



HLC Accreditation 2020-2021

## **Evidence Document**

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Office of the President

Office of Institutional Equity and Compliance

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### **Affirmative Action Program: Plan 2020**

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**Additional information:** For more information see the Office of Institutional Equity and Compliance web pages: <https://www.wichita.edu/administration/oiec/>  
(Accessed March 10, 2021).



# *Affirmative Action Program*

*Executive Order 11246 Affirmative Action Program  
for Minorities and Women  
and  
Affirmative Action Program  
for Veterans and Individuals with Disabilities*

Wichita State University

**2020 Plan**

January 1, 2020 to December 31, 2020

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**EEO/Affirmative Action Contacts:**

Judy Espinoza  
Executive Director of Human Resources

Christine Taylor, Affirmative Action Officer  
1845 Fairmount St.  
Wichita, KS 67260

# *Affirmative Action Program*

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## **Affirmative Action Statement of Policy**

Wichita State University (hereinafter "WSU" or "the University") is committed to diversity, affirmative action, and Equal Employment Opportunity (EEO). It is the University's vision to be a thriving, positive environment where employees are proud to work, diversity is celebrated, and all are treated with respect. In addition to fostering a culture that embraces diversity, the University makes the effort to attract, retain, and promote talented people from a broad variety of backgrounds.

It is the policy of Wichita State University to provide equal employment opportunity and advancement for all qualified persons, and to prohibit discrimination in employment on the basis of age, ancestry, color, disability, gender, gender expression, gender identity, genetic information, marital status, national origin, political affiliation, pregnancy, race, religion, sex, sexual orientation or status as a veteran. This policy also commits the University to take affirmative action to provide employment opportunities to members of minority groups, women, individuals with disabilities and veterans. The protections afforded by this policy apply equally to all University employees.

The University will ensure a work environment that is free from bias and encourages each person to contribute to the success of the University. The University's goal is to have a workplace where each individual is valued for his or her unique contributions and can excel regardless of race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability, veteran status, or any other protected category under applicable federal, state, or local laws.

It is the employment policy and practice of the University to make decisions with respect to recruiting, hiring, compensation, opportunities for advancement including upgrading, promotion, and transfer, and all other terms and conditions of employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability, veteran status, or any other protected category under applicable federal, state, or local laws.

The University recognizes that the effective application of a policy of merit employment involves more than just a policy statement and will, therefore, implement this Affirmative Action Program ("AAP") as indicated above in a positive and aggressive manner and will make known the University's commitment to this effort and that equal opportunities are available within the University on the basis of individual merit. The University will solicit and encourage all persons to seek opportunities within the University and to pursue advancement possibilities. The University expects every team member to adhere to both the letter and the spirit of the law, and to fully support a diverse and discrimination-free work environment.

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Judy Espinoza, Executive Director of Human Resources

Date: \_\_\_\_\_

## **Dissemination of Policy**

The University notifies employees and applicants of its equal employment opportunity policies by posting a notice, updated annually, on the University's bulletin boards and on the University's website and intranet. The policy statement includes the support for the University's affirmative action obligations by Jay Golden, President for the University. The notice informs employees and applicants of the policy and provides them with information on how to review the AAP and the EEO Policy, as well as who to contact if they have questions regarding the AAP or EEO Policy.

Each employee and applicant has also been invited to identify him- or herself as an individual with a disability, as defined in Section 503 of the Rehabilitation Act of 1973, as amended, and/or as a protected veteran under the equal employment opportunity provisions of the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, if he/she wishes to benefit under the affirmative action program. Vendors and subcontractors of the University will be notified of its policy of equal employment opportunity and affirmative action as required by law.

## **Confidentiality of Affirmative Action Program Contents**

This Affirmative Action Program and supporting documents may contain confidential personnel and financial information including trade secrets, information regarding the University's programs for changes in operations, staffing patterns, personnel requirements, pay scales, and other confidential information within the meaning of the Freedom of Information Act, Title VII of the Civil Rights Act of 1964 as amended, the Uniform Trade Secrets Act, and any applicable state laws. Additionally, the Affirmative Action Program may also contain confidential information, the release of which could injure the University's business and financial position and/or constitute an unwarranted invasion of employees' privacy.

