

UTILIZATION ANALYSIS AND GOALS -- 2006

BUSINESS & FINANCE

EEO-6 Category and Job Group

		University Workforce in 2006					Availability		Under-Utilization		Anticip. 2006 Vacancies	Annual Placement Goals		Ultimate Goals	
		Total n	Fem. n	Min. n	Fem. %	Min. %	Fem. %	Min. %	Fem. n	Min. n		Fem. % Hires	Min. % Hires	Fem. %	Min. %
ADMINISTRATIVE/ EXECUTIVE/ MANAGERIAL															
110	Administration, Executive	5	1		20.0		23.3	7.2							
120	Administration, Directive	11	5		45.5		26.8	9.8		1			100		9.8
130	Administration, Managerial	15	8	2	53.3	13.3	48.9	14.6							
PROFESSIONAL															
310	Professional, Managerial	21	11	1	52.4	4.8	43.8	20.0		3	2		100		20.0
316	Engineers and Architects	25	2	6	8.0	24.0	12.0	24.2	1		1	100		12.0	
319	Finance-Related Specialists	97	66	26	68.0	26.8	57.2	22.6							
321	Management-Related Specialists	23	11	6	47.8	26.1	69.1	21.8	5		5	100		69.1	
322	Mathematical and Computer Scientists	33	17	9	51.5	27.3	30.3	21.1							
323	Natural Scientists	14	2	2	14.3	14.3	41.8	23.1	4	1	1	50	50	41.8	23.1
325	Social Scientists and Urban Planners	6	5	1	83.3	16.7	47.2	18.8							
326	Writers, Artists, and Entertainers	4	3		75.0		57.3	15.2		1			100		15.2
328	Coordinators	32	18	8	56.3	25.0	69.7	23.1	4		4	100		69.7	
350	Human Resource/Career Specialists	2	2		100.0		61.8	25.4		1			100		25.4
CLERICAL/SECRETARIAL															
428	Clerical Supervisors, Administrative Support	17	14	5	82.4	29.4	76.8	28.9							
429	Secretaries, Stenographers, and Typists	64	52	18	81.3	28.1	70.6	29.7		1	1		100		29.7
430	Financial Records Processing Clerks	17	10	3	58.8	17.6	72.8	29.5	2	2		50	50	72.8	29.5
431	Material Record., Sched., and Distrib. Clerks	20	2	4	10.0	20.0	54.1	31.3	9	2		75	25	54.1	31.3
432	Records Processing Clerks, Except Finance	2	1	1	50.0	50.0	81.4	32.5	1			100		81.4	
433	Administrative Support, Other	13	7	1	53.8	7.7	63.6	34.2	1	3	1	25	75	63.6	34.2
PARAPROFESSIONAL/TECHNICAL															
534	Engineering & Rel. Technologists and Technicians	4		1		25.0	16.1	25.8	1			100		16.1	
537	Science Technicians	4	1	1	25.0	25.0	18.2	18.2							
538	Technicians, Other	13	1	4	7.7	30.8	28.5	26.2	3		3	100		28.5	
SKILLED CRAFTS															
639	Construction Trades	81	2	20	2.5	24.7	3.2	40.0	1	12	13	25	75	3.2	40.0
640	Mechanics and Repairers	82	1	19	1.2	23.2	6.2	32.4	4	8	12	33	67	6.2	32.4
641	Precision Production Occupations	2					5.3	40.0		1			100		40.0
642	Printing Machine Operators	6		2		33.3	26.3	31.0	2			100		26.3	
SERVICE/MAINTENANCE															
743	Cleaning and Building Service Occupations	235	76	131	32.3	55.7	33.8	47.0	3		3	100		33.8	

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	Total	Fem.	Min.	Fem.	Min.	Fem.	Min.	Fem.	Min.		Fem.	Min.	Fem.	Min.
	n	n	n	%	%	%	%	n	n		% Hires	% Hires	%	%
745 Handlers, Equip. Cleaners, Helpers & Laborers	39	1	18	2.6	46.2	33.0	39.0	12		4	100		33.0	
746 Other Agricultural and Related Occupations	39	4	22	10.3	56.4	25.4	49.3	6		6	100		25.4	
747 Personal Service Occupations	9		5		55.6	31.2	30.0	3		3	100		31.2	

