference, or discrimination for filing a complaint or assisting in an investigation under the Acts. All required state and federal EEO notices are also posted on bulletin boards.

**2.** Union Contracts. A non-discrimination clause is included in any union contracts and any such contracts are reviewed to ensure that they are non-discriminatory. Gateway Technical College notifies union officials and/or employee representatives of the contractor's policy, and requests their cooperation.

**3.** Other procedures that may be implemented as needed:

**a.** Gateway Technical College's overall commitment, top-level management support, and implementation of the plan are discussed with management personnel, making clear the chief executive officer's support for the affirmative action policy;

**b.** All employees and prospective employees are informed of Gateway Technical College's commitment to engage in affirmative action to increase employment opportunities for protected veterans;

**c.** Gateway Technical College's affirmative action policy is publicized in the company newspaper, magazine, annual report, and other media;

**d.** The policy is discussed thoroughly in both employee orientation and management training programs;

**e.** When employees are featured in employee handbooks or similar publications for employees, Gateway Technical College includes protected veterans.

#### AUDIT AND REPORTING SYSTEM 41 CFR Section 60-300.44(h)

Gateway Technical College has designed, implemented, and documented an audit and reporting system that:

- 1. Measures the effectiveness of the affirmative action program.
- 2. Indicates any need for remedial action.
- 3. Determines the degree to which the objectives have been attained.

**4.** Determines whether protected veterans and individuals with known disabilities have the opportunity to participate in all company sponsored educational, training, recreational, and social activities.

**5.** Measures compliance with the affirmative action program's specific obligations.

Where the affirmative action program is found to be deficient, corrective action is taken to bring the program into compliance.

#### RESPONSIBILITY FOR IMPLEMENTATION 41 CFR Section 60-300.44(i)

Josh Vollendorf has been designated to direct the activities of the affirmative action program. Josh Vollendorf has the full support of top management in carrying out the Gateway Technical College affirmative action policy. Josh Vollendorf is responsible for:

**1.** Developing policy statements, affirmative action programs, and internal and external communication to include discussions with managers, supervisors, and employees to ensure the policies are followed;

**2.** Advising managers and supervisors that their work performance is evaluated, in part, on the basis of their affirmative action efforts;

3. Identifying and discussing with management any problem areas;

4. Developing with management solutions for any identified problem areas;

**5.** Serving as a liaison between Gateway Technical College and community groups, governmental agencies, and vocational rehabilitation organizations;

6. Maintaining an audit and reporting system to monitor the progress of the affirmative action program;

**7.** Informing management of the latest developments in the affirmative action and equal employment opportunity area;

8. Serving as a liaison between Gateway Technical College and organizations for protected veterans;

9. Assisting in career counseling for protected veterans;

**10.** Ensuring that the policy statement and required posters are posted on bulletin boards and/or electronic postings; and

**11.** Ensuring that employees placed through these policies are not harassed.

#### TRAINING 41 CFR Section 60-300.44(j)

All personnel involved in recruitment, screening, selection, promotion, discipline, and related processes are trained to ensure the implementation of our commitments made in this affirmative action program.

#### DATA COLLECTION ANALYSIS 41 CFR Section 60-300.44(k)

Gateway Technical College documents the following computations or comparisons pertaining to applicants and hires on an annual basis, and maintains them for a period of three (3) years:

**1.** The number of applicants who self-identified as protected veterans pursuant to § 60-300.42(a), or who are otherwise known as protected veterans;

- 2. The total number of job openings and total number of jobs filled;
- 3. The total number of applicants for all jobs;
- 4. The number of protected veteran applicants hired; and
- 5. The total number of applicants hired.

#### Gateway Technical College 3520 30th Avenue Kenosha, WI 53144 07/01/2022 - 06/30/2023

# **Data Collection Analysis of Protected Veterans**

41 C.F.R. 60-300.44(k)

07/01/2021 - 06/30/2022

		Applicants	Applicant Ratio	Hires & Promotions	Hire & Prom Ratio	Total Openings	Total Jobs Filled	Jobs Filled Ratio
Total Workforce	Veterans Total	0 1931	0.0%	4 89	4.5%	92	89	96.7%

The Company has used the terminology in this report in an effort to comply with governmental affirmative action regulations and has prepared these statistics in compliance with such regulations. They have no legal or factual significance outside the context of this Affirmative Action Program and in no way suggest any wrongdoing by the Company.

#### BENCHMARKS FOR HIRING VETERANS 41 CFR Section 60-300.45

Benchmarks are set on an annual basis using one of the two mechanisms described below:

**1.** Establish a benchmark equaling the national percentage of veterans in the civilian labor force, which will be published and updated annually on the OFCCP website; or

**2.** Establish a benchmark by taking into account: (i) the average percentage of veterans in the civilian labor force in the State(s) where the contractor is located over the preceding three years, as calculated by the Bureau of Labor Statistics and published on the OFCCP website; (ii) the number of veterans, over the previous four quarters, who were participants in the employment service delivery system in the State where the contractor is located by the Veterans' Employment and Training Service and published on the OFCCP website; (iii) the applicant ratio and hiring ratio for the previous year, based on the data collected pursuant to § 60-300.44(k); (iv) the contractor's recent assessments of the effectiveness of its external outreach and recruitment efforts, as set forth in § 60-300.44(f)(3); and (v) any other factors, including but not limited to the nature of the contractor's job openings and/or its location, which would tend to affect the availability of qualified protected veterans.

Gateway Technical College has chosen to establish a benchmark equaling the national percentage of veterans in the civilian labor force. The benchmark is not a rigid and inflexible quota that must be met, nor is it to be considered either a ceiling or a floor for the employment of particular groups. The purpose of establishing benchmarks is to create a quantifiable method by which Gateway Technical College can measure its progress toward achieving equal employment opportunity for protected veterans.

### Gateway Technical College 3520 30th Avenue Kenosha, WI 53144 07/01/2022 - 06/30/2023

# **Hiring Benchmark for Protected Veterans**

41 CFR Section 60-300.45

Veteran Hiring Benchmark : 5.5%

Veteran Hires and Promotions Ratio<sup>1</sup>: 4.5%

<sup>1</sup> Using data collected from 07/01/2021 to 06/30/2022.