If the University furnishes this information to a requesting governmental agency, therefore, it is accepted by such agency with the understanding that such information is received in confidence and will not be released to the public. In the event the requesting governmental agency receives a request for the release of this information or otherwise contemplates the release of this information, the University must be notified immediately. The University further requests that everyone who has any contact with this Affirmative Action Program or its supporting documents and other data treat such information as confidential.

## **Program Terminology and Methodology**

The Affirmative Action Program has been developed in accordance with and in reliance upon federal regulations on Affirmative Action. As such, certain terms and statistical analyses appearing in the Affirmative Action Program are required by and/or are used to comply with these regulations. Although the University will use the terms and analyses in good faith in connection with its Affirmative Action Program, these terms and analyses have no independent legal or factual significance apart from the Affirmative Action Program.

To comply with government regulations in performing various utilization analyses, the University has grouped various job titles into job groups. Such groupings do not suggest that the University believes the jobs so grouped are substantially the same or of comparable worth, but for convenience in implementing the Affirmative Action Program.

The setting of placement goals does not amount to an admission of impermissible conduct. It is neither a finding of discrimination nor a finding of lack of good-faith affirmative action efforts. Rather, the setting of placement goals is a technical targeting tool used exclusively by affirmative action planners who seek to apply good-faith efforts to increase in the future the percentage utilization of minorities, women, veterans, and individuals with disabilities in a workforce.

The Affirmative Action Program does not create a contract of employment, either express or implied, for employees or prospective employees. All employees, unless specifically covered by a collective bargaining agreement or other written contract to the contrary, are employees-at-will and may terminate their employment at any time or be terminated from employment at any time, with or without cause.

## Responsibility for Implementation

Judy Espinoza, Executive Director of Human Resources, has overall responsibility for implementation of the Equal Employment Opportunity Policy and the AAP. The University has assigned primary management responsibility and accountability for ensuring full compliance with the program to Christine Taylor, an official of the University and its designated Affirmative Action Officer. The Affirmative Action Officer has the authority, resources, support of, and access to top management necessary to ensure the effective implementation of the AAP. The Executive Director of Human Resources actively supports the program and provides assistance whenever it is needed, making managers and supervisors aware of the program and requesting their cooperation and assistance.

1. The duties of the Affirmative Action Officer include:
  - a. Developing policy statements, AAP methods, and internal and external communication techniques. Affirmative action policies and procedures will continue to be developed to ensure an efficient, yet positive, interaction between the Affirmative Action Officer and the managers charged with employment responsibility.
  - b. Assisting in the identification of problem areas, and developing strategies to eliminate any problems identified
  - c. Assisting management and supervisors in devising solutions to equal employment problems, including counseling and training, to ensure full understanding of affirmative action and EEO policies and procedures
  - d. Designing and implementing monitoring and reporting methods that will:
    - i. Measure the effectiveness of the University's EEO Policy and AAP
    - ii. Indicate any need for remedial action
    - iii. Determine the degree to which the University's placement goals and objectives are being attained
    - iv. Provide management with a working understanding of the University's AAP placement goals and objectives
  - e. Meeting with managers, supervisors, and employees to ensure that the University's EEO policies are being followed
  - f. Serving as a liaison between the University and enforcement agencies