**GOAL ACHIEVEMENTS--2005
Business & Finance**

Job Group	Total Hires	Females					Minorities					Good Faith Efforts
		Goals		App %	Intv %	Decl #	Goals		App %	Intv %	Decl #	
		#	%				Met	#				
120	1	50	0	26.7	12.5	50	0	4.4			Ads in AZ Republic and Chronicle of Higher Education; posted on HigherEdJobs.com and Chronicle.com; posted on websites: NACUBO, AUREO, ICSC, CORENET Global; posted on listservs: Campus Safety Health and Environmental Association, American Industrial Hygiene Association, National Environmental Health Association, American Biological Safety Association, American Society for Safety Engineers	
310	3					1	0	9.2			Ads in AZ Republic and Chronicle of Higher Education; notice posted on University Services Job Board; posted on: CPark-I, IPI, SWPA, other parking professional websites	
316						1	1					
321		1		1		1	1					
322						1	1					
323	3	1		0	25.9	36.4	1	0	14.8		Ads in AZ Republic and The Tribune; posted on University Services Job Board	
325						1	1					
328		1		1		1	1					
428						2	2					
429	19					10	9	17.7	24.2		Ad in AZ Republic; limited to ABOR employees; posted on University Services Job Board; notice to NIGP Local Chapter	

**GOAL ACHIEVEMENTS--2005
Business & Finance**

Job Group	Total Hires	Females					Minorities					Good Faith Efforts	
		Goals		App %	Intv %	Decl #	Goals		App %	Intv %	Decl #		
		#	%				Met	#					%
430							1		1				
431	8	5		1	31.5	21.3	1		1			Ad in <u>AZ Republic</u> ; posted on cunimail	
433	2		25	1				75	0	21.4		HR Process	
534	1		100	0								Ad in <u>AZ Republic</u> ; posted on University Services Job Board	
538	1	1		0	11.4	16.7						Ad in <u>AZ Republic</u>	
639	18	1		0			5		3	13.2	18.0	Ad in <u>AZ Republic</u> ; notice posted on University Services Job Board; posted on Arizona Building Alliance website	
640	14	1		1			6		1	12.9	14.5	2	One goal met through a waiver of recruitment; ads in <u>AZ Republic</u> and <u>The Tribune</u> ; posted on University Services Job Board
642	1	1		0									HR Process
745	3		100	0	4.8								Ad in <u>AZ Republic</u> ; posted on University Services Job Board
746	21	3		1	4.9	7.7	1						Ad in <u>AZ Republic</u> ; posted on University Services Job Board
747	5	3		1	21.8	38.5	1						Notice to select Arizona universities and colleges

NA = no hiring activity; HR process refers to the automatic posting of all job vacancies on the ASU or ASU West Human Resources website, sending notices to diversity recruitment agencies (listed in the Appendices), listing openings in the ASU Insight, and notifying the AZ Department of Economic Security. HR Process is only listed when it is the sole recruitment process used in the job group.