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- g. Serving as a liaison between the University and appropriate organizations and community action groups concerned with employment opportunities of minorities, women, veterans, and individuals with disabilities
  - h. Keeping management informed of developments in the areas of equal employment opportunity and affirmative action
  - i. Conducting a periodic audit to ensure that the University complies in the following ways:
    - i. EEO posters are properly displayed
    - ii. All employees are afforded the opportunity and are encouraged to participate in all University-sponsored educational, training, recreation, and social activities
    - iii. Engagement in appropriate outreach efforts to protected groups
    - iv. Compensation determinations are made without regard to protected class status
2. The University recognizes that the cooperation of supervisors and managers is required to reach the full potential of this AAP. Therefore, supervisors and managers are expected to do the following:
- a. Assist the Affirmative Action Officer in the identification of any problem areas and help to eliminate any barriers to equal employment opportunity
  - b. Whenever possible, become involved in local minority organizations, women's organizations, veterans' organizations, disabled individuals' organizations, community action groups, and community service programs
  - c. Work with the Affirmative Action Officer to periodically review hiring and promotion patterns and training programs to isolate impediments to the attainment of affirmative action placement goals and objectives
  - d. Review the qualifications of employees to ensure that minorities, women, veterans, and individuals with disabilities are given full opportunity for transfers and promotions
  - e. Provide career counseling for employees as needed
  - f. Adhere to the University's policy of equal employment opportunity for all employees and ensure that the policy is understood, supported, and adhered to by the employees they supervise

- g. Take action to prevent the harassment of employees based on protected characteristics or due to a perception that an individual might have been the beneficiary of the University's affirmative action efforts

## **Internal Audit and Reporting System**

Pursuant to 41 C.F.R. § 60-2.17(d), 41 C.F.R. § 60-300.44(h), and 41 C.F.R. § 60-741.44(h), the University has developed and implemented an auditing system that periodically measures and reports the effectiveness of the University's total Affirmative Action Program. Such internal audit and reporting system includes (1) monitoring records of all personnel activity including referrals, placements, transfers, promotions, terminations, and compensation at all levels to ensure that the University's policy of non-discrimination is carried out and indicating any need for remedial action; (2) internal audit and reporting on a scheduled basis the extent to which the University has attained its affirmative action objectives; (3) reviewing report results of the monitoring system with management as needed; and (4) advising top management of program effectiveness and submitting recommendations to improve unsatisfactory performance. As part of its audit and reporting system, the University will also (1) ensure all employees have the opportunity to participate in all University sponsored educational, training, recreational, and social activities; (2) measure the University's compliance with the Affirmative Action Program's specific obligations; (3) where the Affirmative Action Program is found to be deficient, undertake necessary action to bring the program into compliance; and (4) document the actions taken to comply with affirmative action federal regulations.

The University's monitoring and reporting system includes the following components: (1) analysis of annual placement goal attainment; (2) analysis of applicants; (3) analysis of new hires; (4) analysis of terminations; (5) analysis of promotions; and (6) analysis of compensation.

## **Establishment AAPs**

Pursuant to 41 C.F.R. § 60-2.1(b)(1), the University has developed and maintains an Affirmative Action Plan for each establishment or location that employs 50 or more employees.

For the 2020 AAP year, the University has developed AAPs for the following locations:

- WSU - MAIN CAMPUS
- WSU - OLD TOWN
- WSU - NIAR

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## **Workforce, Job Group, Availability, and Placement Goal Analyses**

### **Workforce Analysis**

In compliance with 41 C.F.R. § 60-2.11(a), the University has developed an Organizational Profile in the form of a Workforce Analysis. The Workforce Analysis is based upon the University's personnel records as of 1/28/2020. Pursuant to 41 C.F.R. § 60-2.1(e), for employees who are included in an AAP for an establishment other than the one in which the employees are located, the Workforce Analysis of the AAP in which the employees are included is annotated to identify the actual location of such employees.

This Workforce Analysis consists of a listing of each job title coded by salary and organized by department. For each job title the University lists the total number of incumbents, the total number of male and female incumbents, and the total number of male and female incumbents in the following groups: Hispanic or Latino (H); Black or African-American (B); Native Hawaiian or Other Pacific Islander (PI); Asian (AS); American Indian or Alaska Native (AI); and Two or More Races (2+).

The University will also analyze its workforce to identify if formal progression lines or usual promotional sequences exist. Those progression lines and/or usual promotional sequences will be utilized to develop internal availability, if any.

### **Identification of Job Groups**

Pursuant to 41 C.F.R. § 60-2.12(b), the University grouped the job titles within the University's establishment into job groups on the Job Group Analysis. The University utilized the following considerations in developing its job groups: (1) job groups are composed of one or more jobs having similar content, wage rates, and opportunities; (2) job groups with different utilization patterns are generally not grouped together; (3) job groups are coordinated with statistics used for the Availability Analysis; and (4) job groups are created to allow for meaningful statistical analysis.

Pursuant to 41 C.F.R. § 60-2.1(e), for employees who are included in an AAP for an establishment other than the one in which the employees are located, the Job Group Analysis of the AAP in which the employees are included is annotated to identify the actual location of such employees.

### **Availability Analysis**

The University will rely upon pertinent census and other statistical data in analyzing the availability of minorities and women for employment and in determining in which job groups they may be underutilized. The University will revise this analysis periodically, if needed, to reflect changes in the availability of minorities and women and their utilization. To determine whether the percentage of minorities or women employed in a particular group is less than

would be reasonably expected given their availability percentage in that particular job group, the University will consider 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 University usually seeks or reasonably could seek workers to fill the position in question), and the percentage of minorities or women among those promotable, transferable, and trainable within the University.

### **Promotable, Transferable, and Trainable Within the Organization**

The University has analyzed its workforce to determine general availability of employees for promotion or transfer. For some job groups, the jobs are not filled by promotion or transfer. An evaluation of persons promotable or transferable from within is made at such time as a particular job opening occurs. Because of this practice, a numerical figure may not be assigned to this factor for these job groups. Further, no survey is conducted to determine the percentage of minority or female employees whose training during the course of employment qualifies them for promotion or transfer. However, when a particular job becomes available, the additional training all applicants have received while employed at the University is evaluated.

Pursuant to 60-2.14(c)(2) and (f), and based upon actual patterns of promotion and transfer, the University has identified the job groups that are the "feeder pools" for each job group. Such "feeder pools" include those employees who are reasonably promotable, transferable, or trainable. The University has not defined these "feeder pools" in such a way as to have the effect of excluding minorities or women. The University has identified "feeder pools" for each job group, where applicable.

The University analyzed its labor force to determine from where it anticipates recruiting its employees. The reasonable recruitment area for each job group within each establishment is listed in the respective establishment's AAP. The 2020 Affirmative Action Program uses the 2006-2010 Census EEO Tabulation.

### **Placement Goal Analysis**

Based upon the Availability Analysis, the University will establish a placement goal 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. The University uses a two standard deviation analysis to determine whether the difference between availability and the actual employment of minorities and women is statistically significant. The University's determination that a placement goal is required constitutes neither a finding nor an admission of discrimination. If the University establishes a placement goal for a particular job group, the University will establish a percentage annual placement goal at least equal to the availability figure derived for women or minorities, as appropriate, for that job group.

## Action-Oriented Program

The University has developed and executed action-oriented programs designed to correct any problem areas that may exist. These programs, which are listed below, demonstrate good-faith efforts to expand employment opportunities and produce measurable results. The University will develop specific action-oriented programs to achieve its placement goals. Such action-oriented programs may include:

1. Selection Process: The University evaluates the total selection process to ensure freedom from bias through the following:
  - a. Reviewing job applications and other pre-employment forms to ensure information requested is job related
  - b. Evaluating selection methods that may have an adverse impact to ensure that they are job related and consistent with business necessity
  - c. Training in EEO for management and supervisory staff
2. Recruitment: The University uses one or more of the following techniques to improve recruitment and increase the flow of minority, female, veteran, and disabled applicants:
  - a. Including the following statement or a similar statement in all employment advertisements: "The University is an Equal Opportunity Employer. We encourage qualified minority, female, veteran, and disabled candidates to apply and be considered for open positions."
  - b. Disseminating information on job opportunities to organizations representing minorities, women, veterans, and individuals with disabilities, as well as employment development agencies when job opportunities occur
  - c. Actively recruiting at trade schools, secondary schools, junior colleges, colleges, and universities with predominantly minority or female enrollments and/or diversity and inclusion initiatives
  - d. Requesting employment agencies to refer qualified minorities, women, veterans, and disabled individuals
  - e. Briefing recruiters on the EEO Policy and instructing them to locate qualified female, minority, veteran, and disabled applicants
  - f. Participating in job fairs targeting diverse candidates