Full-Time Hire and Promotion Report

BUSINESS AND FINANCE

EEO	Tenure	TOTAL					WHITE			MINORITY			FEMALE MINORITY				MALE MINORITY				STATUS								
		Tot	F	%	M	%	Tot	F	M	Tot	%	F	M	B	H	A	N	B	H	A	N	Dis	%	Spec	%	Viet	%	Othr	%
1																													
	Applicants	45	12	26.7	33	73.3	43	11	32	2	4.4	1	1		1				1							1	2.2		
	Interviews	8	1	12.5	7	87.5	8	1	7																	1	12.5		
	Offers	1			1	100.0	1		1																	1	100.0		
	Placements	1			1	100.0	1		1																	1	100.0		
	Hires	1			1	100.0	1		1																	1	100.0		
	Promotions																												
3																													
	Applicants	1289	554	43.0	735	57.0	1114	456	658	175	13.6	98	77	5	53	35	5	4	43	26	4	1	.1	1	.1	3	.2	5	.4
	Interviews	249	110	44.2	139	55.8	209	84	125	40	16.1	26	14	3	10	11	2	1	7	6		1	.4				1	.4	
	Offers	80	41	51.2	39	48.8	57	27	30	23	28.7	14	9	3	4	6	1	1	4	4		1	1.3			1	1.3		
	Placements	72	35	48.6	37	51.4	50	22	28	22	30.6	13	9	3	4	5	1	1	4	4		1	1.4			1	1.4		
	Hires	62	30	48.4	32	51.6	42	18	24	20	32.3	12	8	3	4	4	1	1	4	3		1	1.6			1	1.6		
	Promotions	10	5	50.0	5	50.0	8	4	4	2	20.0	1	1			1				1									
4																													
	Applicants	553	358	64.7	195	35.3	436	287	149	117	21.2	71	46	6	47	14	4	4	29	10	3			1	.2		5	.9	
	Interviews	169	100	59.2	69	40.8	127	73	54	42	24.9	27	15	4	16	4	3	3	9	2	1						3	1.8	
	Offers	54	31	57.4	23	42.6	36	18	18	18	33.3	13	5	3	7	2	1	2	2	1						2	3.7		
	Placements	46	25	54.3	21	45.7	29	12	17	17	37.0	13	4	3	7	2	1	2	1	1						2	4.3		
	Hires	40	22	55.0	18	45.0	26	11	15	14	35.0	11	3	3	6	1	1	2		1						1	2.5		
	Promotions	6	3	50.0	3	50.0	3	1	2	3	50.0	2	1		1	1			1								1	16.7	
5																													
	Applicants	88	10	11.4	78	88.6	85	10	75	3	3.4		3						1	2									
	Interviews	17	3	17.6	14	82.4	16	3	13	1	5.9		1						1										
	Offers	4	1	25.0	3	75.0	3	1	2	1	25.0		1						1										
	Placements	4	1	25.0	3	75.0	3	1	2	1	25.0		1						1										
	Hires	4	1	25.0	3	75.0	3	1	2	1	25.0		1						1										
	Promotions																												
6																													
	Applicants	439	2	.5	437	99.5	381	2	379	58	13.2		58					1	43	11	3					7	1.6	1	.2
	Interviews	114	1	.9	113	99.1	95	1	94	19	16.7		19						17		2					5	4.4	1	.9
	Offers	39	1	2.6	38	97.4	34	1	33	5	12.8		5						4		1					4	10.3	1	2.6
	Placements	33	1	3.0	32	97.0	30	1	29	3	9.1		3						2		1					4	12.1	1	3.0
	Hires	24	1	4.2	23	95.8	22	1	21	2	8.3		2						2							3	12.5		
	Promotions	9			9	100.0	8		8	1	11.1		1								1					1	11.1	1	11.1

Full-Time Hire and Promotion Report BUSINESS AND FINANCE

EEO	Tenure	TOTAL					WHITE			MINORITY				FEMALE MINORITY				MALE MINORITY				STATUS							
		Tot	F	%	M	%	Tot	F	M	Tot	%	F	M	B	H	A	N	B	H	A	N	Dis	%	Spec	%	Viet	%	Othr	%
7																													
	Applicants	565	104	18.4	461	81.6	383	59	324	182	32.2	45	137	1	39	4	1	15	108	8	6							3	.5
	Interviews	161	36	22.4	125	77.6	97	18	79	64	39.8	18	46	1	15	2		5	35	2	4						2	1.2	
	Offers	68	12	17.6	56	82.4	39	6	33	29	42.6	6	23	1	4	1		5	12	2	4					1	1.5		
	Placements	54	8	14.8	46	85.2	28	3	25	26	48.1	5	21	1	3	1		5	11	2	3					1	1.9		
	Hires	46	8	17.4	38	82.6	23	3	20	23	50.0	5	18	1	3	1		5	9	2	2					1	2.2		
	Promotions	8			8	100.0	5		5	3	37.5		3						2		1								