## **Identification of Problem Areas**

In the development of its goals, the University will perform analyses of its total employment process to determine whether and where impediments to equal employment opportunity exist. Pursuant to 41 C.F.R. § 60-2.17(b), the University will evaluate (1) the workforce by organizational unit and job group to determine whether there are problems of minority or female utilization (*i.e.*, employment in the unit or group), or of minority or female distribution (*i.e.*, placement in the different jobs within the unit or group); (2) personnel activity (applicant flow, hires, terminations, promotions, and other personnel actions) to determine whether there are selection disparities; (3) compensation system(s) to determine whether there are gender-, race-, or ethnicity-based disparities; (4) selection, recruitment, referral, and other personnel procedures to determine whether they result in disparities in the employment or advancement of minorities or women; and (5) any other areas that might impact the success of the Affirmative Action Program.

### **Workforce by Job Group**

The University will perform an in-depth investigation of possible problem areas in the workforce to determine if problems exist in terms of minority or female employment in any job group or of minority or female distribution in different jobs within any job group. If problem areas exist, the University will establish placement goals for job groups where incumbent minority or female employment is significantly less than estimated availability for those particular job groups.

### **Employment Practices**

The University will perform an in-depth investigation of possible problem areas in its employment practices including applicant flow by job group, new hires by job group, terminations by job group, promotions by job group, compensation systems, and other personnel actions. The University will continue to monitor these areas to ensure that its employment practices are consistent with the Affirmative Action Program.

## Implementation of Affirmative Action Program for Veterans and Individuals with Disabilities

The University has consolidated certain sections of the Affirmative Action Program for minorities and women to apply also to the Affirmative Action Program for disabled veterans, recently separated veterans, active duty wartime or campaign badge veterans, Armed Forces service medal veterans, and disabled individuals. Those sections include the Equal Employment Opportunity Policy, audit and reporting system, responsibility for implementation, and certain portions of the action-oriented programs focused on outreach and positive recruitment. In order to further implement the Affirmative Action Program for veterans and disabled individuals, the University will do the following:

1. **Invitation to Identify.** At the pre-offer and post-offer stages, invite all applicants to identify themselves as veterans and whether each applicant believes that he or she is an individual with a disability. For current employees, at five-year intervals, invite the employees to voluntarily identify whether each employee believes that he or she is an individual with a disability and, at least once during the intervening years, remind employees that they may voluntarily update their disability status.
2. **Hiring Benchmarks and Utilization Goals.** Establish an overall annual hiring benchmark for veterans of 5.9 percent and a utilization goal of 7 percent for employment of qualified individuals with disabilities for each job group and periodically measure progress toward these benchmarks and goals. See Appendix A for the disability utilization analysis and veteran hiring analysis.
3. **Confidentiality.** Ensure that inquiries into the physical or mental condition of disabled applicants or employees and the information obtained from such inquiries or medical examinations are kept confidential except for legitimate business reasons in accordance with applicable law.
4. **Review of Personnel Processes.** Review annually personnel policies and procedures to ensure careful, thorough, and systematic consideration of job qualifications of known disabled and veteran applicants and employees for job vacancies and for all training opportunities. The following are the procedures that will be used to ensure such consideration:
  - a. The University's application for employment forms will invite all disabled individuals and veterans to participate in this Program and if participation is elected, the application will be annotated.
  - b. The personnel records of each known veteran and/or individual with a disability will include identification of any promotion or training for which the person was considered.

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- c. In each case where an employee or applicant who is an individual with a disability is rejected for employment, promotion, or training, the University will prepare a statement of the reason as well as a description of the accommodations considered, if any. The statement of the reason for rejection (if the reason is medically related) and the description of the accommodations considered will be treated as confidential medical records. These materials will be available to the applicant or employee concerned upon request.
  - d. Where applicants or employees are selected for hire, promotion, or training and the University undertakes any accommodation which makes it possible for the University to place an individual with a disability on the job, the University will make a record containing a description of the accommodation. The record will be treated as a confidential medical record.
  - e. The University will ensure that its personnel processes do not stereotype protected veterans and individuals with disabilities in a manner which limits their access to all jobs for which they are qualified.
  - f. The University will ensure that applicants and employees have equal access to its personnel process, including those implemented through information and communication technologies. The University will provide necessary reasonable accommodation to ensure that applicants and employees with disabilities receive equal opportunity in the operation of personnel processes and the University will periodically review such processes and make any necessary modifications to ensure that these obligations are carried out. The University will document its review, and any necessary modifications to personnel processes or development of new processes will be included in the Program.
5. Physical and Mental Qualifications. Periodically review all physical and mental job qualification standards (at a minimum, once per year prior to each announced vacancy) to ensure that, to the extent qualification standards tend to screen out qualified disabled individuals and veterans, they are job-related for the position in question and are consistent with business necessity and not a direct threat.
  6. Reasonable Accommodation. Review and inspect the University's facilities to determine where and if reasonable accommodations are or can be made for disabled individuals. In determining the reasonableness of possible accommodations, the factors of business necessity and the financial costs and expense, among others, will be considered. Develop and use written procedures for processing requests for reasonable accommodation.
  7. Harassment Prevention and Prohibition against Retaliation. Ensure that employees who are veterans and employees with disabilities are not harassed because of their disability or veteran status or retaliated against for exercising their rights under the law.

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8. External Dissemination, Outreach, and Positive Recruitment. Review the University's employment practices to determine whether personnel programs provide the necessary affirmative action for employment and advancement of qualified disabled individuals and veterans. Appropriate outreach and positive recruitment of disabled individuals to maintain equal employment opportunity may include such actions as the following:
    - a. Establishing contacts with appropriate veteran agencies, vocational and rehabilitation agencies, and related organizations for advice and technical assistance, as appropriate
    - b. Ensuring that recruiting efforts at all educational institutions will include efforts to reach disabled individuals and veterans
    - c. Enlisting the assistance and support of appropriate recruiting sources and agencies, including the state and/or local employment office
    - d. Listing all open positions required by law with the employment service delivery system and providing the contact information for each hiring location
    - e. Sending written notification of University policy related to the University's affirmative action efforts to all subcontractors, including subcontracting vendors and suppliers, requesting appropriate action on their part
  9. Assessment of External Outreach and Recruitment Efforts. The University will, on an annual basis, review the outreach and recruitment efforts it has taken over the previous 12 months to evaluate their effectiveness in identifying and recruiting qualified protected veterans and disabled individuals. The University will document each evaluation, including at a minimum, the criteria used to evaluate the effectiveness of each effort and the University's conclusion as to whether each effort was effective. If a determination is made that, despite current good-faith efforts, they are not effective in identifying and recruiting qualified protected veterans and disabled individuals, the University will identify and implement alternative efforts.
  10. Internal Dissemination of Policy. Include its equal employment and anti-harassment policies in its employee handbook and notify employees and applicants of its commitment to engage in affirmative action. The University will also consider disseminating this policy internally, if possible, as follows:
    - a. Publicize the policy in internal University communications and reports
    - b. Conduct special meetings with executive, management, and supervisory personnel to explain the intent of the policy and individual responsibility for effective implementation, making clear management's support for the affirmative action policy

- c. Discuss the policy thoroughly in both employee orientation and management training programs
  - d. When employees are featured in employee handbooks or similar publications for employees, include veterans, disabled veterans, and/or disabled employees
11. Training. Train all personnel involved in the recruitment, screening, selection, promotion, discipline, and related processes to ensure that the commitments in the Affirmative Action Program are implemented.
12. Data Collection Analysis/Benchmarks and Utilization Goals. The University will document the following computations or comparisons pertaining to applicants and hires on an annual basis and maintain them for a period of three (3) years:
- a. The number of applicants who self-identified as protected veterans and/or individuals with disabilities, or who are otherwise known as protected veterans and/or individuals with disabilities.
  - b. The total number of job openings and total number of jobs filled.
  - c. The total number of applicants for all jobs.
  - d. The number of protected veteran applicants and/or disabled individuals hired.
  - e. The total number of applicants hired.



## **Affirmative Action Program**

### **ANALYSIS OF GOALS**

#### **2020 Affirmative Action Plan—WSU - Main Campus**

Attached is the 2020 Analysis by Job Group and Goals Summary for the WSU - Main Campus Plan demonstrating Wichita State University's ("WSU") continued commitment to equal employment opportunity, diversity and inclusion. Below is a summary of WSU's progress in implementing the affirmative action program.

#### **Female and Minority Goals**

WSU's minority and female workforce meets or exceeds the availability in the relevant labor markets (or underutilization is not at a statistically significant level) in the majority of its job groups. WSU set a placement goal for minorities of 25.50% in the Professors and Lecturers job group. WSU also set a placement goal for females of 57.85% in the Advisors and Other Faculty job group.

#### **Comparison to Prior Year Goals**

Compared to 2019, WSU met its minority goal in the Administrative Professionals and IT Professionals job group. WSU also met its female goal in Administrators and Head Coaches job group.

#### **Disability Placement Goals**

The OFCCP regulations require employers to take affirmative action to recruit, hire and promote individuals with disabilities and to set placement goals for each job group of 7.0%. WSU's workforce meets or exceeds the availability of individuals with disabilities in the relevant labor markets in the Directors job group.

#### **Veteran Hiring Benchmark**

The OFCCP regulations require employers to take affirmative action to recruit, hire and promote protected veterans and to set a hiring benchmark for protected veterans of 5.9%. This benchmark is a tool to help contractors assess the effectiveness of their efforts to recruit and employ protected veterans. The OFCCP defines "hiring benchmark" as the percentage of total

hires who are protected veterans that the contractor seeks to hire in the following year. In 2019, of the applicants who identified as protected veterans, WSU made offers to 19.72%% of those applicants. Of the applicants who responded to the protected veteran question (meaning the number of applicants who responded that they were a protected veteran or not a protected veteran, excluding those who failed to respond), 0.60% of those that were offered a position were protected veterans.

## **Conclusion**

As always, WSU will continue its efforts to ensure compliance with WSU's policy of non-discrimination in all personnel activities and its commitment to equal employment opportunity, diversity and inclusion. WSU will continue to make good faith efforts to employ and advance women, minorities, individuals with disabilities, and veterans in all of its job groups. Further, WSU will continue to make good faith efforts to reach qualified minority, female, individuals with disabilities, and veteran applicants.

If anyone has any questions about the Affirmative Action Program, these reports, or WSU's obligations to comply with various affirmative action requirements, please feel free to contact Christine Taylor by e-mail at [christine.taylor@wichita.edu](mailto:christine.taylor@wichita.edu).



## **Affirmative Action Program**

### **ANALYSIS OF GOALS**

#### **2020 Affirmative Action Plan—WSU - NIAR**

Attached is the 2020 Analysis by Job Group and Goals Summary for the WSU - NIAR Plan demonstrating Wichita State University's ("WSU") continued commitment to equal employment opportunity, diversity and inclusion. Below is a summary of WSU's progress in implementing the affirmative action program.

#### **Female and Minority Goals**

WSU's minority and female workforce meets or exceeds the availability in the relevant labor markets (or underutilization is not at a statistically significant level) in all job groups and thus no placement goals were required for 2020.

#### **Comparison to Prior Year Goals**

Compared to 2019, WSU eliminated the female goal in the Administrative Support job group.

#### **Veteran Hiring Benchmark**

The OFCCP regulations require employers to take affirmative action to recruit, hire and promote protected veterans and to set a hiring benchmark for protected veterans of 5.9%. This benchmark is a tool to help contractors assess the effectiveness of their efforts to recruit and employ protected veterans. The OFCCP defines "hiring benchmark" as the percentage of total hires who are protected veterans that the contractor seeks to hire in the following year. In 2019, of the applicants who identified as protected veterans, WSU made offers 100% of those applicants. Of the applicants who responded to the protected veteran question (meaning the number of applicants who responded that they were a protected veteran or not a protected veteran, excluding those who failed to respond), 50.00% of those that were offered a position were protected veterans.

#### **Conclusion**

As always, WSU will continue its efforts to ensure compliance with WSU's policy of non-discrimination in all personnel activities and its commitment to equal employment opportunity,

diversity and inclusion. WSU will continue to make good faith efforts to employ and advance women, minorities, individuals with disabilities, and veterans in all of its job groups. Further, WSU will continue to make good faith efforts to reach qualified minority, female, individuals with disabilities, and veteran applicants.

If anyone has any questions about the Affirmative Action Program, these reports, or WSU's obligations to comply with various affirmative action requirements, please feel free to contact Christine Taylor by e-mail at [christine.taylor@wichita.edu](mailto:christine.taylor@wichita.edu).



## **Affirmative Action Program**

### **ANALYSIS OF GOALS**

#### **2020 Affirmative Action Plan – WSU – Old Town**

Attached is the 2020 Analysis by Job Group and Goals Summary for the WSU – Old Town Plan demonstrating Wichita State University's ("WSU") continued commitment to equal employment opportunity, diversity and inclusion. Below is a summary of WSU's progress in implementing the affirmative action program.

#### **Female and Minority Goals**

WSU's minority and female workforce meets or exceeds the availability in the relevant labor markets (or underutilization is not at a statistically significant level) in all job groups and thus no placement goals were required for 2020.

#### **Comparison to Prior Year Goals**

This compares favorably to the 2019 plan where no placement goals were required as well.

#### **Disability Placement Goals**

The OFCCP regulations require employers to take affirmative action to recruit, hire and promote individuals with disabilities and to set placement goals for each job group of 7.0%. WSU's workforce meets or exceeds the availability of individuals with disabilities in the relevant labor markets in the following job groups: IT Professionals; Administrative Support.

#### **Veteran Hiring Benchmark**

The OFCCP regulations require employers to take affirmative action to recruit, hire and promote protected veterans and to set a hiring benchmark for protected veterans of 5.9%. This benchmark is a tool to help contractors assess the effectiveness of their efforts to recruit and employ protected veterans. The OFCCP defines "hiring benchmark" as the percentage of total hires who are protected veterans that the contractor seeks to hire in the following year. In 2019, of the applicants who identified as protected veterans, WSU made offers to 0.00% of those applicants. Of the applicants who responded to the protected veteran question (meaning the number of applicants who responded that they were a protected veteran or not a protected

veteran, excluding those who failed to respond), 0.00% of those that were offered a position were protected veterans.

## **Conclusion**

As always, WSU will continue its efforts to ensure compliance with WSU's policy of non-discrimination in all personnel activities and its commitment to equal employment opportunity, diversity and inclusion. WSU will continue to make good faith efforts to employ and advance women, minorities, individuals with disabilities, and veterans in all of its job groups. Further, WSU will continue to make good faith efforts to reach qualified minority, female, individuals with disabilities, and veteran applicants.

If anyone has any questions about the Affirmative Action Program, these reports, or WSU's obligations to comply with various affirmative action requirements, please feel free to contact Christine Taylor by e-mail at [christine.taylor@wichita.edu](mailto:christine.taylor@wichita.edu).